

Howdy Students!

This is a reminder on how to review your **DEGREE EVALUATION** (this is *different* from the Degree Planner). Your **DEGREE EVALUATION** will show you courses you have taken , what you are currently registered for and what you still need to graduate. Your **DEGREE PLANNER** is a *tool* that will help you *plan* courses while at A&M. **Your DEGREE EVALUATION is what needs to be complete to GRADUATE!**

**\*\*\*\*\*HOW TO VIEW YOUR DEGREE EVALUATION ONLINE\*\*\*\*\***

**The degree evaluation will tell you exactly which courses you should be taking to get a degree in Psychology.**

Access and print out your degree evaluation (not transcript) from the MyRecord tab on Howdy.

ALL STUDENTS SHOULD RUN A DEGREE EVALUATION REGULARLY, AT LEAST TWICE A SEMESTER, AND ESPECIALLY AT CRITICAL TIMES, SUCH AS AFTER DROPPING CLASSES, AND BEFORE AND AFTER REGISTRATION. ALWAYS BRING YOUR DEGREE EVALUATION WITH YOU TO TALK TO AN ADVISOR.

The degree evaluation shows where the courses you have taken (or are registered for) are counting in your degree, the courses you still need to graduate, and any courses you have taken that are not counting. If you have courses that you think should be counting but aren't – for instance, because you transferred them in from another school – you must submit a syllabus of the course with a request in person to the advising office to have the course considered for “adjustment” to a TAMU course. Be aware that this process takes several MONTHS, and there is no guarantee that a course will be accepted for adjustment.

\*Start by going to <http://howdy.tamu.edu>

\*You will see a LOGIN box on the left. Log in with your NetID and Password

\*You will be taken to the homepage where you will see a few tabs to the left. Click on the MyRecord” tab.

\*Click on the link that says “Degree Evaluation” (NOT transcript). You should see bulleted items to click on within the box. Click on the link that says “View Degree Evaluation.”

\*The next page will ask you to select the semester you wish to view. Choose the one that you are interested in (e.g., FALL2020) and click “Submit.”

\*You will see a page that says “Degree Evaluation Record” at the top and “Curriculum Information” on the left. There will be three links at the very bottom of the page. Click on the one in the center that says “Generate New Evaluation.”

\*The next page will say “Generate New Evaluation” at the top and will have your Program, Degree, and Major on the left. Click on the circle next to “Program” and select your semester again. Then, click on the button that says “Generate Request.”

\*The next page will say “Degree Evaluation Options” at the top. Click on “Detail Requirements” and then click “Submit.”

You should now be able to view your degree evaluation. This shows all the classes for which you have credit and where they are counting AS WELL AS the classes you still need to take (usually in red). Identify the classes you are missing, then use the Howdy schedule of classes to find courses to register for that will fill the missing credits in your degree evaluation