

# Degree Plans and Conducting Degree Evaluations in Howdy

## DOCUMENT PROCESSING SUBMISSION SYSTEM

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– login here –

FACULTY  
& STAFF

– login here –

OGAPS STAFF

– login here –

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Howdy



Search

### Degree Evaluation

Select a program to view the most recent evaluation results. If a program has no link you will need to generate a new evaluation before you can view the results.

#### Curriculum Information

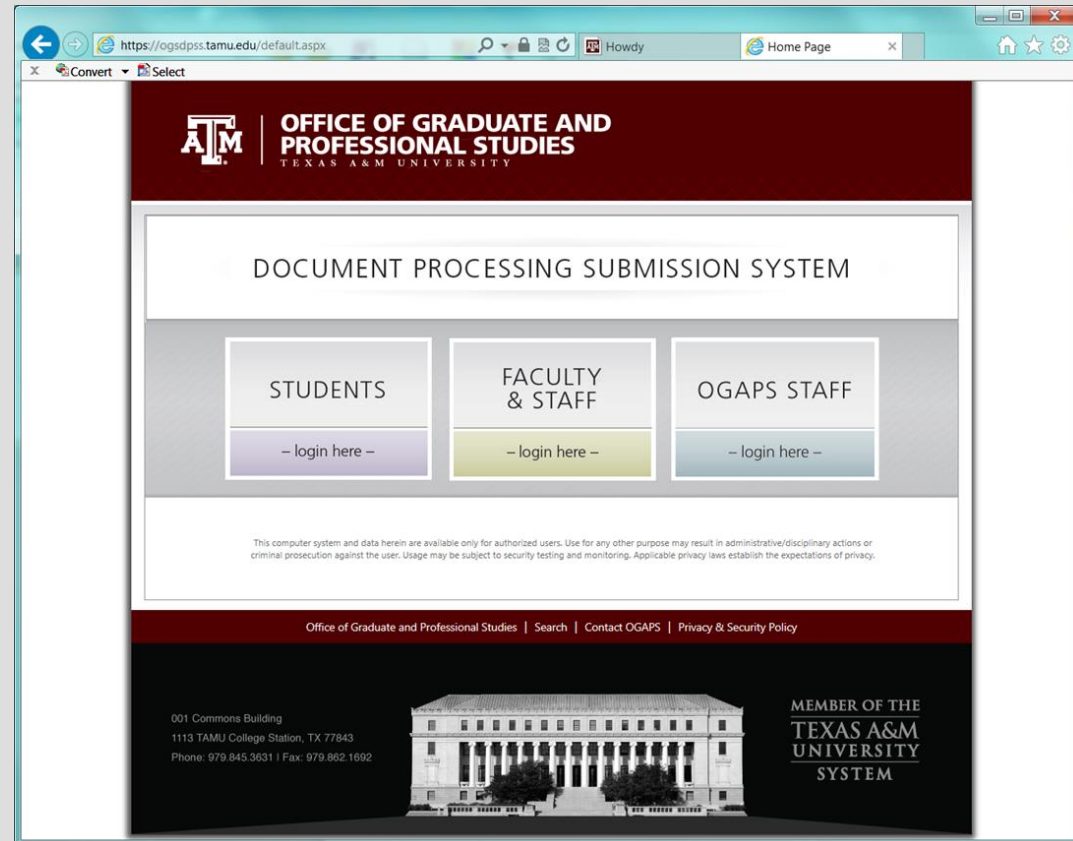
**Primary Curriculum**  
**Program:** BS APMS  
**Catalog Term:** Spring 1938 - College Station  
**Level:** Undergraduate  
**Campus:** College Station  
**College:** Science  
**Degree:** Bachelor of Science

