Guide to the UAccess Academic Advisement Report for Music Majors

What is an Academic Advisement Report?

Your Academic Advisement Report is a computerized degree audit in UAccess, through which you should regularly check progress toward your educational goals. The advisement report checks courses for which you are registered or have completed against the requirements of your program(s) and provides an audit report.

Does the Academic Advisement Report replace advising?

No. The purpose of the advisement report is to enhance advising by providing accurate and comprehensive information that you can use in consultation with your advisor to make academic decisions. Many major and minor requirements call for you to select coursework in consultation with your academic advisor. Additionally, your advisor is able to correct errors on the advisement report and make adjustments when necessary. In music, the Undergraduate Academic Advisor is Mr. Eric Johnson; emj2@email.arizona.edu; (520) 621-1656. Please make an appointment with Mr. Johnson to discuss questions you may have regarding the Academic Advisement Report, your degree requirements and other issues you may have regarding your academic life and beyond.

How do I obtain my Academic Advisement Report?

From UAccess Student Center:

- Click on the “other academic…” box and choose “Academic Requirements”.
- Click on the double arrow to the right of the box.
- When the report appears, click on “View Report as PDF” or you can view your requirements in detail by clicking on “expand” in its original format. This is the format that the music advisor uses when meeting with music students for advising.
Important Terms To Know

*Satisfied*
Throughout your academic advisement report, you may see the word “*Satisfied*”. *This word does not necessarily mean what you think it does!* In the UAccess language, “*Satisfied*” means that, with all past, current, and future listed enrollment on your UA record, the requirement is (or will be) complete. It is assumed that any coursework that has not yet been finished will be satisfactorily completed. If you drop or fail a class, then the requirement may revert to “*Not Satisfied*”.

Below is an example of a degree requirement that has been satisfied with the successful completion of a course.

![Degree Requirement Satisfied Example](image_url)
*Not Satisfied*
This term means that either (1) you have not yet completed (or registered for) the appropriate course(s) to complete the requirement, or (2) the course(s) needed to complete the requirement are not showing in that requirement. This may happen if you have a transfer course that does not automatically show up where it should to complete the requirement. Sometimes courses taken at UA do not end up where they should on the advisement report. Please contact Mr. Eric Johnson, the Undergraduate Academic Advisor in music for more information. The term “*Not Satisfied*” will also appear when your GPA is below the minimum for that requirement.

Below is an example of the same degree requirement that has not yet been satisfied.
Graduation Requirements
The box at the top of the pdf version of the advisement report shows your GPA and unit requirements. You can also see your “requirement term” (catalog year). It is very important to know that the numbers in the column “Total Units” include the numbers in the “In Progress Units” column. Again (like with the term “Satisfied”), UAccess assumes that you will finish all current and future listed enrollment on your report. To determine the numbers of units you have completed, subtract “In Progress Units” from “Total Units”.

Please be aware that all BA students in music must complete 120 units to graduate. All BM students must have 125 completed units. Both degree types require students to have completed 42 upper division units to graduate. This box on the top of your pdf version of the Academic Advisement Report is the best place to track completion of these degree requirements.

Graduation Requirements

<table>
<thead>
<tr>
<th>Academic level</th>
<th>Required GPA</th>
<th>Actual GPA</th>
<th>GPA Status</th>
<th>Requirement Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Career</td>
<td>2.00</td>
<td>3.400</td>
<td>Satisfied</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>Performance (Percussion) Major (BMUS)</td>
<td>2.000</td>
<td>4.000</td>
<td>Satisfied</td>
<td>Fall 2010</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Unit Requirements</th>
<th>Required Units</th>
<th>Total Units *</th>
<th>In Progress Units</th>
<th>Unit Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units Required for this Degree</td>
<td>125.00</td>
<td>48.00</td>
<td>13.000</td>
<td>Not Satisfied</td>
</tr>
<tr>
<td>Upper Division Units</td>
<td>42.00</td>
<td>0.00</td>
<td>0.000</td>
<td>Not Satisfied</td>
</tr>
<tr>
<td>Units in Residence</td>
<td>30.00</td>
<td>48.00</td>
<td>13.000</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Final Units in Residence</td>
<td>18.00</td>
<td>29.00</td>
<td>13.000</td>
<td>Satisfied</td>
</tr>
</tbody>
</table>

