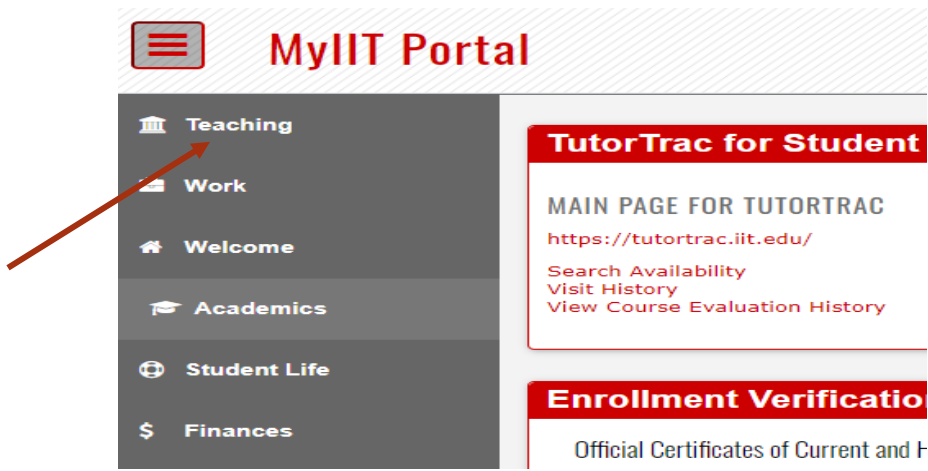


Graduate Degree Works and eForms Quick Start Guide (FACULTY)

Use eForms to request a Change of Adviser, Degree, Major, Transfer Credit, Co-Terminal Shared and Non-Shared Credit, Course Substitution or Exception or to Declare or Change a Specialization (Concentration), Master's Project, Thesis Options or International Partner Research Project:

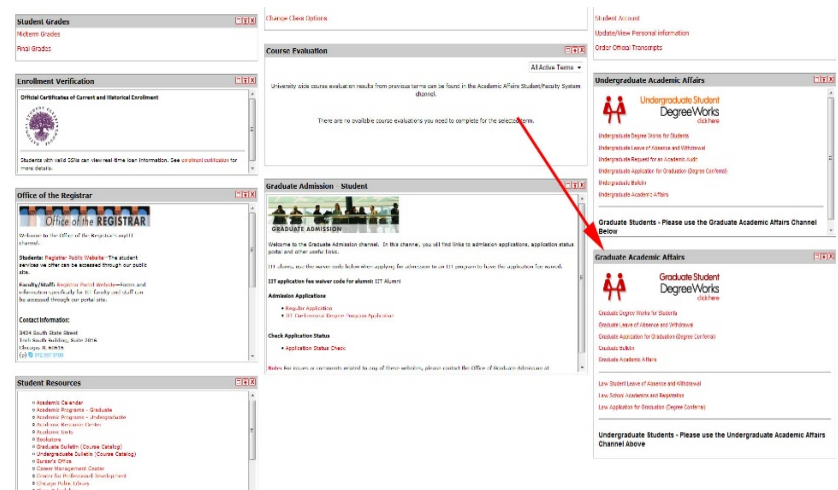
1



- From the **MyIIT Portal** select the appropriate link on the left (for your user role).
 - Academics link (student) **or**
 - Teaching link (faculty) **or**
 - Work link (staff), then opt-in to add the Graduate Academic Affairs Channel
- Then**, navigate to the **Graduate Academic Affairs** channel (directly below the Undergraduate Academic Affairs channel)
- Select the **Graduate Degree Works** hyperlink
 - You can review the eForms status of pending, approved, rejected or not submitted requests by selecting the **eForms Tab in Degree Works**

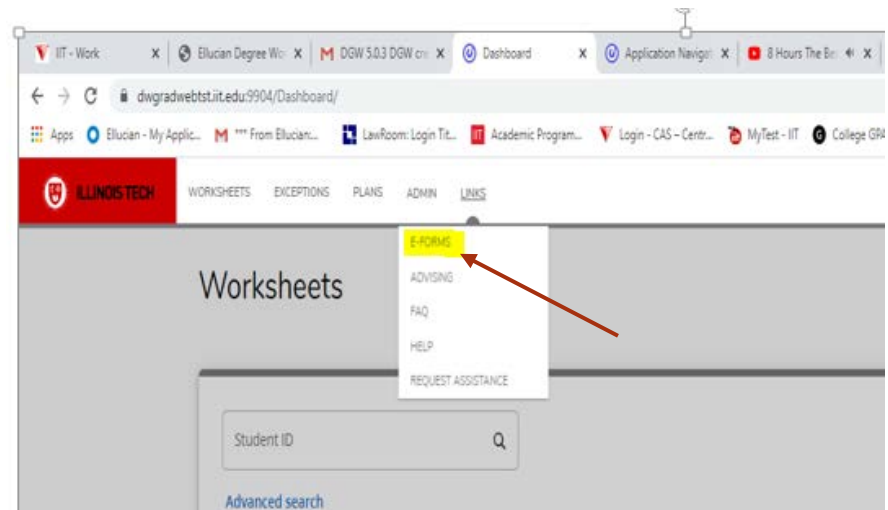
***NOTE: To access Quick Start Guide, please access Graduate Academic Affairs Website and select For Faculty link**

