

MyClarion Academic Advising (Degree Audit) Documentation: Viewing a What-If Report in Campus Solutions for a Pre-matriculated Student

Degree audits can be viewed for an undergraduate student before they deposit. You only need to use this process if the student has not already been matriculated by Admissions. Please note that the degree audit requirements may change through the CCPS process but you should still have a good idea of how the students transfer credits will fit into their program.

1. Once you are logged into MyClarion, click on the **Campus Solutions** Link.
2. Under **Main Menu**, navigate to Academic Advisement, Student Advisement, Request Advisement Report.
3. Click the **Add a New Value** Tab.

Request Advisement Report

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value **Add a New Value**

Search Criteria

ID: = [] []

Academic Institution: = [] CLARU []

Report Type: = [] []

Report Date: = [] []

Report Sequence: = [] []

Report Identifier: begins with [] []

User ID: begins with [] []

Date Processed: = [] []

Report Status: = [] []

Case Sensitive

Limit the number of results to (up to 300): 300

Search Clear Basic Search Save Search Criteria

4. Enter the Clarion ID#, Academic Institution, and Report Type as **PTRF**. Click **Add**.

Request Advisement Report

Find an Existing Value **Add a New Value**

ID: 12345678 []

Academic Institution: CLARU []

Report Type: PTRF []

Add

5. Check the **Use Career Simulation** checkbox. Once you click the box, click the link that appears to the right that says, **View/Change the Career Simulation**.

Report Request | Report Request Log

ID/Name	10645810	Jennifer Linkhorst
Academic Institution	CLARU	Clarion University of PA
Report Type	PTRF	Prematric w/transfer Model
Date Processed		
Report Status	Pending	
*Report Date	08/01/2018	
*As of Date	01/01/3000	
*Report Identifier	ADMIN	Administrative Request

Actions

Process Request

What-If Information

Use Career Simulation [View/Change the Career Simulation](#)

[Add a What-If Course](#)

6. This will take you to the *Create What-If Scenario* page. All the fields will be blank. You need to run the what-if report for the students current major to see the transfer credits if they are not matriculated. Click the **Copy Current Program** button and it will bring up the students current plan. Once you are done click the **OK** button.

Copy Current Program | Clear What-If Values

Program What-If Data View All First 1 of 1 Last

*Academic Institution	Clarion University of PA
*Academic Career	
*Career Requirement Term	
*Requirement Term	
Student Career Nbr	1
*Academic Program	

Plan What-If Data View All First 1 of 1 Last

*Requirement Term	
*Academic Plan	
Plan Sequence	10

Sub-plan What-If Data View All First 1 of 1 Last

*Requirement Term	
*Academic Sub-Plan	
Plan Sequence	10

OK

- This will take you back to the page to generate the degree audit. Click the **Process Request** button that is located in the middle left of the page. The what-if report will then display.

Report Request Report Request Log

ID/Name	10645810	Jennifer Linkchorst	
Academic Institution	CLARU	Clarion University of PA	
Report Type	S-WIF	What-If Report	
Date Processed	02/18/2014	Report Status	Completed
*Report Date	<input type="text" value="11/15/2012"/>	*As of Date	<input type="text" value="01/01/3000"/>
*Report Identifier	<input type="text" value="BATCH"/>	Generic Batch	

Actions

 [View Report](#)

Printer

▼ What-If Information

Use Career Simulation [View/Change the Career Simulation](#)

[Add a What-If Course](#)