

ENGINEERING ADVISING SERVICES

The DEGREE AUDIT REPORT SYSTEM (DARS) (What it is, what it does, and how to use it)

As a student at the University of Tennessee, you have access to the **Degree Audit Report System (DARS)**, which allows you to look at the credits you have on your academic history and see how they fit into the specific requirements of your major. While it defaults to your currently declared major, you can also use this system to look at any major or minor offered at the University of Tennessee to see how your courses would fit into those programs,

It is important for you to be able to run and interpret your DARS report because this system is the one the registrar uses to check whether or not you have met all the specific requirements for your major in order to graduate. So, it is your responsibility to learn how to use the system, and this sheet will give you the basics on how to access the system and run your report.

TO ACCESS THE DEGREE AUDIT REPORT SYSTEM (DARS):

STEP 1—Log into my.utk.edu and then click on the DARS and uTrack link under the Academic Resources heading **STEP 2**—Once in the DARS system, click on the **Run Audit** box to begin the process

Academic Resources	Т	TENNE KNOXVILLE	SSEE							Belect your style: 🧲
Self Service Banner		RHOATIELE								
Search For Classes	uaits +									0
Schedule Builder	These ar	e the audits that have been	QUESTS	acord. Hitting the "Run Audit"	button will run a new audit r	eport. Deleting au	lits removes them from	this list.		
Add / Drop Classes	Run	ludt								Delete
My Grades					Audit			Course	select all	select none
ARS and uTrack	Insted	Program	Catalog Year	* Created	Туре	Format	Run By	Type	View	Delete
irades First	No co	mpleted audits found								
Enrollment Verification										

STEP 3—Your declared degree program, along with any second majors or minors you are also doing, will now appear on the list of audits you have requested. To run the report, you would just click on the button that says "Run Declared Programs."

Run Declared	Programs:							
School	Degree Program	Title	Catalog Year	Marker	Value	Type	CATLYT	
	BSCS-CS-H	ENGR: COMPUTER SCIENCE - HONORS	Fall 2015	SMAJOR	MAJMATH	D		
Select a Differ	ent Program:				✓ Select a Di	fferent Pro	gram:	
lvanced Sett	ings (Click to view availab	ve options.)			Choosing a Choosing a	degree proţ	aram here will not	change your declared degree program
Ivanced Sett Run Declared	ings (Click to view availab Programs	vish to look at a different	program th		Choosing a (College: Major:	degree pro;	ram here will not	change your declared degree program
wanced Sett Run Declared By the all you	Ings (Click to view availab Programs way, if you w have to do is	vish to look at a different give the DARS system th	program, th e appropric	hen ite	Choosing a i College: Major: Degree:	degree proj		change your declared degree program

STEP 4—Once you open your DARS report, you should click on the printer friendly icon, so that the full report opens up and you can see all the requirements under each tab of the report.

		YOUR NAM ENGR: COMPUTER SCIEN	ME NCE - HONORS		Request Audit
Prepared On	01/26/2018 02:09 PM	Program Code	BSCS-CS-H	Catalog Year	Fall 2015
Student ID		Job ID	2018012614094173		
Audit Results	Course History				
Open All S	Sections De Close All Sections	0			- Printer Friendly

STEP 5—As you scroll through the report, you will notice that the tabs have different colors. Tabs that are **GREEN** mean that that degree requirement is completed. Tabs that are **RED** show which requirements you have not yet met for your degree, and the DARS report shows which courses are still required to meet that particular requirement for your degree. Tabs that are **BLUE** show course requirements that you are finishing during the current semester.



STEP 6—Finally, any course credits you have that do not fulfill requirements for your degree are listed at the bottom of the DARS report. Likewise, any course you withdrew from or did not pass is also listed at the bottom of the report.

THE FO HOURS BEEN U (ALSO I THOSE AND RE	THE FOLLOWING CREDITS HAVE BEEN COUNTED IN THE TOTAL HOURS EARNED, GPA, AND RESIDENCY CHECKS. THEY HAVE NOT BEEN USED TO MEET SPECIFIC COURSE REQUIREMENTS. (ALSO INCLUDED ARE NO-CREDIT COURSES, SUCH AS THOSE WITH GRADES OF F, W, NC, WP, WF, TRANSFER D, AND REPEATED COURSES WHICH MAY NOT BE USED)							
	FA15	FYS 100	0.00	S	THE VOLUNTEER CONNECTION			
	NF15	HIST221	3.00	S	HISTORY/UNITED STATES EQUIVALENT TO: HIUS221			
	NF15	HIST222	3.00	S	HISTORY/UNITED STATES EQUIVALENT TO: HIUS222			
	FA15	UNHO101	1.00	A	MATH EFFECT: VIDEO GAMES			
	SP15	COSC102	0.00	TF	INTRODUCTION/COMPUTER SCIENCE			
	SP17	MATH341	0.00	W	ANALYSIS I			

If you still have questions, your academic advisor will also be able to help you learn how to interpret your DARS report so that you can understand what degree requirements you have completed and which ones you still need to finish.

If you have further questions, please contact ENGINEERING ADVISING SERVICES in 316a Perkins Hall, 865-974-4408