Undergraduate Graduation Requirements
There is a lot of general information listed in this section. Please see your advisor if you have questions regarding these requirements. A common point of concern in the section is the “Community College Limit.” Students nearing graduation who have transferred many units from 2-year institution(s) should check the “Community College Limit” to ensure that you have completed enough units to meet this requirement.
Undergraduate General Education and Foundation Requirements:

**Foundation Mathematics**
The math requirement listed in this requirement is based on your major. Degrees in the College of Fine Arts require the “GE General Math Strand” requirement (usually satisfied with MATH 105, 110, 112, or PHIL 110, but many other options are available and listed on your report). If you are also pursuing a major outside Fine Arts, a higher math requirement may be listed here as well.

The Course Equivalency Guide ([http://aztransmac2.asu.edu/cgi-bin/WebObjects/Admin_CEG](http://aztransmac2.asu.edu/cgi-bin/WebObjects/Admin_CEG)) shows the transferability of courses from Arizona community colleges and universities to the University of Arizona.

It is possible to transfer a course from another institution to meet the math requirement.
Courses taken at institutions outside Arizona must be approved by the appropriate department at the UA (Math or Philosophy) in order to complete the math requirement. See the Math Transfer website (http://math.arizona.edu/academics/placement/credits) for details on the math course approval process. Contact Ms. Laura Howard, the Philosophy advisor at: lmhoward@email.arizona.edu for approval for PHIL 110 [if an equivalent is not already specified in the Course Equivalency Guide]. Only an advisor in the appropriate department (Math or Philosophy) may make an adjustment to your advisement report for this requirement. Your major advisor does not have the authority to do this.

**English Composition**

This requirement is usually satisfied with ENGL 101 and 102, but can also be satisfied with ENGL 103H and 104H, or ENGL 107 and 108, or ENGL 109H.

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
<th>When</th>
<th>Grade</th>
<th>RptCd</th>
<th>Rq Dec</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 102</td>
<td>First-Year Composition</td>
<td>3.00</td>
<td>Fall and Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>ENGL 104H</td>
<td>Ctrl Papers+Project Advisor</td>
<td>3.00</td>
<td>Fall and Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 10B</td>
<td>Engr Comp ESL Students</td>
<td>3.00</td>
<td>Fall and Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**OR Option 2: Honors Composition (R532/L30)**

Not Satisfied: OR Complete 1 course with a C or better.

- Courses: 1 required, 0 taken, 1 needed.

The following courses may be used to satisfy this requirement:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
<th>When</th>
<th>Grade</th>
<th>RptCd</th>
<th>Rq Dec</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 109H</td>
<td>Adv First-Year ComposIn</td>
<td>3.00</td>
<td>Fall and Spring</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
It is possible to transfer course(s) from another institution to meet this requirement. The Course Equivalency Guide (see link above) shows the transferability of courses from Arizona community colleges and universities to the University of Arizona. Courses taken at institutions outside Arizona must be approved by the UA Writing Program (520-621-3553, Mod Lang Rm 380). Only an advisor in the UA Writing Program may make an adjustment to your advisement report for this requirement. Your major advisor does not have the authority to do this.

**Foundation Second Language**

This requirement will usually only be satisfied with one course – the course that meets the level of language proficiency required for your degree. For BA degrees, this means “fourth semester proficiency” – for example “SPAN 202” (see below). For BM degrees, this means “second semester proficiency” – for example “SPAN 102”. If you are taking courses toward the language requirement, but have not yet taken the course that ultimately meets the requirement, the course(s) will **not** show in this location on your advisement report, and will only show in the “Additional Coursework” section later in the report.

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### Foundation Second Language - Fourth Semester Proficiency (RS19)

**Not Satisfied:** Credit will not be given for a course at an equivalent or lower level than prior language credit earned.

Course must be taken for a grade, not for pass/fail.

