To process an up-to-date, blank degree evaluation

Login to MySCSU/Banner Web

Click Faculty Services

Click Advisor Menu

Click Term Selection (select the maximum term available in the drop down)

Click ID Selection: Enter ID 70392343 or Enter Last Name: Test; First Name: Student

Click Degree Evaluation

Click What-if Analysis

Entry Term: select the maximum term available in the drop down)

Select Program, Click Continue

Select First Major and click Add More

Select the Concentration. If the drop down menu lists a long list of concentrations (see below), that means that the program does not require a concentration. Leave it set to None, and click Submit.

Leave Evaluation Term at whatever it defaults to and click ‘Generate Request’

Select Detail Requirements and click Submit