

STUDENT PLANNING: TRACKING MY ACADEMIC PROGRESS TOWARDS DEGREE

How can I use Student Planning to track MY ACADEMIC PROGRESS?

<https://myaccount.highpoint.edu>

ENTER YOUR USER NAME
ENTER YOUR PASSWORD

Sign In

User name
ppanther

Password

Sign In

*hint: your user name is usually a combination of the first letter of your first name + your last name (up to the first 7 letters).
example: Prowler Panther
ppanther

Welcome to Ellucian Self-Service, a platform utilized by High Point University to help you keep all things academic and financial in one accessible place.

To access Colleague Self-Service, enter myaccount.highpoint.edu into your web browser.

Next, enter your user name and password and click Sign In.

This tutorial will offer you one way to TRACK YOUR ACADEMIC PROGRESS TOWARDS YOUR DEGREE.

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From your Self-Service portal/dashboard,
Click on the **Student Planning** Module.

Hello, Welcome to Colleague Self-Service!
Choose a category to get started.



Student Accounts

Here you can view your latest statement and make a payment online.



Student Planning

Here you can search for courses, plan your terms, and schedule & register your course sections.



Grades

Here you can view your grades by term.



Student Financial Planning

Here you can access financial aid data, forms, etc.



Course Catalog

Here you can view and search the course catalog.

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FROM YOUR SELF-SERVICE DASHBOARD, CLICK ON THE MODULE FOR STUDENT PLANNING.

STUDENT PLANNING: TRACKING MY ACADEMIC PROGRESS TOWARDS DEGREE

VIEW YOUR PROGRESS

PLAN YOUR DEGREE & REGISTER FOR CLASSES

Steps to Getting Started

There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

Search for courses...



1 View Your Progress

Start by going to My Progress to see your academic progress in your degree and search for courses.

[Go to My Progress](#)



2 Plan your Degree & Register for Classes

Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.

[Go to Plan & Schedule](#)

Programs	Cumulative GPA	Progress
B.S. Electrical Engineering	3.500 (2.000 required)	<div></div>
B.S. Psychology	3.500 (2.000 required)	<div></div>

2023 Summer Online Schedule

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Sam							

LET'S TAKE A LOOK AT THE VIEW YOUR PROGRESS TOWARDS

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The screenshot displays the 'Student Planning' interface. At the top, a navigation bar includes 'Academics', 'Student Planning', and 'Planning Overview'. Below this, a section titled 'Steps to Getting Started' provides instructions on how to plan courses. It features two numbered steps: Step 1, 'View Your Progress', which includes a 'Go to My Progress' button, and Step 2, 'Plan your Next, take toward yo', which includes a 'Go to Plan' button. An orange arrow points from Step 2 to Step 1. Below the steps, a table lists programs and their cumulative GPA requirements:

Programs	Cumulative GPA
B.S. Electrical Engineering	3.500 (2,000 required)
B.S. Psychology	3.500 (2,000 required)

Below the table, a section titled '2023 Summer Online Schedule' is visible, with columns for 'Sun', 'Mon', 'Tue', and 'Wed'. A large blue brushstroke is drawn across the bottom of the screenshot, with two purple pencils pointing to the text 'TRACK YOUR academic progress' and 'SEARCH for courses'.

VIEW YOUR PROGRESS NOT ONLY OFFERS A DIFFERENT ACCESS POINT TO SEARCH FOR COURSES,

BUT

THIS IS WHERE YOU CAN GO TO TRACK YOUR ACADEMIC PROGRESS TOWARDS YOUR DEGREE.

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AS AN ASIDE:

IF YOUR ADVISOR TELLS YOU THAT YOU NEED A DEGREE AUDIT, WHAT THEY MEAN IS YOU NEED TO REVIEW (ALONG WITH THEM) YOUR MY PROGRESS PAGE.

THE FORMATTING OF YOUR MY PROGRESS PAGE IS SLIGHTLY DIFFERENT IN THE REPORT VIEW THAT SOME ADVISORS ARE USED TO SEEING.

AND WHILE THE REPORT DOES LOOK DIFFERENT DUE TO THE FORMATTING, THE INFORMATION REPORTED IS THE SAME.

