1. This is the student’s cumulative GPA. A 2.00 GPA is required.

2. This is the number of credits the student has earned. 120 credits are required for a Bachelor’s degree. In this example, the student has taken 67 credits (including in progress credits) and 53 credits are needed.

3. This is the number of credits taken at a 4-year institution. 36 credits at a 4-year institution are required for a Bachelor’s degree.
4. This is the number of credits taken at the 300-400 level. 36 credits at the 300-400 level are required for a Bachelor’s degree. In this example the student has taken 18 credits at the 300-400 level, and 18 credits are still needed. Transfer credits earned at a lower level (100-299) may appear on this report as the equivalent to a corresponding MSU upper level (300-499) course. While the articulated transfer course is allowed to meet the MSU course requirement, it does not count towards the total number of 300-400 level credits required for graduation. Actual 300-400 level credits are verified manually on the official graduation audit completed by the Office of Academic Records.

5. This is the number of credits earned at Mayville State University. 30 credits at Mayville State University are required for a Bachelor’s degree.
6. This is the institutional physical education requirement. This requirement was fulfilled by HPER 100.

7. This is the institutional information technology courses. This requirement is fulfilled by CIS 112, 114, and 118.
8. This is the number of credits the student has taken for Essential Studies. 36 credits are required for a Bachelor’s degree. In this example, the student has taken 36 semester hours, but has not fulfilled all of the Essential Studies requirements. This is the student’s GPA in Essential Studies. A 2.00 GPA is required for a Bachelor’s degree.

9. This is the Communications category of Essential Studies. 9 credits are required and are fulfilled by ENGL 110, ENGL 120 or ENGL 125, and COMM 110.
10. This is the Computer Information Systems category of Essential Studies. 1 credit is required and is fulfilled by CIS 175.
11. This is the Humanities and Social Science category of Essential Studies. 15 credits are required in this category. 6 of these credits must be Humanities, 6 must be Social Science, and 3 can be either Humanities or Social Science. In this example, the student must take 3 additional credits of Humanities.
12. This is the Mathematics and Science category of Essential Studies. 11 credits are required in this category. 3 of these credits must be Mathematics, 3 must be Science lecture, 1 must be Science lab, and 4 can be from Mathematics or Science. In this example, the student has met all requirements.
13. These are the pre-requisite courses for the student’s major. Each major and/or minor has specific pre-requisites. Please consult the university catalog or the ARR to determine which requirements are within each major and/or minor.

14. These are the core courses for the student’s major. In this case the student has taken 21 of the required 39 required credits for the student’s major. Each major and/or minor has specific core courses. Please consult the university catalog or the ARR to determine which requirements are within each major and/or minor.

15. This section details whether a student must declare a minor or specializations. In this case, the student has chosen two specializations. Each degree program has specific minor or specialization requirements. Please consult the university catalog or the ARR to determine which requirements are within each degree program.
16. In this example, the student has not declared a minor. To declare a minor, please fill out a **Program Update** form with your advisor and return it to the Office of Academic Records.

17. This section includes the Major GPA. A 2.00 GPA is required for graduation.
18. This section contains all courses not being used to satisfy a specific course requirement. In order to move a course from the unused list to a specific course requirement, students should discuss a substitution/waiver with his or her advisor. The Request for Substitution/Waiver of Academic Requirements form must be approved by your advisor and the division chair prior to submitting the form to the Office of Academic Records.
19. This is how substitutions/waivers appear in the ARR. Click on the red boxed area to read what has been substituted or waived.