**First Major:** Applied Mathematical Sciences  
**Department:** Mathematics

Kim Widdison  
 Tyler Fadal  
 Savannah Sanchez

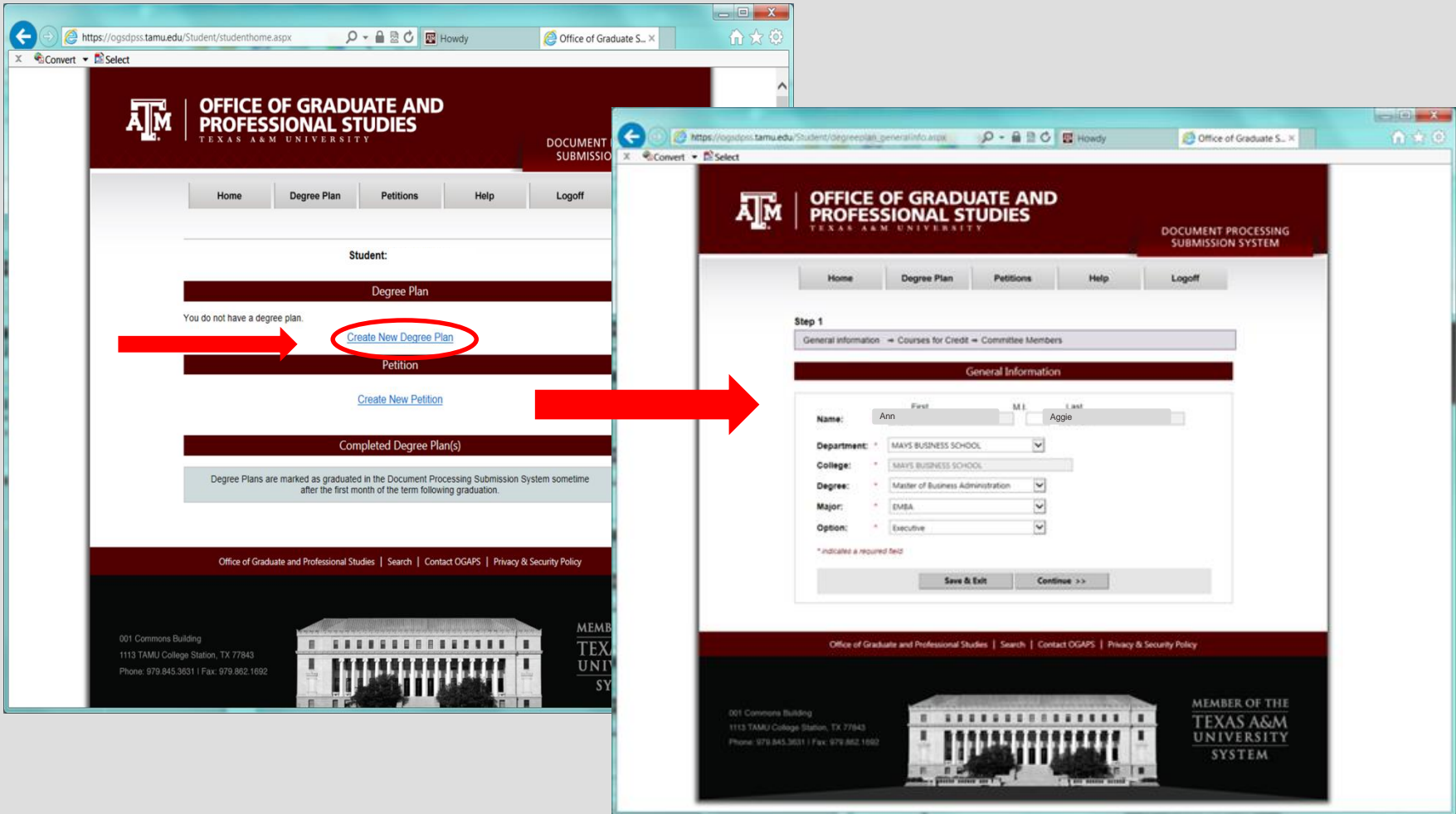
# Logging In

- <http://ogsdps.tamu.edu>
- Log in using NetID and password
- All Graduate Faculty who serve on committees must have a UIN and a NetID, and they must also publish their email to the directory.



# Student Screens

The student is able to create new documents or view existing documents



# Templates

- Course Templates and Committee Templates are available
- Templates are program specific
- The student may edit the courses or committee members added automatically

# Student Screens *(cont'd)*

If a template is being used, the courses or committee members are pre-populated and a message is displayed letting the student know. The student is still able to make entries or to delete anything that is there.

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Step 2  
General Information ⇒ Courses for Credit ⇒ **Committee Members**

Your program has provided a suggested list of courses for the degree you have selected. These may be edited as necessary.

**Credit Courses**

Course Type:  A&M  Transfer

Course Prefix:

Course:

Credit Hours:  Final Grade:

Year Taken:  Semester Taken:

Campus:

\* Indicates a required field.

Course	Hours	Grade	Type	Taken
ACCT610 FINANCIAL ACCOUNTING	3.0	A&M	-	Delete
ACCT620 MGMT ACCT & CONTROL	3.0	A&M	-	Delete
ACCT671 CONTEMP ACCT TOPICS	2.0	A&M	-	Delete
BUAD620 BUSINESS COMMUNICATION	2.0	A&M	-	Delete
BUAD681 MGMT & CAREER DEV WKSP	1.0	A&M	-	Delete
BUAD693 PROFESSIONAL STUDY	3.0	A&M	-	Delete
FINC612 FINC FOR PROFESSIONAL	3.0	A&M	-	Delete
FINC613 FINC FOR PROFESSIONAL II	2.0	A&M	-	Delete
INFO610 QUANT ANALY BUAD DECIS	3.0	A&M	-	Delete
INFO612 MGMT INFORMATION SYSTEMS	2.0	A&M	-	Delete
INFO614 OPERATIONS MANAGEMENT	2.0	A&M	-	Delete
MGMT611 MICROFOUND BUS BEHAV	3.0	A&M	-	Delete
MGMT614 MGMT PEOPLE IN ORGANIZ	3.0	A&M	-	Delete
MGMT618 CORP STRAT & POL ENVIR	3.0	A&M	-	Delete
MGMT645 LEGAL & ETHICAL ISSUES	3.0	A&M	-	Delete
MGMT675 LDRSHIP IN ORGANIZATIONS	2.0	A&M	-	Delete
MKT6613 MARKETING MANAGEMENT	3.0	A&M	-	Delete
MKT6675 MARKETING STRATEGY	2.0	A&M	-	Delete

