Academic Planning Worksheet

1. How many units do you have completed? (Remember, use the unofficial transcript through Student Access, not DegreeWorks!)
   __________________ units

2. How many units do you have remaining?
   180-_______ units completed = _________ units remaining
   How many units are you in this quarter? _____ Subtract this number from your remaining units: _______
   __________. This is how many units you must complete after this quarter.

3. How many classes do you have remaining?
   Units remaining / 4 units = number of classes remaining
   __________ Units remaining/4 units = ______________ classes remaining

4. How many classes do you need to take per quarter?
   Number of classes / Number of quarters remaining = classes/quarter
   __________ Classes / __________quarters remaining = ______ classes/quarter

   This is how many classes you need to reach 180 units. BUT, you may need additional courses beyond 180 units, depending on how many school requirements, major requirements, or GEs you have remaining. Let's look at that now.

5. How many GE requirements do you have remaining after this quarter? List them here. (Transfer students, if you have a complete UC IGETC, all GEs are marked as complete EXCEPT Upper Division Writing) ________
   _____________________________________________________________________________
   _____________________________________________________________________________

6. How many major requirements do you have after this quarter? ____________________________

7. How many school requirements do you have after this quarter? ____________________________

8. Do you have any other specific requirements (i.e. a minor, double major, CHP, etc)? If so, count how many classes you have in those areas and write that number here: ______

9. Add up numbers 5-8 here: ____________________________
   This number is the number of course requirements you have.
   If it is MORE than the number you wrote in #3, you will reach 180 units with your requirements.
   If this number is LESS than the number you wrote in #3, you have space for electives. How many electives do you need? ______________

   Remember, you must earn 180 units, no matter what!

Note: This worksheet is only intended to be a guide to help you better understand your degree requirements.