

# Student In-Depth Guide to the New My.Emich

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# Registration Guide

## Register for Classes

1. Click “Registration” under the Student Registration section of the new My.emich Student Services Card
2. Click “Register for Classes”
3. Complete the Financial Responsibility Statement (once each academic year)
  - The text remains hidden until the item on the left is clicked. Students can click anywhere within the AIP item to “open” it for action.

The screenshot shows the 'Action Item Processing' (AIP) interface. On the left, there is a list of action items. The 'Financial Responsibility' item is selected, showing a status of 'Pending' and a 'Return' button. The detailed view on the right displays the text of the financial responsibility statement.

**Financial Responsibility**

Students much agree to their financial responsibility to pay their tuition and fees and detailed in the agreement. Click the item link to open the item.

**Financial Responsibility**

End Date: 07/26/2024

**Halt Processes:**

- Prepare for Registration
- Plan Ahead
- View Registration Information
- Register for Classes

Students much agree to their financial responsibility to pay their tuition and fees and detailed in the agreement.

**Major Verification**

- Read the statement, check the box at the bottom, and click Save.

This agreement shall be governed in all respects by the laws of the State of Michigan without regard to any conflict of choice of law principles which are required for the on-going business of the University. I hereby submit to personal jurisdiction in the State of Michigan.



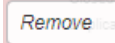
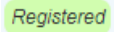
I have read, understand, and agree to these conditions.

☒ Yes, I agree

**Save**

- Click Continue to return to Registration

The screenshot displays the 'Action Item Processing' interface. At the top, there's a green header with the 'E QUAL' logo and a 'Continue' button. Below the header, the page is titled 'Action Item Processing' and 'Welcome'. A message states: 'You have the following items that require your attention.' The interface is divided into two main sections. The left section, 'Financial Responsibility', shows a 'Completed' status with a green checkmark and a 'Continue' button. The right section, 'Major Verification', displays a list of majors and minors, with 'Communication' and 'Sociology' listed under 'Minor(s)'. A 'Continue' button is also present in the top right corner of the main section.

4. ***If you're an undergraduate student***, verify your current major/minor/concentration (once every 30 days)
  - Note: Follow the same steps used to complete the Financial Responsibility Statement.
5. Select a term and click "Continue"
6. Enter search criteria and click "Search" to find classes
7. Scroll through the listed class options and click "Add" for the desired class(es). These selections will be visible in the "Summary" window below the search results.
8. Once you've added your desired classes to the Summary, click "Submit"
9. The system now reviews your selections and will trigger outcome notifications;
  - a.  **Save Successful** - indicates that you've successfully registered for a class or successfully REMOVED it from the Summary
  - b.  **ACC 240 CRN 10196:** - indicates an error of some kind that prevented you from registering for the class. Review the listed error messages to determine your next steps
    - i. The "Action" listed for a class with an error will default to . Clicking "Submit" again will remove the classes with errors from the summary. This will allow you to move forward adding alternate class options.
10. ***If you had errors***, click Submit again to remove them from your summary. If no errors occurred or once prior errors have been cleared, you will see  as the "Status" shown in summary.

## Join a Class Waitlist

If you want to add yourself to a waitlist for a class (*NOTE: Not all classes have waitlists*);

1. Choose the desired class and click “Add”
2. Use the “Action” drop-down to select “Waitlist” on the desired class and click “Submit”

Summary

Tuition and Fees

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Orgznl Behavior &amp; Theory</a>	MGMT 366, 004	3	11314	Lecture	Pending	<div>Waitlist</div>
<a href="#">Introduction to Africology and...</a>	AFC 101, 001	3	11199	Lecture	Registered	<div>None</div>

Total Hours | Registered: 3 | Billing: 3 | CEU: 0 | Min: 0 | Max: 19

Submit

3. The class status will update to “Waitlisted”

## Drop/Withdrawal Information

Classes can be dropped from your schedule until the date listed as the “Last date for 100% tuition refund” on the term dates and deadlines calendar. Please note that the different parts of term have separate deadlines.

Dates & Deadlines information can be found on the Office of Records & Registration’s [“Calendars”](#) webpage.