Total Degree Plan Hours: 45.0

\* Additional course work may be added to this proposed course of study by the Advisory Committee, if such additional work is needed to correct deficiencies in your academic preparation.

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Step 3  
General Information ⇒ Courses for Credit ⇒ **Committee Members**

**Committee Members**

Committee Role	Name	Department	Graduate Faculty Membership Type
Chair	Alfred, Mary	EAHR	Full Member <input type="button" value="Delete"/>

Role:

Name:

\* Indicates a required field.

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001 Commons Building  
1113 TAMU College Station, TX 77843

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**Audit Results**

Your degree plan has been audited.

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Your degree plan did not pass the audit.

Reason	Severity
Rule # H22 - Any combination of 484/684, 685, and 690 may not exceed 25 percent of the total degree plan hours.	Warning

Audit Rule warnings must be addressed in one of the following ways:

1. Edit your [Degree Plan](#) to remove the cause of the warning(s) and audit the degree plan again.
2. Or enter a [Exception Request](#) for each warning.

**Note:** Your degree plan cannot be submitted until all audit rule warnings have been addressed.

[Home](#)

If the degree plan cannot pass Audit but has a Warning, the Student may elect to enter an Exception Request

# Order of Approval

- Pre-committee Staff Approver
- Committee Chair
- Co-chair
- Committee
- Department
- For committee change petitions, the original committee must approve the petition before any new members can approve
- For petitions that require the approval of a second department, the document must go through the cycle for the first department before it moves on to the second department.

# Document Status Codes

- **INC** Document has been created and must be submitted to begin the approval process. All documents, except the MDD Petition, must pass an audit before submission is allowed.
- **AU1** Document has been audited and is ready for submission. If the document is edited, it will have to be audited again before it can be submitted for approval.
- **STF** Document has been submitted and is being reviewed by a staff member in the program.
- **SF2** Document has been submitted and is being reviewed by a staff member in the second program.
- **COM** Document has been submitted and is being reviewed by the advisory committee.
- **CM2** Document has been submitted and is being reviewed by the second advisory committee.

