

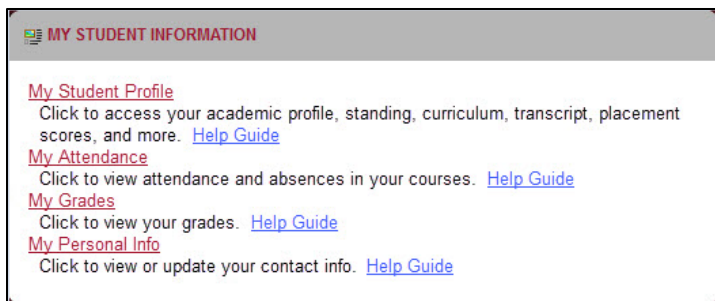
How to Run My Degree Evaluation

My HOLMES

1. Log in to the Portal .

2. Click on the *Academics/Career Technical* page icon .

3. You can access your **Degree Evaluation** from the *Road to Graduation* portlet or by clicking on **My Student Profile** in the *My Student Information* portlet.



MY STUDENT INFORMATION

- [My Student Profile](#)
Click to access your academic profile, standing, curriculum, transcript, placement scores, and more. [Help Guide](#)
- [My Attendance](#)
Click to view attendance and absences in your courses. [Help Guide](#)
- [My Grades](#)
Click to view your grades. [Help Guide](#)
- [My Personal Info](#)
Click to view or update your contact info. [Help Guide](#)

4. Click on **Degree Evaluation** in the *Road to Graduation portlet* or under *Additional Links* located under your profile picture in **My Student Profile**.

5. **Select Current Term.**

6. Scroll to view your **Curriculum Information**.

❖ On the *Generate New Evaluation* tab, if your program is correct:

➤ Click the button next to **Program**.

➤ Select the current term and click on **Generate New Evaluation** at the bottom of the page.

(Note: Please allow time for this report to generate.)

❖ If your program is incorrect, the program is not listed, or you want to choose a different program:

➤ Click on the **What-if Analysis** tab at the top of the page.

➤ Select the **Entry Term** from the pull down. Use the current term or Beginning of Time.

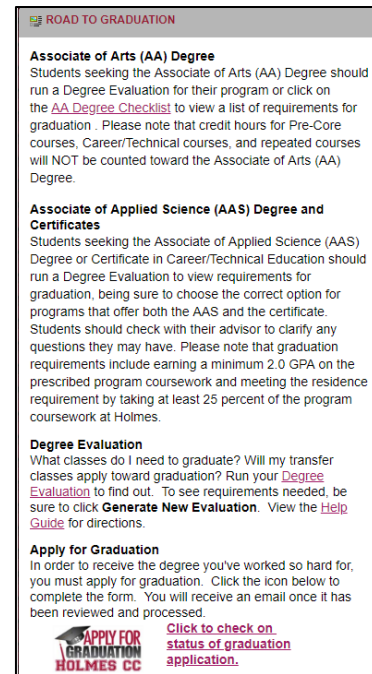
➤ Select the **Program** from the pull down menu.

➤ The **Campus** selection is optional.

➤ Select your program from the **First Major** drop-down.

➤ Select the current term as the **Evaluation Term** and click **Generate New Evaluation** .

(Note: Please allow time for this report to generate.)




ROAD TO GRADUATION

Associate of Arts (AA) Degree
Students seeking the Associate of Arts (AA) Degree should run a Degree Evaluation for their program or click on the [AA Degree Checklist](#) to view a list of requirements for graduation . Please note that credit hours for Pre-Core courses, Career/Technical courses, and repeated courses will NOT be counted toward the Associate of Arts (AA) Degree.

Associate of Applied Science (AAS) Degree and Certificates
Students seeking the Associate of Applied Science (AAS) Degree or Certificate in Career/Technical Education should run a Degree Evaluation to view requirements for graduation , being sure to choose the correct option for programs that offer both the AAS and the certificate. Students should check with their advisor to clarify any questions they may have. Please note that graduation requirements include earning a minimum 2.0 GPA on the prescribed program coursework and meeting the residence requirement by taking at least 25 percent of the program coursework at Holmes.

Degree Evaluation
What classes do I need to graduate? Will my transfer classes apply toward graduation? Run your [Degree Evaluation](#) to find out. To see requirements needed, be sure to click **Generate New Evaluation**. View the [Help Guide](#) for directions.

Apply for Graduation
In order to receive the degree you've worked so hard for, you must apply for graduation. Click the icon below to complete the form. You will receive an email once it has been reviewed and processed.

 [Click to check on status of graduation application.](#)

7. After the Degree Evaluation Report is generated, you will be able to view the requirements or courses you have met (**Yes**) and the requirements or courses you have not met (**No**).

Codes under Source: H Holmes Community College Course Credit Earned
 R Registered in HCC Course for Current Semester
 T Transfer Course Credit Earned at another Institution

Note: When done, be sure you close (X) the page, log out of My Holmes, and close the browser.