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EXAMPLE

The screenshot displays a student's academic progress report from High Point University. The report is titled "My Progress" and includes a search bar for requirements. It shows a list of requirements with their completion status, such as "Program Completion must be satisfied by the Registrar" (100% complete), "General Education" (100% complete), "Residence Requirement" (100% complete), "Credit Hours" (100% complete), "GPA" (100% complete), "English Language" (100% complete), "Social Science" (100% complete), and "Natural Science" (100% complete). The report also includes a table of requirements with columns for "Requirement", "Status", "Description", "Credits", and "Grade".

HERE IS AN EXAMPLE OF WHAT YOU MAY SEE WHEN YOU CLICK TO VIEW YOUR PROGRESS.

IT CAN BE A LITTLE OVERWHEMING, ESPECIALLY AT THE VERY BEGINNING.

BUT

IN THE NEXT FEW SLIDES, WE WILL BREAK DOWN THE VARIOUS PARTS OF THE REPORT.

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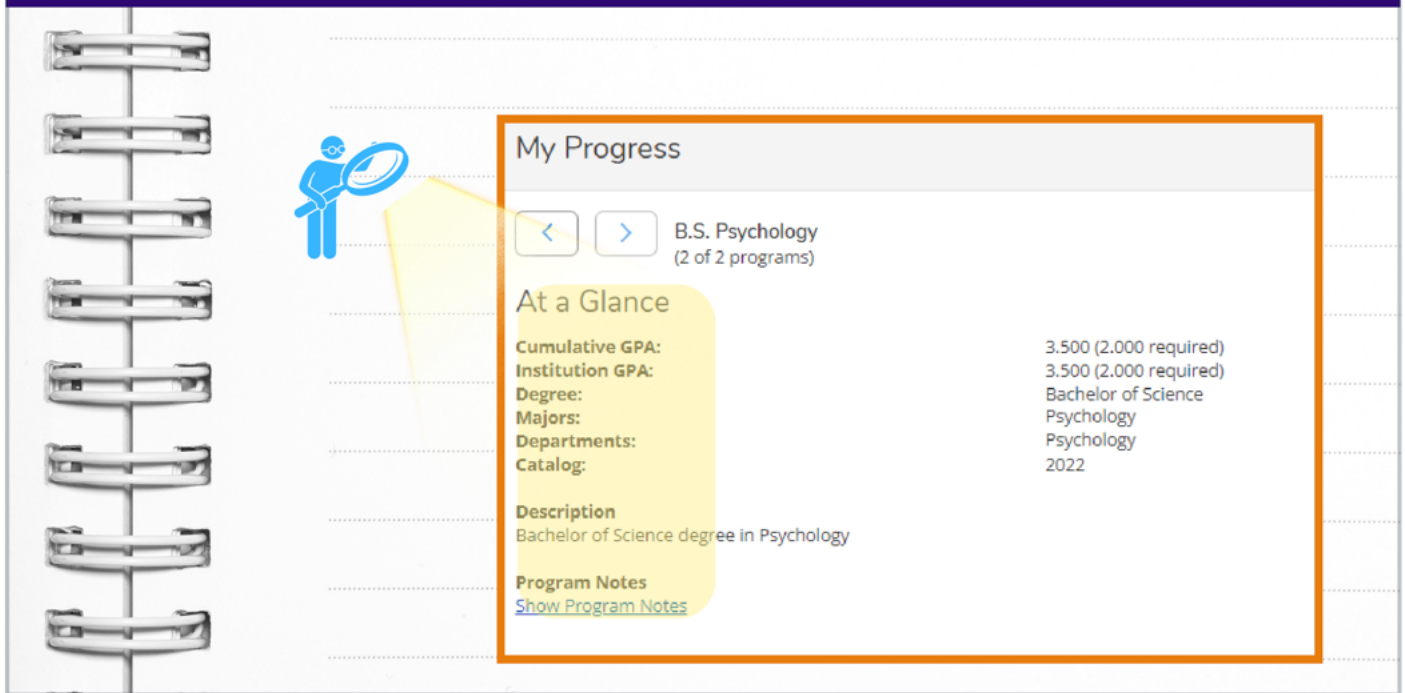
The image shows a screenshot of the High Point University 'My Progress' page. A purple banner at the top reads 'STUDENT PLANNING: TRACKING MY ACADEMIC PROGRESS TOWARDS DEGREE'. The page itself is titled 'My Progress' and features a sidebar with navigation links. The main content area is divided into several sections: 'At a Glance', 'Requirements', 'Course Requirements', 'Individualized Study', 'First-Year Writing', 'Foreign Language', 'General Education', and 'Global Studies'. Each section displays progress bars and lists of courses. A large, dark purple brushstroke graphic with the text 'AT A GLANCE' is overlaid on the right side of the page. An orange arrow points from this graphic to the 'At a Glance' section on the left.