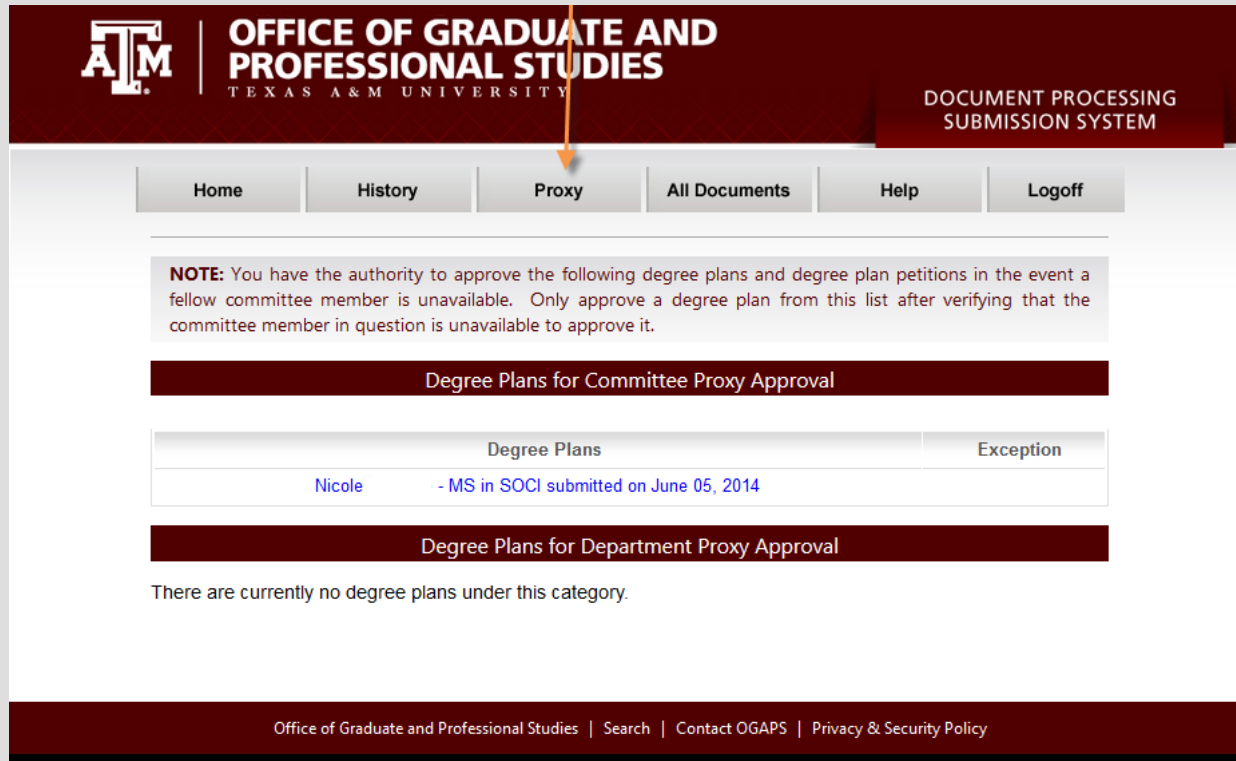


# Document Status Codes

- **DEP** Document has been approved by the advisory committee and is now being reviewed by the departmental approver.
- **DP2** Document has been approved by the second advisory committee and is now being reviewed by the second department.
- **RCD** A problem has been found by the committee or department while reviewing the document. The student should read the reviewer's comments in the notification e-mail they received and make the appropriate revisions.
- **OGS** Document has been approved by the advisory committee and department. It is now being reviewed by the Office of Graduate and Professional Studies.
- **APP** Document has received final approval from the Office of Graduate and Professional Studies.
- **RET** Document has been returned by OGS due to an error or missing requirements. If no edits are made, it will go directly to the department for approval when resubmitted. If edits are made, the student must re-audit and submit to the committee for approval again.

# Proxy Approvals

Select Proxy to view any documents available for proxy approval



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**NOTE:** You have the authority to approve the following degree plans and degree plan petitions in the event a fellow committee member is unavailable. Only approve a degree plan from this list after verifying that the committee member in question is unavailable to approve it.

**Degree Plans for Committee Proxy Approval**

Degree Plans	Exception
<a href="#">Nicole</a>	- MS in SOCI submitted on June 05, 2014

**Degree Plans for Department Proxy Approval**

There are currently no degree plans under this category.

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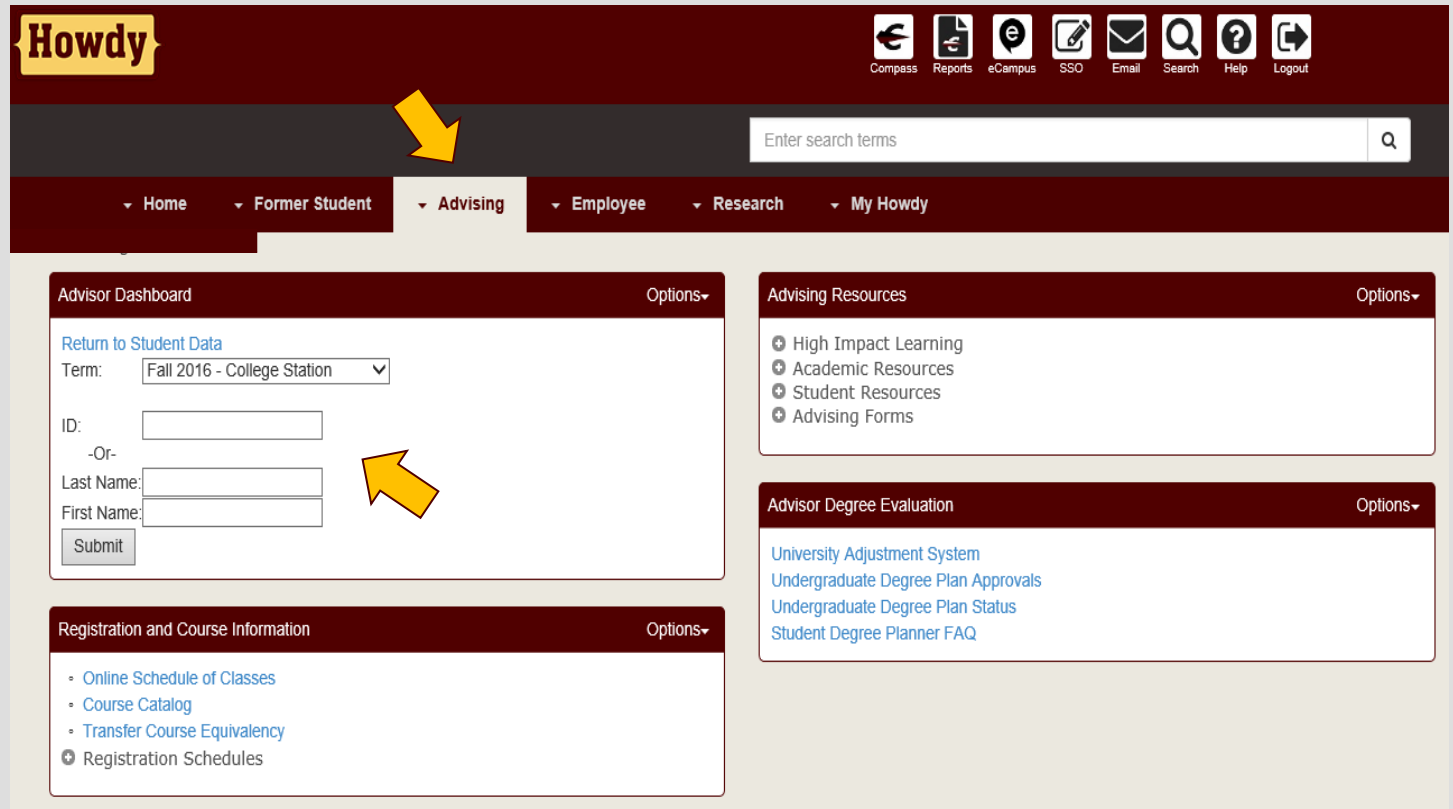




