Degree Works: Student’s Official Plan of Study

Degree Works is a web-based tool that enables a student and their advisor to review past, present and future academic coursework to evaluate which degree requirements are complete and which degree requirements are still needed.

Key Reasons to View Your Plan Often
1. Allows you to see how your transferrable credit hours/coursework has been allocated to degree requirements after your official transcript(s) from all previous institutions attended is/are received and evaluated by the university.
   - All official transcripts should be sent to: Athens State University, Office of Admissions 300 N. Beaty Street Athens, AL 35611
2. Allows you to view and familiarize yourself with required coursework and hours for your chosen bachelor’s major, minor if applicable, and overall graduation requirements.

Planning Course Schedule
a) Degree Works provides detailed course information for all courses that meet specific degree requirements. When you click on a hyperlinked “Still Needed” course in your plan (also called “Course Link”), a pop-up gives brief information about the course and its availability in upcoming semesters.

b) The day after your course registration, Degree Works “plugs” the course into your plan.

c) It is important to review your Degree Works plan not only before coursework registration, but also the day after course registration or a schedule modification. This practice helps to ensure your coursework selection meets the appropriate degree requirements.

How-to Access
1) Go to the Athens State home page\(^1\) and scroll to the top or bottom of the page
2) Select: “Athens State Online,” log in using your Athens State ID and PIN (Contact the Help Desk\(^2\) for ID and PIN access support)
3) Select: “Student” tab
4) Select: “Degree Works Advising” link

Tutorial videos can be found on the Student Success Center’s page.\(^3\)

Utilize the Student Success Center
It is common for new students to have questions about first semester course selection and registration, requirements, policy, procedure, Degree Works, ETC. The center’s staff can provide clear and appropriate direction.

Staff:
Barry DeVine: \(^4\) Counselor
College of Arts and Sciences (Including Secondary Education Majors)
(p) 256-233-8277

Beth Rice: \(^5\) Success Coach
College of Education, (p) 256-233-8159

Kim Dunnivant: \(^6\) Success Coach
College of Business, 256-233-8276

Derrek Smith: \(^7\) Director, (p) 256-233-8274

Location: Sandridge Student Center,\(^8\) 1st Floor;
Office Hours: Mon. – Fri., 8 a.m. to 4:30 p.m.

Get the Orientation Guide\(^9\) click “New Student”