LET'S LOOK A LITTLE FURTHER AT THE MY PROGRESS PAGE.

AT THE TOP OF THE PAGE, YOUR MY PROGRESS PAGE OFFERS YOU A QUICK VIEW OR SNAPSHOT OF YOUR PROGRAM INFORMATION. IT ALSO SHOWS YOU WHERE YOU CURRENTLY ARE IN YOUR PROGRESS TOWARDS THE COMPLETION OF YOUR DEGREE.

LET'S SEE WHAT AT A GLANCE OFFERS.

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LOOKING FURTHER AT THE LEFT HAND SIDE, YOU WILL SEE

- GPA
- DEGREE SOUGHT
- MAJORS OR DECLARED PROGRAM INFORMATION
- YOUR MAJOR DEPARTMENT
- THE CATALOG YEAR YOUR DEGREE REQUIREMENTS ARE FOLLOWING
- TOGGLE BAR
- ANY LINKED PROGRAM NOTES, ETC..

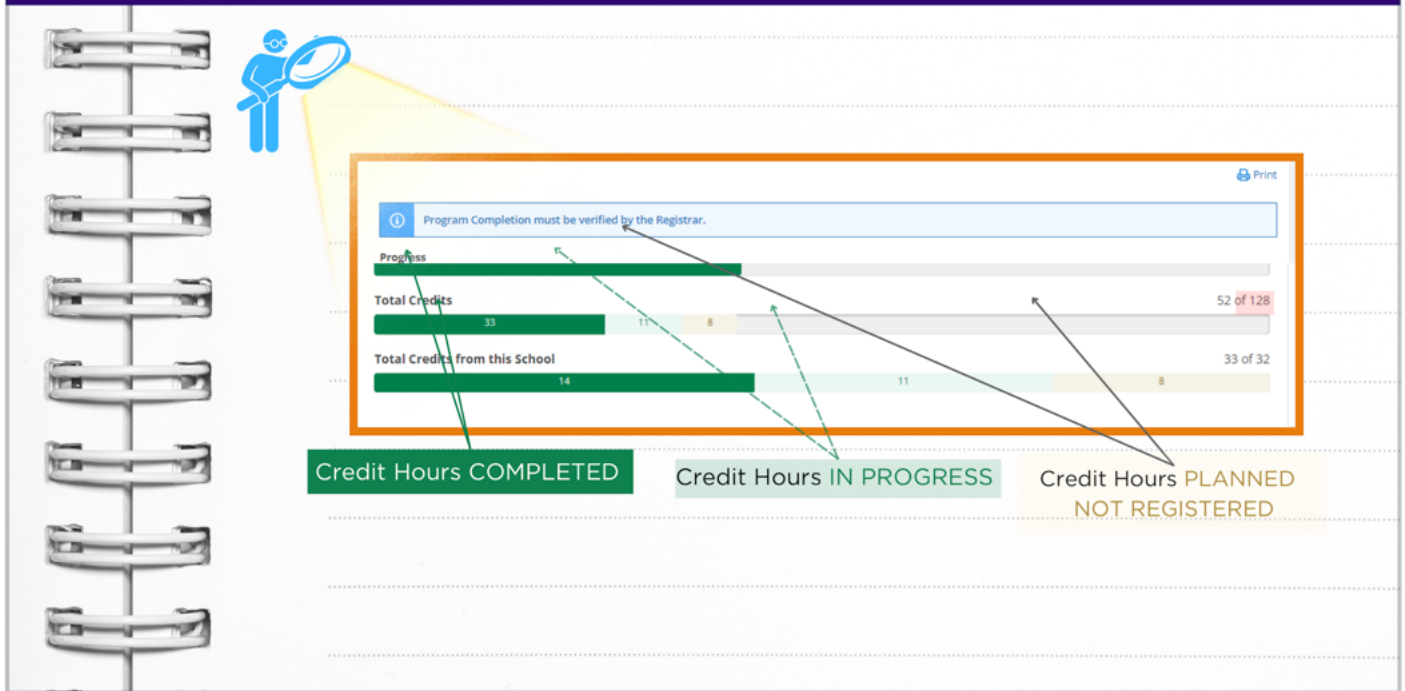
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AND... ALSO...