Click the term you wish to view to open the menu links, then click “Dates and Deadlines”



The screenshot shows the Eastern Michigan University website. The header includes the EMU logo and navigation links: EMU Today, Library, Maps, Calendar, and Canva. The main heading is "OFFICE OF RECORDS AND REGISTRATION". Below this is a navigation bar with links: Home, REGISTRATION INFO, CALENDARS (underlined), GRADUATION, TRANSCRIPTS, and FORMS AND RESOURCES. A sidebar on the left lists terms: Winter 2024, Summer 2024, Fall 2024 (selected), and Winter 2025. Under "Fall 2024", there is a menu with three items: Registration Times, Dates and Deadlines (highlighted with a red box), and Exam Schedule. A red arrow points from the text above to the "Fall 2024" term selection. The main content area shows the "Fall 2024 Calendar" with a list of events: Aug. 26: Beginning of Classes; Sept. 2: Labor Day - No Classes; University Closed; Oct. 14-15: Fall Break - No Classes; University Open; Nov. 27: Thanksgiving Recess - No Classes; University Closed; Nov. 28-Dec. 1: Thanksgiving Recess - No Classes; University Closed; Dec. 8: Last Day of Classes; Dec. 9-13: Final Exams; and Dec. 14: Commencement.

EMU Today • Library • Maps • Calendar • Canva

## OFFICE OF RECORDS AND REGISTRATION

REGISTRATION INFO CALENDARS GRADUATION TRANSCRIPTS FORMS AND RESOURCES

Records and Registration / Calendars / Fall 2024 Calendar

### Fall 2024 Calendar

- Aug. 26: Beginning of Classes
- Sept. 2: Labor Day - No Classes; University Closed
- Oct. 14-15: Fall Break - No Classes; University Open
- Nov. 27: Thanksgiving Recess - No Classes; University Closed
- Nov. 28-Dec. 1: Thanksgiving Recess - No Classes; University Closed
- Dec. 8: Last Day of Classes
- Dec. 9-13: Final Exams
- Dec. 14: Commencement

After the 100% drop deadline, there's a period for individual withdrawal from classes. Withdrawal results in a "W" on your academic record and you'll get no tuition credit or refund.

## Drop a Class

If you want to drop an individual class from your schedule;

1. Use the “Action” drop-down to select “Web Drop” on the desired class and click “Submit”

Schedule						
Schedule Details						
Summary						
Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">General Psychology Lecture</a>	PSY 101, 13	3	10534	Lecture	Registered	Web Drop
<a href="#">Introduction to Africology and ...</a>	AFC 101, 001	3	11199	Lecture	Registered	None

Total Hours | Registered: 6 | Billing: 6 | CEU: 0 | Min: 0 | Max: 19

Panels ▼ Submit

2. The class status will update based on the timing of the drop
  - a. If dropping the class **before** tuition is being assessed, you will see “Deleted” and the class will disappear from the summary when the page is refreshed.
  - b. If dropping the class **after** tuition assessment has been processed, you will see “Dropped” and the class will remain in the summary when the page is refreshed.

A **\$20.00 drop fee** per transaction will be assessed beginning with the first day of the semester through the 100% drop deadline.

If you are an athlete, international student, graduate assistant, or are receiving financial aid, dropping classes may put you below full-time enrollment and jeopardize your eligibility or immigration status. Check with the appropriate office before dropping below full-time status:

- Financial Aid Office -- 734.487.1048
- Student Athlete Support Services -- 734.487.1283
- Graduate School -- 734.487.0042
- Office of International Students and Scholars -- 734.487.3116

Visit Service EMU (268 Student Center) or contact Records and Registration at 734.487.4111 or registrar@emich.edu if:

- you have a hold and need to drop a class or
- you are dropping all classes (or your last/only class) for the term

## Withdraw from a Class

If you want to withdraw from a class;

1. Navigate to Summary
2. Use the “Action” drop-down to select “Web Withdrawal Indv Class-“W” Grade” on the desired class and click “Submit”

Summary

Tuition and Fees

Title	Details	Hours	CRN	Schedule Type	Status	Action
<a href="#">Comp I: Writing the Coll Exper</a>	WRTG 120, 007	3	11046	Lecture	Registered	Web Withdrawal Indv... ▼
<a href="#">Introduction to Africology and...</a>	AFC 101, 001	3	11199	Lecture	Registered	None ▼
<a href="#">Orgznl Behavior &amp; Theory</a>	MGMT 386, 004	0	11314	Lecture	Waitlisted	None ▼

Total Hours | Registered: 6 | Billing: 6 | CEU: 0 | Min: 0 | Max: 19

Submit

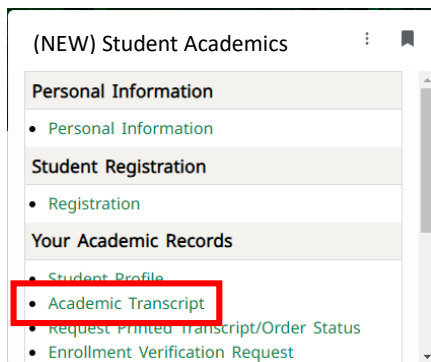
3. The class status will update to “Withdrawn”

## Academic Transcript & Final Grades Guide

The pages where you view your Academic Transcript and Final Grades have been updated. This guide will note where these resources can be found on the “(New) Student Academics” card and provide an overview of navigation and content on the updated pages.

