

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!

Fall: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Winter: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Spring: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Summer: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Fall: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Winter: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Spring: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Summer: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Fall: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Winter: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Spring: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Summer: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Fall: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Winter: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Spring: ____ (yr.)	Course Name	Units

Total Quarter Units: _____

Summer: ____ (yr.)	Course Name	Units

Total Quarter Units: _____