How to run a Degree Evaluation
Log into ZAGWEB by entering the Secure Area.

Enter Secure Area
Faculty, Staff and Current Students login using your Gonzaga Network credentials.

Accepted Student Login
Login using your Gonzaga ID and PIN to submit your housing application or view your Financial Aid award.

Check Application Status - GRADUATE APPLICANTS
Check the status of your submitted application.

Registration, Course Catalog and Class Schedule
Registration, View course information, including course description. Includes links to corresponding Class Schedule by Term.

Campus People Locator
Gonzaga University People locator for students and employees. Previously known as the Campus Email Directory.

www.gonzaga.edu/degreeeval
Select the “Student” tab

- **Personal Information**
  - Update addresses, contact information or marital status; review name or social security number change information; Change your PIN; Customize your directory profile.

- **Student**
  - Apply for Admission, Register, View your academic records, Billing and Payment, Manage ZAGCARD

- **Financial Aid**
  - Apply for Financial Aid; View financial aid status and eligibility, accept award offers, and view loan applications.
Select “Student Profile”
Select “Degree Evaluation”

This functionality will allow you to view your progress toward degree requirement completion.
Select the current term

Select Current Term

Please select the current term

Select a Term: Fall 2017

Submit
Generate New Evaluation or What-if Analysis

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 your curriculum information from a series of drop-down menus.
Once the evaluation process is complete, the curriculum information will display in the window with the course/area 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
What-if Analysis

Select your catalog term (typically the term you entered Gonzaga), then select "Continue." This selects your degree requirements.

Select the degree program on the next screen.
What-if Analysis

Select a major from the drop down menu.

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

UNDERGRADUATES: If you are pursuing two degrees you will need to run each degree separately. Earning two degrees requires the completion of 158 total credits.
What-if Analysis

The “Evaluation Term” should always be the most current term, which is the default.

Select “Generate Request” to run the degree evaluation.
Effective Fall 2016

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.