Running a Degree Evaluation on ZAGWEB
Log into ZAGWEB by entering the secure area.

- **Enter Secure Area**: Login here to view your personal information.
- **Prospective Students**: Tell us about yourself and request information about our institution.
- **Check Application Status**: Check the status of your submitted application.
- **Campus People Locator**: Gonzaga University People locator for students and employees. Previously known as the Campus Email Directory.
- **Course Catalog and Class Schedule**: View course information, including course description. Includes links to corresponding Class Schedule by Term.
- **Registrar's Office on 'www.gonzaga.edu'**: For additional information about the Registrar's Office. Follow the link above.
- **Student Financial Services on 'www.gonzaga.edu'**: For additional information about Student Financial Services. Follow the link above.
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.

Degree Evaluation Record
You may generate a degree evaluation for the curriculum(s) listed below. To view evaluation results, select a program.

Curriculum Information
Primary Curriculum
Program:
Catalog Term:
Level:
Campus:
College:
Degree:
First Major:

View Previous Evaluations ▪ Generate New Evaluation ▪ What-If Analysis ▪ View Holds
Generate New Evaluation

Select the program information.

Select the current term and then ‘Generate Request.’
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.’
Select 'Add More' to include a concentration. 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.
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
- Degree course requirements
- Concentration requirements where applicable
- An elective area to accumulate credits not used for the fulfillment of specific course requirements.

Students may substitute or waive course requirements with the permission of the department, however the total degree credit requirements must be met.

- Paperwork must be completed and signed by the department and Dean before this will reflect on a degree evaluation.

Students may transfer course work from other accredited institutions into Gonzaga University to fulfill course requirements or elective credits using the following criteria:

- Official transcripts must be received and paperwork must be completed and signed by the department and Dean before this will reflect on a degree evaluation.
- Student may transfer in a maximum of 1/5th of the total degree credit requirement (i.e. 33 credit degree program may transfer a maximum of six (6) semester credits).
- Course work transferred from a quarter school is converted to semester credits as 1 quarter credit to .66 semester credits.
- A minimum grade of a ‘B’ or ‘3.0’ on a 4.0 scale must be received in order to transfer to Gonzaga.
- Transfer grades are calculated into the Gonzaga cumulative grade point average (g.p.a.).
- Graduate students may only transfer course work from another institution if it is distinguished by the awarding school as graduate level and has not been used in a previous degree.
- Doctoral students may only transfer course work from another institution if it is distinguished by the awarding school as doctoral level and has not been used in a previous degree.