Topic	Status	Score	Time	Details
Program Completion must be verified by the Registrar	Completed	100%	10/10	
Unit 1	Completed	100%	10/10	
Unit 2	Completed	100%	10/10	
Unit 3	Completed	100%	10/10	
Unit 4	Completed	100%	10/10	
Unit 5	Completed	100%	10/10	
Unit 6	Completed	100%	10/10	
Unit 7	Completed	100%	10/10	
Unit 8	Completed	100%	10/10	
Unit 9	Completed	100%	10/10	
Unit 10	Completed	100%	10/10	
Unit 11	Completed	100%	10/10	
Unit 12	Completed	100%	10/10	
Unit 13	Completed	100%	10/10	
Unit 14	Completed	100%	10/10	
Unit 15	Completed	100%	10/10	
Unit 16	Completed	100%	10/10	
Unit 17	Completed	100%	10/10	
Unit 18	Completed	100%	10/10	
Unit 19	Completed	100%	10/10	
Unit 20	Completed	100%	10/10	
Unit 21	Completed	100%	10/10	
Unit 22	Completed	100%	10/10	
Unit 23	Completed	100%	10/10	
Unit 24	Completed	100%	10/10	
Unit 25	Completed	100%	10/10	
Unit 26	Completed	100%	10/10	
Unit 27	Completed	100%	10/10	
Unit 28	Completed	100%	10/10	
Unit 29	Completed	100%	10/10	
Unit 30	Completed	100%	10/10	
Unit 31	Completed	100%	10/10	
Unit 32	Completed	100%	10/10	
Unit 33	Completed	100%	10/10	
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Unit 70	Completed	100%	10/10	
Unit 71	Completed	100%	10/10	
Unit 72	Completed	100%	10/10	
Unit 73	Completed	100%	10/10	
Unit 74	Completed	100%	10/10	
Unit 75	Completed	100%	10/10	
Unit 76	Completed	100%	10/10	
Unit 77	Completed	100%	10/10	
Unit 78	Completed	100%	10/10	
Unit 79	Completed	100%	10/10	

ON THE RIGHT HAND SIDE...

