

Checking General Education Requirements

On KnowHopePlus

1. Log onto your [KnowHopePlus](http://plus.hope.edu) (<http://plus.hope.edu>) account.
2. From the “Main Menu” select “**Registrar, Financial Aid, and Student Accounts.**”
3. Select “**Student Records.**”
4. Then select “**Degree Evaluation.**”
5. Choose the current term and click “**Submit.**”
6. Since you have not declared major(s) or minor(s), your program will be listed at “Undeclared.”
7. At the bottom of the screen, choose “**Generate New Evaluation.**”
8. Click on “**Program,**” then on “**Generate Request.**”
9. In the “Degree Evaluation Options:”
 - Click on “**Detail Requirements.**”
 - Click on “**Submit.**”

Wait a bit, then *presto!* Your degree evaluation comes up.

WHAT SHOULD YOU CHECK FOR?

You **must** be in “Detail Requirements” to check these things—if you’re not, back up and follow #9 above.

- In the first section (see example below),
 - Is your Catalog Term the first term you attended Hope?** You will follow the requirements for general education, your major(s) and minor(s) that were in effect when you began at Hope. If the catalog term is not accurate, come to the Registrar’s Office, first floor of DeWitt.
 - Your **Expected Graduation Date** will automatically be listed as five years after your Catalog Term until you apply to graduate. After you apply to graduate, your expected graduation date will be the date you’ve told us you expect to complete your Hope College degree.


Program :	Undeclared	<u>Catalog Term :</u>	Fall 2004
Campus :	Main Campus	Evaluation Term :	Spring 2007
College :	Hope College	<u>Expected Graduation Date :</u>	May 06, 2009
Degree :	Degree Seeking-Undeclared	Request Number :	2
Level :	Undergraduate	Results as of :	May 10, 2007
Majors :	Degree Seeking-Undeclared	Minors :	
Departments :			

- In the second section,
 - How close are you to completing your degree?** You need at least 126 credits to earn a degree from Hope. The “Used” column counts the TOTAL number of credits you have earned (in Hope classes, transfer classes, language placement, Advanced Placement or International Baccalaureate exams) **AS WELL AS** the credits you are currently registered for (even though you won’t earn those credits until you pass those classes). See the example below.
 - Do you have the required GPA?** To earn a degree, your overall GPA must be at least 2.00 (some majors require a higher GPA).

- *Do we have all the credits you've transferred to Hope or earned via AP or IB exams?* These credits count toward the 126 you need... but the grades you earned do not affect your "Overall GPA."

	Met	Credits		Courses	
		Required	Used	Required	Used
Total Required :	Yes		47.00		17
Program GPA :	Yes	.00	3.23		
Overall GPA :	Yes	.00	3.23		
Other Course Information					
Transfer :			4.000		1
In Progress :			16.000		4

- *Have you completed requirements for general education?* The next several sections of the degree evaluation involve general education requirements. These requirements are broken into at least 2 and as many as 4 parts (areas) depending on your degree. Each of these general education areas must be marked "MET" at the top of each area for your general education requirements to be completed.
 - These general education requirements are for BA or BS degrees ONLY. If you're considering a BMU or BSN, follow the instructions for a "[What-if Analysis.](http://www.hope.edu/admin/registrar/CAPP/what_if.pdf)" (http://www.hope.edu/admin/registrar/CAPP/what_if.pdf)
 - Each general education requirement has an "Attribute," a code which you can use to search the on-line schedule when you select courses.

Area : BA/BS General Ed Requirements - **Not Met** 

Area : Cultural Heritage-Gen Ed (8.000 credits) - **Not Met**

Area : Social Sciences-BA/BS Gen Ed - **Met**

Area : Diversity Req-General Educ - **Met**

- *What classes are put in the "Elective Course" area?* In the elective course area, you'll find classes you failed, took pass/fail or withdrew from, as well as any classes which do not complete requirements for general education or your declared majors or minors.

- *To make substitutions in general education requirement, complete the correct form.*
 - **General Education Substitution Form**
<http://www.hope.edu/admin/registrar/FormsPDF/GenEdWaiver.pdf>

Have questions about this on-line evaluation?

FIRST, please check the [Frequently Asked Questions](http://www.hope.edu/admin/registrar/CAPP/faq.html) (http://www.hope.edu/admin/registrar/CAPP/faq.html) (FAQ) section. If you don't find an answer there, please e-mail advising@hope.edu or come to the Registrar's Office, first floor of the DeWitt Center.