### Where do I find my Academic Transcript?

- Navigate to My.emich
- Locate the “(New) Student Academics” card
- Click the “Academic Transcript” link



You will be directed to the page shown below;

- Select Transcript Level (Undergraduate, Graduate, or All Levels)
- Select Transcript Type

A screenshot of a web application interface. At the top, there is a green header bar with the text "E QUAL". Below this, there is a breadcrumb trail: "Student" followed by a dot and "Academic Transcript". The main content area has a light gray background. At the top of this area, the text "Academic Transcript" is displayed. Below this, there are two dropdown menus. The first is labeled "Transcript Level" and has a "Select" option. The second is labeled "Transcript Type" and also has a "Select" option. Both dropdown menus have a small downward arrow icon.



You will now see your Academic transcript. You can navigate to the different sections of your transcript by clicking the tabs at the top.

- Student Information
- Degree Information
- Institution Credit
- Transcript Totals
- Courses in Progress

The screenshot shows the 'Academic Transcript' page. At the top, there is a green header bar with a logo and navigation icons. Below the header, the page title 'Academic Transcript' is displayed. Underneath, there are two dropdown menus: 'Transcript Level' (set to 'All Levels') and 'Transcript Type' (set to 'Web Transcript'). A red rectangular box highlights a row of five tabs: 'Student Information', 'Degree Information', 'Institution Credit', 'Transcript Totals', and 'Course(s) in Progress'. The 'Student Information' tab is currently selected. Below the tabs, a blue informational banner states: 'This is not an official transcript. Courses which are in progress may also be included on this transcript.' The 'Student Information' section is expanded, showing fields for Name (redacted), Curriculum Information, Current Program (Bachelor of Arts), College (College of Arts & Sciences), Major and Department (Communication, Com, Media, Theatre Arts, School of), and Minor (Sociology). The 'Degree Information' section is also visible, showing 'Sought: Bachelor of Arts'.

What will I see in each section?

Student Information

Displays your name and curriculum information.

Student Information
Degree Information
Transfer Credit
Institution Credit
Transcript Totals
Course(s) in Progress

Student Information

Name

Curriculum Information

Current Program : Bachelor of Arts

College
College of Arts & Sciences

Major and Department
Public Relations, English Language & Literature

Minor
Political Science
Marketing

Secondary Curriculum : No Degree

College
College of Arts & Sciences

Major and Department
Honors College, University - General Studies

## Degree Information

Displays the degree you're pursuing and your credit hours, quality points, and GPA.

Student Information
Degree Information
Transfer Credit
Institution Credit
Transcript Totals
Course(s) in Progress

Degree Information

Sought
Bachelor of Arts

Curriculum Information

Primary Curriculum

Major
Public Relations

Minor
Political Science
Marketing

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Institution	27,000	27,000	27,000	27,000	92.40	3.42

## Transfer Credit

Displays only if you have transfer credit as part of your academic record. Transfer credit information is grouped by institution. NOTE: Grades are not transferred.

Transfer Credit Accepted by Institution

08/20-05/23 : Ferris State University

Subject	Course	Title	Grade	Credit hours	Quality points	R
AACR	MTA	MTA Satisfied	TCR	0.000	0.00	
ESSC	108	Introduction to Earth Science	TCR	3.000	0.00	
ESSC	109	Intro to Earth Science Lab	TCR	1.000	0.00	
GEOG	000	Weather and Climate	TCR	3.000	0.00	
MUSC	000	American Pop Music Since 1900	TCR	3.000	0.00	
PLSC	358	Polit Parties& Interest Groups	TCR	3.000	0.00	
SPNH	122	Beginning Spanish II	TCR	4.000	0.00	

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term	17.000	17.000	17.000	0.000	0.00	0.00

## Institution Credit

Displays each term's courses, grades, your academic standing, Dean's List inclusion, credits, quality points, and GPA information.

Student InformationDegree InformationTransfer CreditInstitution CreditTranscript TotalsCourse(s) in Progress									
Institution Credit									
Term : Fall 2023									
Academic Standing Good Standing					Additional Standing Dean's List				
Subject	Course	Campus	Level	Title	Grade	Credit Hours	Quality Points	Start and End Dates	
ANTH	135	Main Campus Crse#000-499	UG	Intro to Cultu! Anthrop	A-H	3.000	11.10		
ECON	201	Main Campus Crse#000-499	UG	Principles of Macroeconomics	A	3.000	12.00		
PLSC	210	Main Campus Crse#000-499	UG	Intro Political Analysis	B+	3.000	9.90		
PLSC	212	Main Campus Crse#000-499	UG	Intro Internat! Politics	A-	3.000	11.10		
PLSC	270	Main Campus Crse#000-499	UG	Public Administration	A-	3.000	11.10		
Term Totals		Attempt Hours	Passed Hours	Earned Hours		GPA Hours	Quality Points	GPA	
Current Term		15.000	15.000	15.000		15.000	55.20	3.68	
Cumulative		15.000	15.000	15.000		15.000	55.20	3.68	

## Transcript Totals

Displays summary of credits, quality points, and GPA information. Transcript totals are grouped by level.