Generating a degree evaluation is accomplished in the Howdy Portal. The Advising Tab provides links to the self-service degree evaluation pages.

**To generate a degree evaluation, first:**

- Go to the Advising Tab in the Howdy Portal.
- Enter students T# or UIN or Last Name & First Name.



The screenshot shows the Howdy Portal interface. At the top, there is a navigation bar with the 'Howdy' logo and a search bar. Below the search bar is a menu with options: Home, Former Student, Advising (highlighted with a yellow arrow), Employee, Research, and My Howdy. The main content area is divided into three sections:

- Advisor Dashboard:** Contains a 'Return to Student Data' link, a 'Term' dropdown menu set to 'Fall 2016 - College Station', an 'ID' input field, a '-Or-' separator, 'Last Name' and 'First Name' input fields, and a 'Submit' button. A yellow arrow points to the 'Last Name' field.
- Advising Resources:** Lists links for High Impact Learning, Academic Resources, Student Resources, and Advising Forms.
- Advisor Degree Evaluation:** Lists links for University Adjustment System, Undergraduate Degree Plan Approvals, Undergraduate Degree Plan Status, and Student Degree Planner FAQ.

At the bottom of the Advisor Dashboard section, there is a 'Registration and Course Information' section with links for Online Schedule of Classes, Course Catalog, Transfer Course Equivalency, and Registration Schedules.

Advisor Dashboard

[Change Student](#)

Degree Evaluation (,DEGEVAL)



**No image Available**

**Classification:** Freshman 0-29 Hours **Major:** Applied Mathematical Sciences  
**Honors Cohort:** NA


**Student Information:**

- [General Student Information](#)
- [Address and Phone](#)
- [Student E-mail Address](#)
- [Test Scores](#)
- [Credit by Examination](#)
- [Advisor Comments](#)
- [Certified Dependent](#)

**Academics:**

- [Student Grades](#)
- [Registration History](#)
- [Graphic Schedule](#)
- [Concise Student Schedule](#)
- [Detailed Student Schedule](#)

**Degree Evaluation:**

- [Degree Evaluation](#) 
- [View Unofficial Transcript](#)
- [View Unofficial Transcript \(PDF\)](#)
- [Graduation Status Check](#)
- [Undergraduate Degree Planner](#)
- [TSI and Core Curriculum Information](#)

**Select Degree Evaluation**

Howdy

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Advising Tab

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Search  Go

Print

## Degree Evaluation

Mar 27, 2014 11:31 am

Viewing: [Ann Aggie](#) (123004567, T00012354) [Email](#)  
[Change Student](#)

Select a program to view the most recent evaluation results. If a program has no link you will need to generate a new evaluation before you can view the results.

### Curriculum Information

#### Primary Curriculum

**Program:** PHD [EN]  
**Catalog Term:** Fall 2008 - College Station  
**Level:** Graduate  
**Campus:** College Station  
**College:** Dwight Look College of Engr  
**Degree:** Doctor of Philosophy

**First Major:** Biomedical Engineering

**Department:** Biomedical Engineering

E-mail



[ [Previous Evaluations](#) | [Generate New Evaluation](#) | [What-if Analysis](#) | [ID Selection](#) | [Term Selection](#) ]

Print

### To request evaluation:

- Click on "Generate New Evaluation."

