How to Run a Degree Audit; For Major GPA & Major Requirements

1. Log onto GOLD.
2. Click on the Academic History tab.
3. Click on the Degree Audit tab.
4. Confirm these three items:
   a. The correct Major is popping up.
   b. Decide if you want the audit to include current work in progress, or not. If “yes, include work in progress” then tick the box.
   c. Then click on “Run Audit” (a processing wheel will pop up, please allow at least 45 seconds).

SPECIAL NOTES=

d. If you have not had a recent petition created, please do not worry about these red letters and move to #6.

e. If you have recently had a petition created (like for EAP units, UC Summer school units, etc.) that you wish to have applied to major credit, please note it may take up to two weeks to be reflected on the report.
5. After running the audit, scroll down on the audit to your area of interest.
   For Major GPA, select “UC GPA Summary”.
   For Major requirements, select the “Upper Division Major” line.

**NOTE:**
- **Red “×”** shows incomplete items.
- **Green “✓”** shows completed items.
- **Blue Clock “⏱”** shows “in progress” items.
  (The Blue “ℹ️” stands for “information”.)

(Keep Scrolling to #6).
6. Click on the plus sign to expand the area you wish to review.

7. The report will identify various GPA’s useful for various purposes (i.e. graduate school applications).
   a. “Overall Major” GPA
   b. “Upper Division Major GPA”
   c. “Overall UC GPA” on this page.

(Keep Scrolling to #8).
8. For Major progress, follow the same process but click on “Upper-Division Major”:

**Take notice of:**
- What has been taken!
- What is currently “WIP” (Work In Progress)?
- What is still owed for the degree?

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Upper-Division (UD) major will not be complete until both the units and the number of areas below are satisfied. See the Major Sheet for additional information.

NOTE: First passed attempt of a course is applied to a requirement, even if the course is subsequently repeated. Please see the UC GPA Summary section of this audit to determine how the repeats are applied to your GPA.

A minimum of 37 UD units required AND 3 areas required.

- Earned: 24.00 units
- Needs: 13.00 units

**1) Four courses from Psychology 100-109:**
- PSY 102 4.00 B - SOCIAL PSYCHOLOGY
- PSY 105 4.00 A - DEVELOPMENTAL PSYCH
- PSY 108 4.00 B - COGNITIVE PSYCHOLOGY
- PSY 103 4.00 B - PSYCHOPATHOLOGY

**2) One lab course required from the specified list:**
- Needs 1 Course

**3) Sixteen additional units from Psychology 110-199:**
- PSY 124 4.00 B - EDUCATIONAL PSYCH
- PSY 142 4.00 B - COGNITIVE DEVEL

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9. Feel free to “Watch Demo” video for more help.