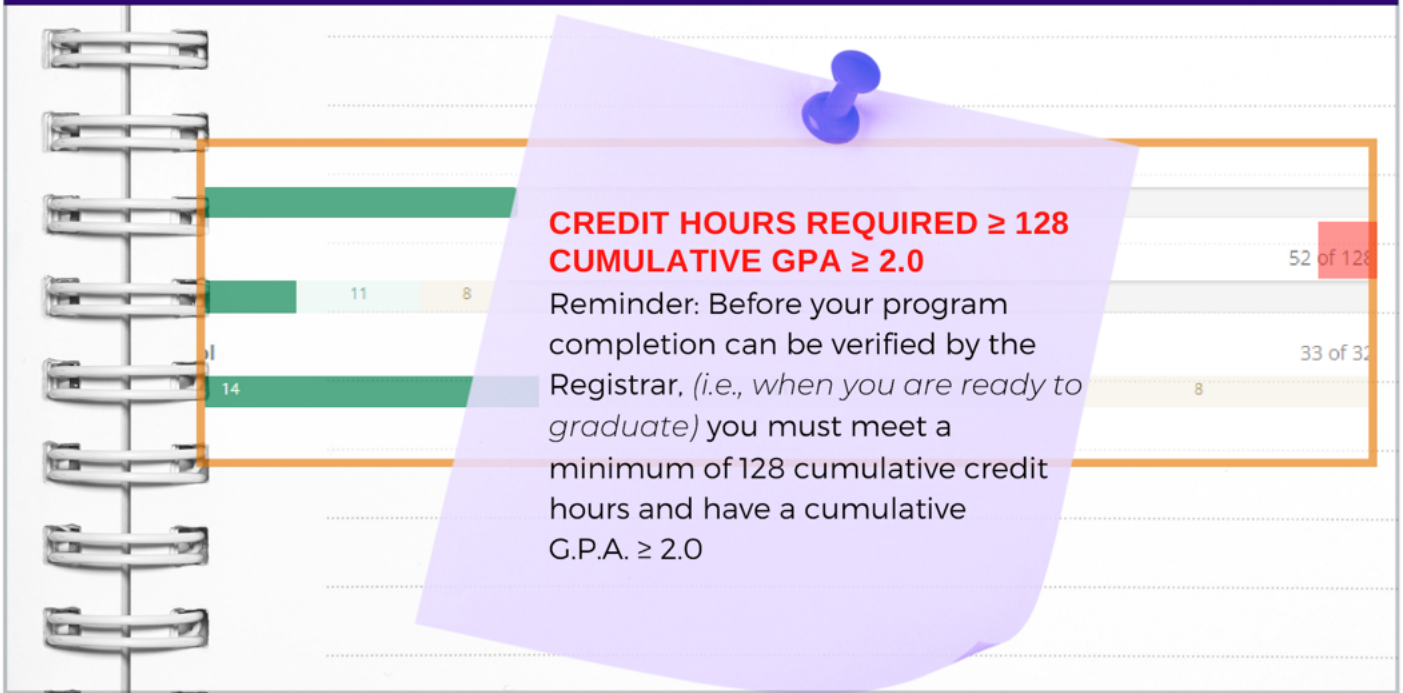
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YOU WILL NOTICE A BAR CHART OF SORTS... THIS BAR CHART PROVIDES A QUICK SNAPSHOT OF HOW YOUR CREDIT HOURS ARE APPLYING TOWARDS YOUR DEGREE.

IN THE EXAMPLE, HERE, THIS STUDENT HAS COMPLETED OR EARNED A TOTAL OF 33 CREDIT HOURS. THE STUDENT IS THEN ENROLLED/REGISTERED IN AN ADDITIONAL 11 CREDIT HOURS AND HAS A TOTAL OF 8 CREDIT HOURS PLANNED (NOT REGISTERED/NOT ENROLLED).

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REMEMBER THE MINIMUM NUMBER OF CREDIT HOURS REQUIRED FOR YOUR DEGREE TO BE AWARDED IS 128.

THIS IS BECAUSE Along with the General Education Requirements and the requirements mandated by your MAJOR, the University specifies that a minimum of 128 credit hours are required. The University also requires a minimum GPA of 2.0 overall. THESE ARE BOTH non-negotiable requirements.

NOW LET'S SCROLL DOWN THE MY PROGRESS PAGE AND VIEW ONE OF THE AREA REQUIREMENTS.

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EXAMPLE

The screenshot displays a student planning dashboard for High Point University. The interface is divided into several sections:

- My Progress:** Shows the student's current progress towards the degree. It includes a search bar for requirements and a table of requirements with columns for Name, Status, and Action.
- Academic Plan:** A section for creating and managing academic plans, including a search bar and a table of plans.
- Requirements:** A detailed view of the requirements for the degree, including a search bar and a table of requirements.
- Program Completion:** A section for tracking the completion of the program, including a search bar and a table of completion status.

The dashboard uses a color-coded system to indicate the status of requirements: green for completed, yellow for in progress, and red for not started. The student's current progress is shown as 100% completed.

LET'S GO BACK TO THE OVERALL EXAMPLE

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YOU WILL NOTICE 3 MAIN COLORS: RED, YELLOW & GREEN,
THINK STOPLIGHT.

