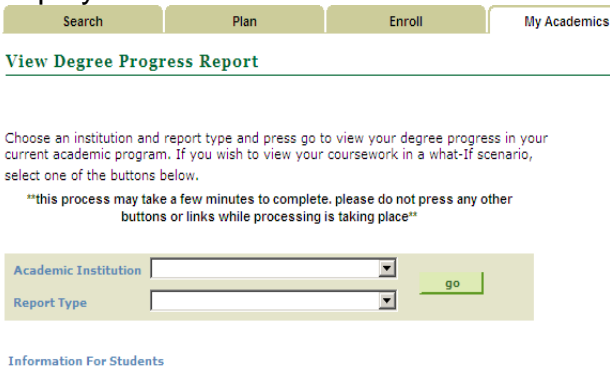




How Do I?

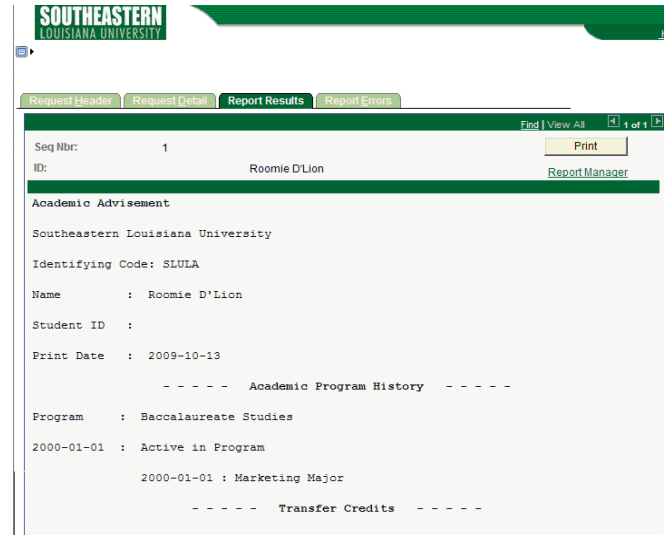
Run a Degree Progress Report

PeopleSoft Version 9

1. Access LEONet.
You can access the LEONet main page by clicking on **LEONet** in the bottom navigation bar on Southeastern's Web site.
2. Click on **LEONet for Students**.
3. Log into LEONet.
Your user ID is your student ID number (W#). Your password is the same as your university e-mail password.
4. To navigate to your Academic Advisement Report, click on Self Service>Degree Progress/Graduation.
5. Click **View Degree Progress Report**.
The Degree Progress Report page should display.


The screenshot shows a navigation bar with buttons for Search, Plan, Enroll, and My Academics. Below it is a link for 'View Degree Progress Report'. A message states: 'Choose an institution and report type and press go to view your degree progress in your current academic program. If you wish to view your coursework in a what-if scenario, select one of the buttons below. **this process may take a few minutes to complete. please do not press any other buttons or links while processing is taking place**'. Below this is a form with two dropdown menus: 'Academic Institution' and 'Report Type', and a 'go' button. A link for 'Information For Students' is also visible.
6. Select **Southeastern LA University** from the Academic Institution dropdown menu.
7. Select **Academic Advisement** from the Report Type dropdown menu.

8. Click the Go button.
Your Degree Progress Report should appear similar to the one below. Scroll down the page to see the progress you are making in your degree plan. The Degree Progress Report will identify the degree requirements you have met and those which you still need to meet.



The screenshot shows the 'Report Results' tab of a web application. It displays the following information:

- SeqNbr: 1
- ID: Roomie D'Lion
- Academic Advisement
- Southeastern Louisiana University
- Identifying Code: SLULA
- Name : Roomie D'Lion
- Student ID :
- Print Date : 2009-10-13
- Program : Baccalaureate Studies
- 2000-01-01 : Active in Program
- 2000-01-01 : Marketing Major

There are also sections for 'Academic Program History' and 'Transfer Credits' which are partially visible.

9. You can click Return to go back.
10. If you have any questions about the information in your report, please contact your academic department. If you do not know how to contact your department, visit the link at http://www.selu.edu/acad_research/depts for more information.

Please Note: The Degree Progress Report may not indicate all of the courses you have completed. The report indicates only those courses with the highest GPA that best meet the requirements of the degree plan.