

### **Advising undergraduate students on class level status**

Every undergraduate degree audit has a diagnostic requirement appearing at the bottom of the audit which displays the number of units remaining till students trip into Graduate Class Level status. The following are two examples of what advisors will see and can use when advising students on the remainder of units in their program until they reach the threshold for graduate class level calculation.

**Note specifically, this is for advisory purposes only, and is intended as internal use for advisors when meeting with students who may be considering progressive degree programs or other types of programs where graduate class level may impact tuition or other types of class level calculations.**

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SACN: 144.00/PoST Elect = 28.00/TR Adds = 0.00 TTL
Units Remaining to Graduate Class LVL = 53.00 (All IP in
current term and future completed course work will apply).
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SACN: 157.00/PoST Elect = -7.00/TR Adds = 13.00 TTL
Units Remaining to Graduate Class LVL = 51.00 (All IP in
current term and future completed course work will apply).
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Key takeaways to this reporting include:

1. Total EARNED units applied to the SACN threshold equal SACN less “Units Remaining to Graduate Class level” (e.g.,  $157 - 51 = 106$  earned units).
2. Course work that IS INCLUDED in earned units:
  - a. Total hours accepted in Transfer.
  - b. All completed undergraduate and graduate units applicable to any USC program.
  - c. All course work in prior terms graded IP, RG, NS or IN (Incomplete).
  - d. All course work in the current term that has final grading assigned.
3. Course work that IS **NOT** INCLUDED in earned units:
  - a. All failed grades (e.g., F, MG, IX, UW).
  - b. All repetitious course work not eligible for application to any degree program.
  - c. All IP course work in the current term.

Advisors who have questions on reported totals may reach out to Degree Progress with any questions that may need to be addressed when reviewing this important information with students.