The Academic Planner

Introduction

The Academic Planner is a tool to help you construct an individualized 4-year Plan. Your 4-year Plan is an instrument to help you successfully fulfill your degree requirements by giving you a semester-by-semester timeline in order to complete your degree in a timely manner.

The Academic Planner begins with the Roadmap, which is the recommended semester-by-semester plan to complete your program. Then the Academic Planner integrates the course credits you have already earned into the Roadmap, forming the basis for your personal Plan.

The Plan you create is separate from the Roadmap and the degree audit. You can create or delete as many Plans as you would like but, you must have at least one Plan selected which will be your preferred Plan.

The Plan you create is not an official degree audit. Your official degree audit, which is needed to graduate, can only be adjusted by your advisor.

Creating a Plan with a different major than what is listed on your account does not officially change your major. The Plans you create may be printed and evaluated by your advisor who can ultimately process your major change should you choose to declare.

Getting Started

Step 1: Go to mydegreeaudit.unt.edu
Step 2: Select the Online Degree Audit link.
Step 3: Login with your EUID and password.
Step 4: Select the Plans tab.

Note: If you are using Internet Explorer, version 10 or above is recommended.

Create a New Plan

The Create a New Plan tab allows you to create a new plan by selecting a degree program and entering plan information into relevant fields. First, select a degree plan from the list of options.
Then, fill in the necessary fields:

<table>
<thead>
<tr>
<th>Fields</th>
<th>Required Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan Name</td>
<td>Create a name for your individualized plan</td>
</tr>
<tr>
<td>Term</td>
<td>Select a term from the drop-down menu</td>
</tr>
<tr>
<td>Year</td>
<td>Type in the year of your plan</td>
</tr>
<tr>
<td>Years to Graduation</td>
<td>Select a number from the drop-down menu</td>
</tr>
</tbody>
</table>

**Planning Your Courses**

The goal is to move courses from the Roadmap (left) side into the Plan (right) side for the purpose of completing all requirements within the Roadmap.

- Click or tap a course to view more details about that course.
- Drag courses into the appropriate Term on your Plan.
- Use the button to check your plan against the degree audit to ensure requirements are fulfilled as needed.