- Select the Program radio button.
- Select the appropriate term.
- Click “Generate Request.”

**Note:**

Unchecking the “Use In-Progress Courses” box will perform a final audit, which will not include in-progress courses.



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## Generate New Evaluation Mar 27, 2014 11:40 am

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Information for **Ann Aggie** (123004567, T00012354)

To generate a new degree evaluation, choose the button in front of the program you wish to evaluate, select the appropriate term, and then select Generate Request.

**Program:** PHD [EN]  
**Degree:** Doctor of Philosophy  
**Major:** Biomedical Engineering

**Term:**   **Use In-Progress Courses**

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[ [Current Enrollment](#) | [Current Enrollment](#) | [Previous Evaluations](#) | [What-If Analysis](#) ] [Print](#)



After processing your request, the degree evaluation options page is presented.

There are three different options for viewing the degree evaluation results. For graduate students, the “Detail” and “Additional Information” options are used.

**To view:**

- Select the display option you want to view.
- Click “Submit”

The screenshot shows the 'Degree Evaluation Options' page. At the top, there is a 'Howdy' banner and the Texas A&M University logo. Below the banner is a navigation bar with icons for Compass, Reports, Groups, SSO, eCampus, eLearning, Help, and Logout. A search bar with a 'Go' button is located below the navigation bar. The main heading is 'Degree Evaluation Options' with a 'Print' link to the right. The user's name 'Ann Aggie' and ID '(123004567, T00012354)' are displayed, along with a date and time 'Mar 27, 2014 12:36 pm'. Below this, there is a section for 'Information for' with a message: 'Please select the desired display.' Three radio button options are listed: 'General Requirements', 'Detail Requirements' (which is selected), and 'Additional Information'. A 'Submit' button is located below the options, with a yellow arrow pointing to it. At the bottom of the page, there is a navigation bar with links: '[ Current Enrollment | Current Enrollment | Previous Evaluations | Generate New Evaluation | What-If Analysis ]' and a 'Print' link.

## Detail Requirements

- **Program Details**  
*Program information, Cumulative Graduate GPR*
- **Courses for Degree Plan GPR**  
*All degree plan courses, Degree Plan GPR*
- **Work Not Applied**  
*Courses which are not on the student's degree plan*
- **Graded Degree Plan Courses**  
*Courses on the degree plan which must be taken for a letter grade*
- **S/U Degree Plan Courses**  
*Courses on the degree plan which must be taken on a satisfactory/unsatisfactory basis*

## Additional Information


- **Non-Course Requirements**  
*Research Proposal, Preliminary Exam, Thesis, etc.*


# Evaluation Detail Requirements Program Information

At the top of a graduate student's degree evaluation you will see the degree program information with details about each requirement and degree plan course limitations.









Specific limitations for degree plan courses are included in this section. The course limitation text is static and will not change as a student completes the requirements or adds courses to the degree plan.

Scroll down the page to see more degree evaluation results.





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**Program Evaluation**  
**Doctor of Philosophy**

**Time Limits:** All requirements for the degree must be completed within ten consecutive years.

**Degree Plan:** A Graduate Degree Plan of at least 96 hrs beyond a baccalaureate degree or 64 hrs beyond a master's degree or a DVM or a MD from a U.S. institution.

**Course Limitations:** Courses exceeding limits below will not be considered for meeting degree requirements.

1. Only approved courses on the degree plan will be considered for this program.
2. No correspondence study may be used.
3. No credit hours of FREN 601 or GERM 603 may be used.
4. No credit hours of extension course work may be used.
5. For other course exclusions refer to the Graduate Catalog.

**Advisory Committee:** The Advisory Committee consists of at least four members of the Graduate Faculty, one of which must be from outside the student's major department.

**Residence Requirement:** If entering with a baccalaureate degree, one year plus one semester must be spent in resident study. If entering with a master's degree, or a DVM or MD from a U.S. institution, one year must be spent in resident study. One year may include two adjacent long semesters or one long semester and one adjacent 10-week summer term of 9 hrs each.

**Research Proposal:** A dissertation proposal approved by the Advisory Committee, Department Head and the Office of Graduate Studies is required.

**Preliminary Examination:** The result of the Preliminary must be received, along with the Checklist, by the Office of Graduate Studies within ten days of the oral examination date. All degree requirements must be completed within a four year time period following the preliminary exam or the preliminary exam is voided and must be repeated.

To be eligible to hold a preliminary exam, the student:

# Evaluation Detail Requirements Graduate Cumulative GPR

The degree program used for the evaluation.

