Running a Degree Evaluation on ZAGWEB
Log into ZAGWEB by entering the secure area.
Select the ‘Student’ option.

and then ‘Student Records’.
The ‘Degree Evaluation’ menu will allow you to view your progress toward degree requirement completion.
This menu prompts you to select the current term.
Generate New Evaluation
Allows you to run a degree evaluation based on the ‘Curriculum Information’ that appears on the page.

What-if-Analysis
Allows you to run an evaluation by selecting curriculum information from a series of drop-down menus.
Generate New Evaluation

To generate a new evaluation, select a program, degree, major and anticipated graduation term and select generate request.

Select the program information.

Select the current term and then 'Generate Request.'
What-if-Analysis

Select a catalogue term from the drop-down menu and select ‘Continue.’ This defines your degree requirements.

Select a degree program from the drop-down menu and select ‘Continue.’
What-if Analysis

Select 'Add More' to include concentration(s), minor(s) and additional major(s). Select 'Submit' when you have chosen all of your intended curriculum.

Note: If you are pursuing two degrees you will need to run each degree separately. Earning two degrees requires the completion of 158 total credits.

Select a major from the drop-down menu and select 'Continue.'
The ‘Evaluation Term’ should always be the most current term, which is the default.

Select ‘Generate Request’ to run the degree evaluation.
Once the evaluation is complete it will display in the window with requirements not met appearing in red. The evaluation is separated into several sections.

- Total degree credits requirements
- Upper division major, minor and concentration areas
- University core and school core
- Lower division major, minor and concentration requirements
- An elective area and, for the College of Arts and Science majors, an A&S credit area.

The sections are ordered to allow for double counting of courses in the following manner:

- Upper division (300-400 level) courses may double count between majors, minors and concentrations, but not the core
- Lower division (100-200 level) courses automatically double count with majors, minors, concentrations and the core.

The elective area collects and counts any courses that were not used to fulfill a specific degree requirement.

Arts and Science majors must complete 104 A&S credits; 94 A&S credits if receiving teacher certification at the same time that the degree is earned.
Once the evaluation is complete it will display in the window with requirements not met appearing in red. The evaluation is separated into several sections.

- Total degree credits requirements
- Upper division major, minor and concentration areas
- Lower division major, minor and concentration requirements
- University core
- Common College/School Curriculum
- An elective area

The Double Counting/Multiple Usage of Courses policy allows for double counting of courses for any requirement not within the same area:

- Acceptable: One course fulfills a requirement in the upper division major, upper division minor, and core
- Not Acceptable: One course fulfills two requirements in the major or in the core

The elective area collects and counts any courses that were not used to fulfill a specific degree requirement.