

MAKING SENSE OF YOUR PROGRAM EVALUATION

Champlain's program evaluation is a tool to help you understand the requirements of your academic program. It allows you to determine which requirements you've already met and which are still outstanding. To ensure you are making timely and satisfactory progress toward graduation, you should review your program evaluation regularly. For your convenience, your evaluation is available online, through your faculty advisor and in the Advising and Registration Center (ARC). Should you have questions about how to understand your program evaluation, please contact your faculty advisor or the ARC.

The program evaluation is divided into several blocks of information.

Block #1: Student Information

This block contains basic information about you and your program of study. Please pay particular attention to the Anticipated Completion Date. Should you anticipate graduating on a timeframe other than the month and year listed in this field, contact the Advising and Registration Center.

Block #2: Message from the Advising and Registration Center

The information in this section is the same for all students. Please be sure to read this information each time you receive a program evaluation so you are aware of any updates or announcements from the ARC.

Block #3: Program Status

This section displays information about overall credit and GPA requirements. Bachelor programs at Champlain require students to complete all academic program requirements, a minimum of 120 credits and an overall 2.00 GPA. Additionally, specific GPA requirements for some courses exist in a few majors. Check with your faculty advisor if you are unsure if this additional requirement pertains to your program.

Block #4: Legend

Below the Program Status block, is a short legend. The information provided here is used in the rest of the program evaluation to reflect the status of academic requirements. Statuses: W=Waived, C=Complete, I=In progress, N=Not started, P=Pending completion of unfinished activity

Block #5: Requirements

(a.k.a. How do I know what courses I need to take?)

By looking at the requirements section of your program evaluation, you can determine which courses you still need to complete. Requirements are grouped into four categories: Core Requirements, Requirements for Your Major, General Elective Requirements and Other Courses. Depending on your major, your program evaluation will reflect some, or all, of these requirement categories.

Each requirement is comprised of either a specific course (ex: MTH-120) or a type of course (ex: one Literature course). As you complete courses, the grade and credit you've earned will appear to the right of the requirement. If you have not fulfilled a requirement, you will see an indication that something (a course or a particular number of credits) is still needed.

Listed below is a sample Core Requirement:

D) 1: Core Requirements

> Complete the following:

Credits: 6

D) COMPLETE THE FOLLOWING COURSES:

Credits: 6

ENG-111..... 2005FA B+ 3

ENG-112..... 2006SP ____ (3) *IP

HIS-210_____ 1 course needed

HIS-211_____ 1 course needed

HIS-313_____ 1 course needed

HIS-415_____ 1 course needed

N) COMPLETE ONE LITERATURE COURSE

_____ 1 course needed

N) COMPLETE 3 CREDITS OF FINE ARTS ELECTIVES FROM

> SUBJECTS ART OR THE

_____ 3 credits needed

C) COMPLETE ONE LABORATORY SCIENCE COURSE

SCI-240.....2005FA A- 4

In the sample above, the student has not completed the Core Requirements. By looking at the column on the right, you are able to determine what still needs to be completed: HIS-210, HIS-211, HIS-313, HIS-415, one literature course and 3 credits of a course with the subject of ART or THE(Theater).

Do I have to take courses in a particular order?

Yes. The faculty at Champlain has created your academic curricula with course sequencing in mind. Therefore, after you have determined what courses you have remaining, you should take that information and look at when it's best for you to take these courses. To do so, you'll need to know your catalog year (available on your program evaluation, block #1).

The catalog year indicates which curriculum you are following. If your catalog year is 2004 or prior, you'll need to consult the Admissions catalog for that year. The curriculum in the Admissions catalog is listed in blocks indicating which courses should be taken each semester. If your catalog year is this year, you may either consult the Admissions catalog or utilize the college website.

If you have questions about course sequencing, ask your faculty advisor or a member of the ARC staff.

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