### Graduate Cumulative GPR

- Listed in the Program GPA field
- Calculated with all courses which are eligible to be used on the graduate degree plan

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**Program Evaluation**

<b>Program :</b>	PHD [EN]	<b>Catalog Term :</b>	Fall 2008 - College Station
<b>Campus :</b>	College Station	<b>Evaluation Term :</b>	Spring 2014 - College Station
<b>College :</b>	Dwight Look College of Engr	<b>Expected Graduation Date :</b>	May 20, 2014
<b>Degree :</b>	Doctor of Philosophy	<b>Request Number :</b>	2
<b>Level :</b>	Graduate	<b>Results as of :</b>	Mar 27, 2014
<b>Majors :</b>	Biomedical Engineering	<b>Minors :</b>	
<b>Departments :</b>	Biomedical Engineering	<b>Concentrations :</b>	

	Met	Credits		Courses	
		Required	Used	Required	Used
<b>Total Required :</b>	Yes		104.000		29
<b>Program GPA :</b>	Yes	3.00		4.00	
<b>Overall GPA :</b>	Yes	.00		4.00	

**Other Course Information**

<b>Transfer :</b>	0.000	0
<b>In Progress :</b>	1.000	1
<b>Unused :</b>	153.000	55

This is NOT an official evaluation.

**Area :** Courses for Degree Plan GPR ( 101.000 credits ) - Met

**Description :** A minimum degree plan GPR of 3.000 is required. Courses with grades of D, F or U are not acceptable for degree plan credit and must be a grade of C or better or Satisfactory (S).

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course	Title	Attribute
Yes		BMEN		624		3.000		200911	BMEN	624	NANO SENSING & IMAGING	
Yes	AND	BMEN		626		3.000		201011	BMEN	626	OPTICAL BIOSENSORS	

# Evaluation Detail Requirements Graduate Degree Plan GPR

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**Area :** Courses for Degree Plan GPR ( 101.000 credits ) - Met  
**Description :** A minimum degree plan GPR of 3.000 is required. Courses with grades of D, F or U are not acceptable for degree plan credit and must be repeated for a grade of C or better or Satisfactory (S).

Met	Condition Rule	Subject	Attribute	Low High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source	
Yes		BMEN		624	3.000		200911	BMEN 624	NANO SENSING & IMAGING		3.000	A	H	
Yes	AND	BMEN		626	3.000		201011	BMEN 626	OPTICAL BIOSENSORS		3.000	A	H	
Yes	AND	BMEN		630	3.000		200731	BMEN 630	MEDICAL DEVICE REGULATN		3.000	A	H	
Yes	AND	BMEN		640	3.000		200811	BMEN 640	DESN OF MEDICAL DEVICES		3.000	A	H	
Yes	AND	BMEN		650	3.000		200831	BMEN 650	BIOMEDICAL OPTICS LAB		3.000	A	H	
Yes	AND	BMEN		662	3.000		200811	BMEN 662	VASCULAR FLUID MECHANICS		3.000	A	H	
Yes	AND	BMEN		669	3.000		200831	BMEN 669	ENTREPREN ISSUES IN BMEN		3.000	A	H	
Yes	AND	BMEN		674	2.000		200911	BMEN 674	COMMUNICATIONS IN BME		2.000	A	H	
Yes	AND	BMEN		681	4.000		200831	BMEN 681	SEMINAR		1.000	S	H	
							201111	BMEN 681	SEMINAR		1.000	S	H	
							201011	BMEN 681	SEMINAR		1.000	S	H	
							200911	BMEN 681	SEMINAR		1.000	S	H	
Yes	AND	BMEN		691	65.000		200831	BMEN 691	RESEARCH		2.000	S	H	
							200911	BMEN 691	RESEARCH		3.000	S	H	
							200921	BMEN 691	RESEARCH		3.000	S	H	
							200931	BMEN 691	RESEARCH		9.000	S	H	
							201011	BMEN 691	RESEARCH		2.000	S	H	
							201211	BMEN 691	RESEARCH		8.000	S	H	
							201031	BMEN 691	RESEARCH		6.000	S	H	
							201111	BMEN 691	RESEARCH		8.000	S	H	
							201121	BMEN 691	RESEARCH		6.000	S	H	
							201131	BMEN 691	RESEARCH		9.000	S	H	
							201021	BMEN 691	RESEARCH		9.000	S	H	
Yes	AND	CHEM		627	3.000		201031	CHEM 627	PRIN OF BIOLOGICAL CHEM		3.000	A	H	
Yes	AND	CPSC		601	3.000		200921	CPSC 601	PROGRAMMING WITH C&JAVA		3.000	A	H	
Yes	AND	ECEN		694	3.000		201011	ECEN 694	NANOBIOTECHNOLOGY		3.000	A	H	
											<b>Total Credits and GPA</b>		<b>101.000</b>	<b>4.00</b>

Courses for Degree Plan GPR

- Courses on the student's degree plan
- These courses are used to calculate the degree plan GPR

Required Course

Required Credit Hours

Courses Used

Degree Plan GPR

- Displays the total required degree plan hours next to the area name

# Evaluation Detail Requirements Work Not Applied

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Total Credits and GPA 101.000 4.00

unofficial evaluation

**Area :** Courses Not Applied - Met  
**Description :** See Graduate Committee Chair or Graduate Advisor for acceptable changes to degree plan coursework.