AS YOU LOOK SCROLL THROUGH YOUR MY PROGRESS REPORT, YOU WILL NOTICE 3 MAIN COLORS - RED, YELLOW AND GREEN.

THINK STOPLIGHT!

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WHEN IT COMES TO TRACKING YOUR PROGRESS TOWARDS DEGREE, THE COLOR GREEN MEANS YOU HAVE COMPLETED THE ACADEMIC REQUIREMENT.

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WHERE RED MEANS THE ACADEMIC REQUIREMENT HAS NOT BEEN STARTED AND IS NOT COMPLETE...

OR

SOMETHING IS MISSING

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YELLOW... YELLOW CAN BE TRICKY...

SO TAKE CAUTION...

WHEN VIEWING YOUR MY PROGRESS PAGE...

WHEN YOU SEE YELLOW,

THE SYSTEM IS ACKNOWLEDGING THAT SOMETHING HAS STARTED WITH THE AREA REQUIREMENT

BUT

YOU STILL NEED TO DO SOMETHING IN ORDER FOR THE AREA REQUIREMENT TO BE MARKED FULLY COMPLETE.

SO HOW DO YOU KNOW?

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IT COULD MEAN THIS

5. TAKE ECO-4430 Fully Planned 0 of 1 Courses Completed. [Hide Details](#)

Status	Course
In-Progress	ECO-4430

OR...

IT COULD MEAN THAT

5. TAKE ECO-4430 Fully Planned 0 of 1 Courses Completed. [Hide Details](#)

Status	Course
Planned	ECO-4430

NOTE: A REQUIREMENT HIGHLIGHTED IN YELLOW MEANS YOU HAVE THOUGHT ABOUT THE REQUIREMENT... IT DOESN'T NECESSARILY MEAN THAT YOU ARE OFFICIALLY REGISTERED FOR THE CLASS OR THAT YOU ARE ENROLLED.

TAKE A CLOSER LOOK AT THE STATUS...

IN THE TOP EXAMPLE, THE COURSE IS CURRENTLY IN PROGRESS... MEANING THE STUDENT IS ENROLLED CURRENTLY AND THE SYSTEM IS WAITING FOR THE INSTRUCTOR TO POST THE FINAL GRADE.

WHEREAS IN THE BOTTOM EXAMPLE... WE SEE THE COURSE IS PLANNED... MEANING THERE IS THE INTENTION TO COMPLETE THE AREA REQUIREMENT...

BUT

JUST BECAUSE THE COURSE IS SHOWING AS PLANNED, DOES NOT MEAN YOU HAVE OFFICIALLY REGISTERED FOR THE COURSE OR ARE ENROLLED IN THE COURSE.

TO VERIFY THAT THE COURSE HAS BEEN ADDED/REGISTERED SUCCESSFULLY, REFER BACK TO THE OTHER PART OF THE STUDENT PLANNING MODULE - PLAN YOUR DEGREE & REGISTER FOR CLASSES, AND VIEW THE SCHEDULE TAB.

YOU MAY ALSO REFER TO THE TUTORIALS TITLED:

STUDENT PLANNING: HOW DO I ADD OR REGISTER FOR A COURSE

STUDENT PLANNING: HOW DO I PLAN A COURSE

STUDENT PLANNING: TRACKING MY ACADEMIC PROGRESS TOWARDS DEGREE



IF AT ANY MOMENT YOU ARE IN DOUBT ABOUT YOUR ACADEMIC PROGRESS TOWARDS DEGREE, YOU SHOULD SIT DOWN WITH YOUR ASSIGNED ACADEMIC ADVISOR OR CHAIR OF YOUR MAJOR'S DEPARTMENT.

IN FACT, A GREAT TIME TO SIT DOWN WITH YOUR ASSIGNED ACADEMIC ADVISOR IS DURING THE ADVISING PERIOD. NOT ONLY WILL YOU BE ABLE TO REVIEW YOUR PROGRESS TOWARDS DEGREE BUT YOUR ADVISOR CAN PROVIDE YOU WITH ANY NECESSARY APPROVALS THAT ARE REQUIRED DURING PRE-REGISTRATION.