Demonstrate fourth semester proficiency in a second language by completing one of the following:

1. Complete a Fourth Semester Language Course
2. Complete Arabic 401 and 1 course from Arabic 424B, 427B or 430B.
3. Pass a language proficiency examination at the fourth semester level

**Option 1: Fourth Semester Language Course (RS19/L10)**


Courses used to fulfill this requirement may also be used to fulfill other requirements.

- Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Grade</th>
<th>RotCd</th>
<th>RqDes</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Course List</td>
<td>Fourth Semester Lang Course</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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It is possible to transfer course(s) from another institution to meet this requirement. The Course Equivalency Guide (see link above) shows the transferability of courses from Arizona community colleges and universities to the University of Arizona. Courses taken at an institution outside the state of Arizona must be approved by the UA department offering the language.

Only an advisor in the appropriate language department may make an adjustment to your advisement report for this requirement. Your major advisor does not have the authority to do this.
**General Education Tier I, Tier II, Diversity Emphasis**

These requirements are well detailed in the advisement report and appear in the same format as the Foundational Requirements in composition, math and second language. Students may take course(s) elsewhere to meet these requirements. These courses should be pre-approved (i.e., approved BEFORE the course is taken) by Mr. Eric Johnson, the Undergraduate Academic Advisor in music. Once your course(s) have transferred to UA, and if they are not showing up on your advisement report in the appropriate location, please make an appointment with Mr. Johnson.

To see if the transfer course(s) are on your UA record, check your “Transfer Credit Report” in the “My Academics” section of your UAccess Student Center.

**Additional Coursework**

This section is designed to show courses that may not be in any other location on your advisement report. Courses here might be available as substitutions for specific requirements. Language courses (on the way to the course that ultimately meets the required proficiency level for the degree) are usually shown here (see below).
**Major Requirements**
Please see Mr. Eric Johnson for questions regarding your major in music and its requirements. Sometimes adjustments must be made for your major coursework to show appropriately on your report.

**Minor Requirements**
If you have a minor, this section will be below your major(s). If a minor is required for your degree, but you have not declared one, your report will say “Minor Required”.

- **Minor Required**

  Not Satisfied: A minor is required for this major. Consult with your advisor to select a minor or discuss other options such as selecting a second major.

Please see an advisor in the minor department to declare the minor and/or if you have questions about courses in your minor. Sometimes adjustments must be made for all your minor coursework to show appropriately on your report.

**Course History**
This is the last section of the pdf version of your report. It shows all the courses you have taken toward your degree, in the order you have taken them at UA. Transfer courses usually are shown at the beginning of the Course History section, before your UA courses. Transfer courses have a grade beginning with “T” (Transfer), which do not count toward your UA GPA. AP scores have a grade of “T”. Honors courses, courses taken for a GRO, and other types of courses will be shown here.

<table>
<thead>
<tr>
<th>Term</th>
<th>Subject</th>
<th>Catalog Nbr</th>
<th>Title</th>
<th>Grade</th>
<th>Units</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2011</td>
<td>SPAN</td>
<td>1PR</td>
<td>Spanish Proficiency 1st Semest</td>
<td>T</td>
<td>0.00</td>
<td>TE</td>
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<tr>
<td>Fall 2011</td>
<td>CLAS</td>
<td>16002</td>
<td>Classical Mythology</td>
<td>3.00</td>
<td>IP</td>
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<tr>
<td>Fall 2011</td>
<td>ENGL</td>
<td>101</td>
<td>First-Year Composition</td>
<td>3.00</td>
<td>IP</td>
<td></td>
</tr>
<tr>
<td>Fall 2011</td>
<td>GC</td>
<td>170A1</td>
<td>Intro to Global Change</td>
<td>3.00</td>
<td>IP</td>
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<tr>
<td>Fall 2011</td>
<td>MUS</td>
<td>130A</td>
<td>Intro Music Literature</td>
<td>2.00</td>
<td>IP</td>
<td></td>
</tr>
<tr>
<td>Fall 2011</td>
<td>SPAN</td>
<td>102</td>
<td>Second Semester Spanish</td>
<td>4.00</td>
<td>IP</td>
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</tr>
</tbody>
</table>

As always, if you have questions about anything listed on the Academic Advisement Report, see Mr. Eric Johnson, undergraduate music advisor.

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