2



/GAA/Degree Works/Training/How to Guides/Graduate DegreeWorks and eForms Quick Start Guide

3



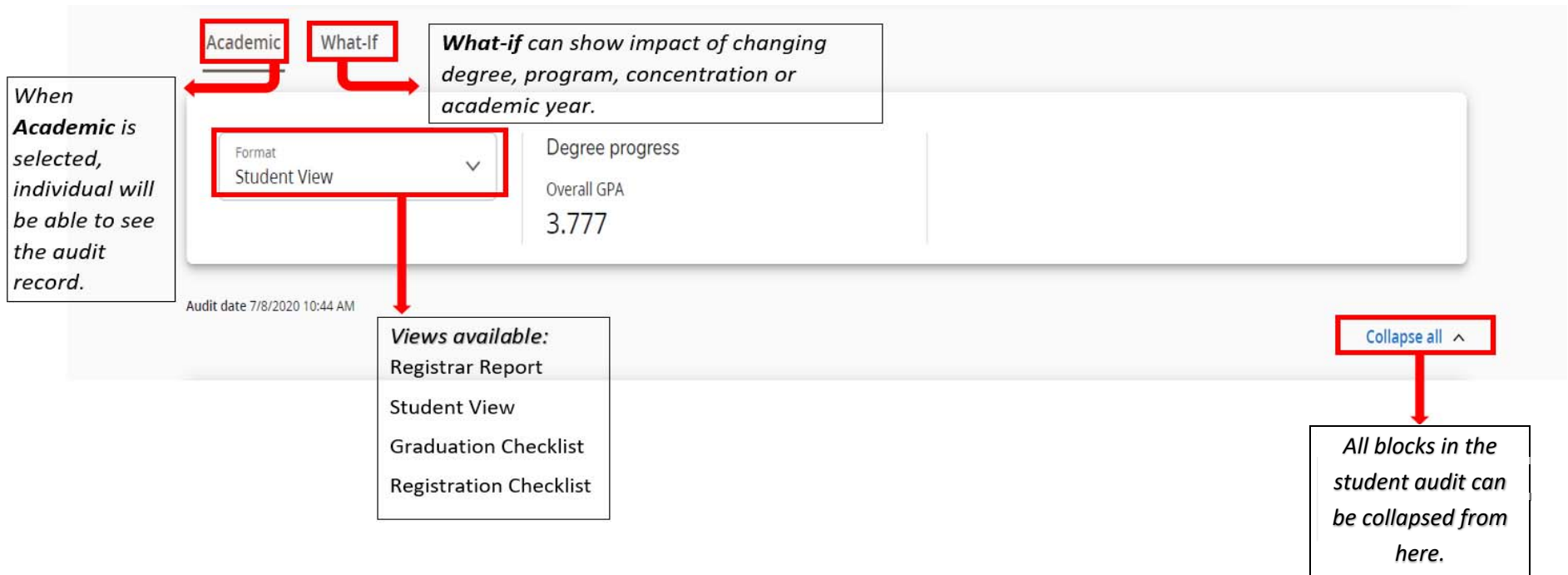
7.9.2020

GRADUATE DEGREE WORKS 5.0.3 – RESPONSIVE DASHBOARD

CURRENT VERSION OF GRADUATE DEGREE WORKS

Student ID	[REDACTED]	Level	A1	Graduate
ID	[REDACTED]	Degree		Professional Master
Classification	A2	Graduate Non Doctora	College	A4
Advisor	A5	Nelson, Ryan is your Primary Advisor.	Major	A3
Overall GPA	B1	3.777	Concentration	
Academic Standing	Term: Spring 2020 B3 End of term: Good Standing B2		Test Scores	New GRE Analytical Writing Section: 3.0 B4 New GRE Verbal Code: 142 B5 New GRE Quantitative Code: 149 C1 New GRE Total Score: 291 C2
English Requirements	C3 C4 D1		Special Program	
Academic History	MAS-ITM-1 Sought Will not Graduate MAS-CYF Sought No graduation status			

Academic and What-If Links



Program Block

Total number of credits student completed, has in-progress and preregistered for. If student participated in multiple graduate programs, the total number for all the programs appears here.

Catalog Year

Professional Master's Degree MAS

INCOMPLETE

Indicates status of requirements listed in block

Credits applied: 30 Catalog year: 2019 GPA: 3.777

Allows individual to collapse block



Overall GPA

3.0 GPA Requirement Met

Masters Advising/Program of Study

MS Advising Completed

AP

Spring 2019

If the Master's Advising completed box is not checked above, schedule an appointment to meet with your graduate academic adviser or co-terminal adviser. Check the advising protocol for your academic unit for scheduling and meeting with your adviser on the academic unit's website (advising page). When advising is completed, your adviser will lift the hold, which will allow registration within 24 hours

Prior Earned Degree Verification Completed by Graduate Admissions

Major Requirements

Still needed:

See [Major in Cyber Forensic and Securities MAS](#) section

Legend for symbols located at the bottom of the audit

Major Block

Credits required for program

Credits applied to program

Catalog Year

INCOMPLETE

Program GPA

Indicates status of requirements listed in block

Credits required for program

Credits required: 30

Credits applied: 27

Catalog year: 2019

GPA: 3.875

Program GPA

Unmet conditions for this set of requirements: 30 credits are required. You currently have 27 applied. You still need 3 more.
 Additional course limit restrictions apply to this program: Maximum 9 transfer credits and 6 hours of 700 level course-work may be substituted for a 500 level course-work.

