Tour of the Progress Report

Your progress report is a dynamic online document in my.newpaltz.edu that tracks degree requirements by indicating which ones are in progress, completed, or not yet started.

It is an important tool you will use on a regular basis to monitor your academic progress in completing degree requirements. You can access it in your my.newpaltz.edu account:
Overview

General Student Information

Legend

Degree Requirements Overview

Upper Division Requirement

Liberal Arts Requirement
**Writing Intensive Requirement**

- Writing Intensive Course

**Diversity Requirement**

- Diversity Requirement

**General Education 4 Requirements**

- Category 1: Behavioral Science
  - Writing Intensive Course

- Category 2: Behavioral Science
  - Writing Intensive Course

- Category 3: Behavioral Science
  - Writing Intensive Course

- Category 4: Behavioral Science
  - Writing Intensive Course

**Major**

- Major Concentration
  - Writing Intensive Course
  - Diversity Requirement
  - General Education 4 Requirements
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMM 340</td>
<td>General Research Methods</td>
<td>5</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>CMM 355</td>
<td>Intro to Public Relations</td>
<td>3</td>
<td>Spring 2020</td>
</tr>
<tr>
<td>CMM 356</td>
<td>Organizational Behavior</td>
<td>3</td>
<td>Spring 2020</td>
</tr>
<tr>
<td>CMM 358</td>
<td>Organizational Communication</td>
<td>3</td>
<td>Winter 2020</td>
</tr>
<tr>
<td>CMM 366</td>
<td>Communication &amp; Presentation</td>
<td>3</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>CMM 375</td>
<td>Communication &amp; Presentation</td>
<td>3</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

**Credits that Count Towards Your Degree**

**In-Progress Courses**
Sections

General Student Information
The first section provides basic information such as your name, student ID number, degree type, major, and advisor. You will have a general advisor from the Office of Academic Advising and, if declared, an advisor from your academic department. You may eventually have other advisors too – for a minor or a program such as Honors. Some fields are noted below.

1 In this field, AA or AS appears here if earned and if official transcripts have been received.
2 Math Placement Level is based on ALEKS or your most recent college math course. This will be blank if you did not take ALEKS or had no previous college math course. More here.
3 Foreign Language level is provided only for Freshmen and is based on the foreign language studied in high school and number of years studied. More here.
4 This field shows total credits earned outside of New Paltz. Read about the policy on transfer credits here.
5 This field Indicates if you are repeating credits. Read about the policy on repeating credits here.
6 These fields indicate special programs you may be enrolled in.
7 This field indicates your Academic Standing. Read about the policy on Academic Standing here.
Degree Requirements Overview
The next section is an overview of your progress towards all degree requirements: Liberal Arts credits, Upper Division credits, Writing Intensive, General Education, Diversity and major/minor requirements. Throughout your progress report, yellow indicates In-progress, green indicates completed, a red box indicates requirements yet to be completed.

Upper Division Requirement
Every student must complete at least 45 upper division credits (courses at the 300 to 400 level). All courses that qualify as upper division are listed here as well as a running total of credits completed and still remaining for this degree requirement.
Liberal Arts Requirement
Depending on your degree type, you need to complete a certain number of liberal arts credits: 90 credits for a BA; 60 credits for a BS; 30 credits for a BFA. All courses that qualify as liberal arts are listed here as well as a running total of credits completed and still remaining for this degree requirement.

Writing Intensive (WI) Requirement
Every student must complete a Writing Intensive course. These courses are indicated on the schedule as “Writing Intensive.” (This requirement must be completed at New Paltz.)

Diversity Requirement
Every student must complete a Diversity course. These courses are indicated on the schedule as “Diversity.” (This requirement must be completed at New Paltz.)
General Education 4 Requirements

Here General Education courses are tracked. Note that if you are a transfer student who earned an AA or AS degree this section will be collapsed because the GE program is considered completed by virtue of degree. Throughout your progress report, hyperlinks of courses that meet a requirement are shown to provide course descriptions.

[Image of General Education 4 Requirements table with courses listed and meeting times]
Major
The major section tracks progress toward your major. This section indicates how many credits have been completed in your major and how many more are required.

Credits that Count Towards our Degree
This section lists courses that do not fulfill specific degree requirements but still count towards your 120 credits.

In-Progress Courses
This section lists courses for which you are currently registered.
The What-If Feature

The What-If feature allows you to reconfigure your progress report for any major or minor at New Paltz. You can access the What-If feature from your progress report by clicking on the What-if link located at the top left. After you select the criteria for your What-If, your progress report will be generated based on that major/minor so you can easily see how courses you’ve taken may count for the proposed major/minor.

Click on What-If

Select Your Criteria for the What-If

Click “Process What-If”