

“What-if Analysis”

Using your degree evaluation to explore majors and minors

If you have NOT DECLARED major(s) and minor(s), you can use the degree evaluation to see how the classes you’ve taken (at Hope or elsewhere) or are registered for meet requirements for general education or for any majors or minors you want to explore:

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. If you have not declared a major(s) and/or minor(s), your program will be listed at “Undeclared.”
7. At the bottom of the screen, choose “**What-if Analysis.**”
8. Select your entry term (the term you began at Hope), and click “**Submit.**”
9. From the pull-down menu, select a major program you’re considering, then click “**Continue.**”
 - Check majors and minors carefully.
 - If you are planning on teacher certification, your major and minor should:
 - be an approved composite major for elementary education (Fine Arts Composite, Language Arts Composite, Science Composite or Social Studies Composite)
 - OR
 - Special Education (EI or LD)
 - OR
 - have “Education” as part of its description - for example, “English-Elementary Educ” or “English-Secondary Educ,” rather than simply “English.”
 - For some majors (especially in the natural sciences and music), more than one degree is possible.
10. From the pull-down menu, select the correct major again. This will connect your program with the appropriate general education and other requirements).
11. To add a minor, click “**Add More.**” If you’ll be using the minor for teaching certification, you *must* select a minor listed as “Education.”
12. To add a second major, click “**Add More**” again and add the second major. Click “**Submit.**”
13. Click “**Generate Request.**”
14. 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 #14 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.
 - **Is your Degree accurate?** Hope offers Bachelor of Arts, Bachelor of Science (for majors in the natural science), Bachelor of Music and Bachelor of Science in Nursing degrees; requirements are different for each.

- 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 : | Psychology-BA | <u>Catalog Term :</u> | Fall 2004 |
| Campus : | Main Campus | Evaluation Term : | Spring 2007 |
| College : | Social Science | <u>Expected Graduation Date :</u> | May 06, 2007 |
| <u>Degree :</u> | Bachelor of Arts | Request Number : | 2 |
| Level : | Undergraduate | Results as of : | May 10, 2007 |
| <u>Majors :</u> | Psychology | <u>Minors :</u> | Chemistry |
| Departments : | Psychology | | |

□ 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 |
| <u>Total Required :</u> | No | 126.000 | 69.00 | | 29 |
| Program GPA : | Yes | 2.00 | 3.23 | | |
| <u>Overall GPA :</u> | Yes | 2.00 | 3.23 | | |
| Other Course Information | | | | | |
| <u>Transfer :</u> | | | 19.000 | | 6 |
| In Progress : | | | 16.000 | | 5 |

- ***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.
 - 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**

- Have you completed the requirements for your possible majors and minors?*** The next sections list the requirements of the majors and minors you're considering. If you have fulfilled requirements for them, the major or minor area will be marked "MET." Check under each area for a list of requirements—any marked "NO" are not completed. At the end of each area, you'll see your major or minor GPA; again, it must be at least 2.00 (some majors require higher GPA—check with your advisor).
- 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 majors or minors.
- To make substitutions in general education requirements or majors/minors, complete the correct form.***
 - **General Education Substitution Form**
<http://www.hope.edu/admin/registrar/FormsPDF/GenEdWaiver.pdf>
 - **Major Declaration Form**
http://www.hope.edu/admin/registrar/FormsPDF/MAJOR_DEC.pdf
 - **Minor Declaration Form**
http://www.hope.edu/admin/registrar/FormsPDF/MINOR_DEC.pdf
 - **Major/Minor Substitution Form**
<http://www.hope.edu/admin/registrar/FormsPDF/mjr-min-sub.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.