	Course	Title	Grade	Credits	Term
○ Core Courses					
✔	Legal and Ethical Issues in Information Technology	ITMM 585	Lgl&Ethical Issu In Info Tech	A	3 Spring 2019
✔	Cyber Forensics	ITMS 538	Cyber Forensics	A	3 Spring 2020
	Exception by:	Mani, Surendar	On: 06/08/2020	Apply Here:	TEST - Exception - Apply Here 5.0.3 Responsive
✔	Vulnerability Analysis and Control	ITMS 543	Vulnerability Analys and Ctrl	A	3 Fall 2019
✔	Cyber Security Technologies	ITMS 548	Cyber Security Technologies	A	3 Fall 2019
✔	Cyber Security Management	ITMS 578	Cyber Security Mgmt	B	3 Fall 2019
○	Digital Evidence	ITMS 583	Digital Evidence	NG	(3) Fall 2020

Legend for symbols located at the bottom of the audit

Student may have one or more of the blocks below.

Number of credits in a block

Fallthrough (eForm required for an internal transfer/substitution request)

Credits applied: 3 Courses Applied: 1

Number of courses in a block

eForm can only be used for coursework

Course	Title	Grade	Credits	Term
ITMS 579	Data Breach Analysis & Defense	B	3	Spring 2020
Declaration of Specialization		AP		
Declaration of Specialization		AP		Spring 2019
Master Advising		AP		

Disregard any noncourse items that may appear. Temporary error will be fixed shortly.

Insufficient

Credits applied: 0 Courses Applied: 1

Course	Title	Grade	Credits	Term
CS 201	Accelerated Intro to Cmptr Sci	A	0	Fall 2018

In-progress and Preregistered

Credits applied: 15 Courses Applied: 4

Course	Title	Grade	Credits	Term
INTR 014	GR Full-Time Internship	NG	(6)	Summer 2020
ITMS 528	Database Security	NG	(3)	Fall 2020
ITMS 558	Operating Systems Security	NG	(3)	Fall 2020
ITMS 583	Digital Evidence	NG	(3)	Fall 2020

Exceptions



Type	Description	Created on	Created by	Block	Enforced
Apply Here	TEST - Exception - Apply Here 5.0.3 Responsive	06/08/2020	Mani, Surendar	Major in Cyber Forensic and Securities MAS	Yes
Remove Course and/or Change the Limit	TEST - Exception - Chg the Limit 5.0.3 Responsive	06/08/2020	Mani, Surendar	Major in Cyber Forensic and Securities MAS	Yes
Remove Course and/or Change the Limit	TEST - Exception - Chg Lmt Incr 6 5.0.3 Responsive	06/08/2020	Mani, Surendar	Major in Cyber Forensic and Securities MAS	Yes
Also Allow	TEST - Exception - Allow wChg Lmt 5.0.3 Responsive	06/08/2020	Mani, Surendar	Major in Cyber Forensic and Securities MAS	Yes

Notes



Status	Description	Created on	Created by
	There are no notes for this person.	07/14/2020	Fifies, Diane

Legend

Complete
 Not complete
 Complete except for courses in-progress
 Nearly complete - see advisor
 Prerequisite
 Any course number

Legend shows what the various symbols the audit represent

The audit is for academic planning only

***** THIS AUDIT IS NOT OFFICIAL AND IS USED FOR ACADEMIC PLANNING ONLY *****

The (degree) Worksheet is an advising and registration guide, not an official audit. Select the FAQ and Help tab at the top of this screen for additional information. Request technical assistance or report issues found in the Worksheet by selecting the Request Assistance (tab) at the top. A mandatory advising session is required before 9 credits for traditional masters and 18 credits for doctoral study is earned or enrolled, a registration hold is placed for non-compliance. Co-terminal students are required to submit a declaration of co-terminal shared courses (for use in both undergraduate and graduate programs) and non-shared credit (graduate program only.) 1. Use the eForms tab to request: a change of adviser or degree program (including project, thesis, specialization/concentration, or international research project-for IIT Europe students only), transfer credit or co-terminal shared/ non-shared courses and course substitution or exception. 2. Use the Banner Self-Service tab to apply for degree conferral (graduation application) or to request official transcripts. Form G528 is required for a certificate conferral (a 9-12 credit hour program). 3. Official degree and certificate audit results are emailed to the Illinois Tech student email account and detail any deficiency(s) found in the semester of application for graduation (by mid-semester). 4. Direct official transcript and diploma questions to the Office of the Registrar, registrar@iit.edu, or in-person visit the One Stop located in the MTCC building.