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes	A.	Additional Unused Courses						200931	BMEN	685 DIRECTED STUDIES		1.000	A	H
								201231	BMEN	691 RESEARCH		9.000	I	H
								201221	BMEN	691 RESEARCH		6.000	I	H
								201411	BMEN	691 RESEARCH		1.000		R
								201311	BMEN	691 RESEARCH		9.000	I	H
								201331	BMEN	691 RESEARCH		9.000	I	H
								201211	ENGR	681 PROFESSIONAL DEVELOPMENT		1.000	S	H
Total Credits and GPA												3.000	4.00	

unofficial evaluation

**Area :** Graded Degree Plan Courses - Met  
**Description :** A grade of C or better is required in all courses listed.

Met	Condition Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
Yes		BMEN		624		3.000		200911	BMEN	624 NANO SENSING & IMAGING		3.000	A	H
Yes	AND	BMEN		626		3.000		201011	BMEN	626 OPTICAL BIOSENSORS		3.000	A	H

Courses Not Applied

- Displays courses which were not used on the degree plan
- May be eligible to add to the current degree plan
- These courses factor into Program GPR

# Detail Requirements – Graded and S/U Degree Plan Courses

## Graded Degree Plan Courses

- Must be taken for a letter grade
- Must receive a grade of 'C' or better to satisfy a requirement
- Transfer courses must have a grade of 'TB' or better

## S/U Degree Plan Courses

- Must have a grade of 'S' to complete requirement

Choose "Back to Display Options" and select the "Additional Information" option to view the non-course requirements.

Area : **Graded Degree Plan Courses - Not Met**

Description : A grade of C or better is required in all courses listed.

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
No		A.	No	Approved Degree Plan											
Total Credits and GPA													0.000	.00	

unofficial evaluation

Area : **S/U Degree Plan Courses - Not Met**

Description : A grade of S is required in all courses listed.

Met	Condition	Rule	Subject	Attribute	Low	High	Required Credits	Required Courses	Term	Subject	Course Title	Attribute	Credits	Grade	Source
No		A.	No	Approved Degree Plan											
Total Credits and GPA													0.000	.00	

unofficial evaluation

E-mail [Ann Aggie](mailto:Ann Aggie)

[Back to Display Options](#)

[Print](#)

[ [Current Enrollment](#) | [Current Enrollment](#) | [Previous Evaluations](#) | [Generate New Evaluation](#) | [What-If Analysis](#) ]

Non-Course Requirements

- Additional requirements for the graduate degree
- Status and status date update as documents are entered by the Office of Graduate and Professional Studies
- When the requirement is satisfied, the “Met” column displays “Yes”

Rejected Courses

- Not acceptable for use in a student’s degree program
- This will include:
  - Expired Courses
  - Minimum grade has not been met

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**Additional Information** Print

Mar 27, 2014 01:26 pm

Viewing: [Ann Aggie](#) (123004567, T00012354) [Email](#)  
[Change Student](#)

Information for

Program : PHD [EN]

**Program Non-Course Requirements - Met**

Met	Description	Year Limit	Status	Status Date	Action
Yes	Doctoral Degree Plan		Approved	Oct 13, 2010	
Yes	Preliminary Examination	4	Passed	Oct 04, 2011	
Yes	Doctoral Research Proposal		Approved	Jan 14, 2013	
Yes	Doctoral Residence Req		Completed	Oct 12, 2011	
Yes	Admission to Candidacy		Completed	Feb 20, 2013	
Yes	Doctoral Defense	1	Passed	Feb 21, 2014	
Yes	Dissertatn/Rec of Study		Thesis/Dissertation Cleared	Mar 18, 2014	

**In-Progress Courses**

Area	Group	Subject	Course	Credits	Attribute
Courses Not Applied		BMEN	691	1.000	

**Rejected Courses**

Subject	Course	Area	Reason	Attribute
AGEC	659	Graded Degree Plan Courses	Program Restricted Subj/Attr.	
ESSM	651	Graded Degree Plan Courses	Program Restricted Subj/Attr.	
GEOG	434	Graded Degree Plan Courses	Program Restricted Subj/Attr.	



# Additional Information

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## Questions?

Email us at: [ogapsprocessing@tamu.edu](mailto:ogapsprocessing@tamu.edu)

or

Contact your college specific representative at OGAPS