Student Information	Degree Information	Transfer Credit	Institution Credit	Transcript Totals	Course(s) In Progress			
Transcript Totals								
Transcript Totals - (Undergraduate)			Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution			27.000	27.000	27.000	27.000	92.40	3.42
Total Transfer			34.000	34.000	34.000	0.000	0.00	0.00
Overall			61.000	61.000	61.000	27.00	92.40	3.42

## Courses In Progress

Displays the courses you're currently registered for.

Student InformationDegree InformationTransfer CreditInstitution CreditTranscript TotalsCourse(s) in Progress							
Course(s) in Progress							
Term : Fall 2024							
Subject	Course	Campus	Level	Title	Credit Hours	Start and End Dates	
AFC	101	Online Asynchronous #000-499	UG	Intro Africology&African Amer	3.000		
PSY	101	Main Campus Crse#000-499	UG	General Psychology Lecture	3.000		
SOCL	105	Main Campus Crse#000-499	UG	Introductory Sociology	3.000		
WRTG	120	Main Campus Crse#000-499	UG	Comp I: Writing the Coll Exper	3.000		

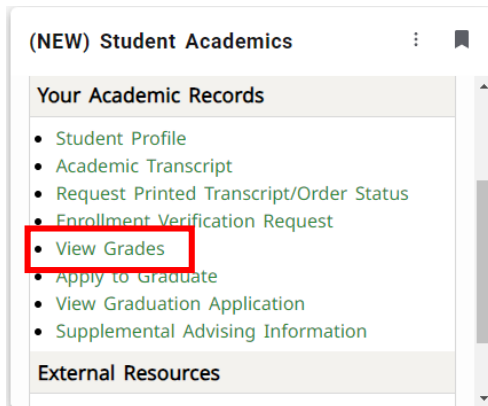
*If you have questions about anything displayed on or missing from your academic transcript, email [registrar@emich.edu](mailto:registrar@emich.edu).*

## Where do I view my Final Grades?

NOTES: "Final Grades" is now found under "View Grades"

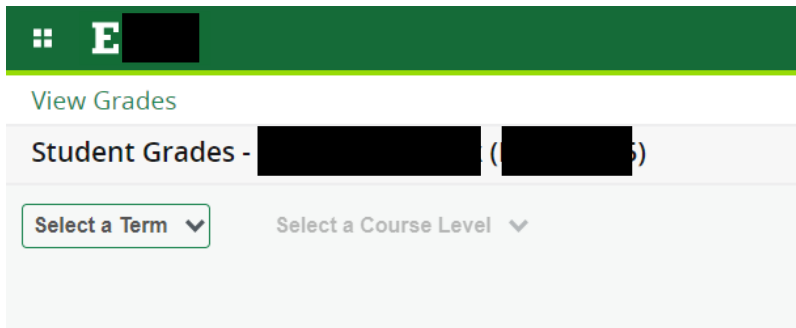
You are only currently able to see up to 25 rows of course history on the View Grades page. To see your full course history, view your Academic Transcript.

- Navigate to My.emich
- Locate the "New) Student Academics" card
- Click the "View Grades" link



You will be directed to the page shown below;

- Select Term
- Select a Course Level (Undergraduate, Graduate, or All Levels)



You will now see your grades displayed. You will see GPA summary information and your primary curriculum summary in addition to your coursework. Each section contains a hyperlink to additional details.

The screenshot shows a web interface for 'Student Grades - H...'. At the top, there's a green header bar with a user icon and settings. Below it, the page title is 'Student Grades - H...'. There are two dropdown menus: 'Summer 2024' and 'Undergraduate'. The main content area is divided into two sections: 'GPA Summary' and 'Primary Curriculum'. The 'GPA Summary' section shows a table with columns for 'Selected Term', 'Institutional', 'Transfer', and 'Overall', all with a value of 4.00. The 'Primary Curriculum' section shows details for 'Level: Undergraduate', 'College: College of Arts & Sciences', 'Degree: Bachelor of Arts', and 'Program: AS - Bachelor of Arts'. Below these sections is a 'Course Work' table with columns for Subject, Course Title, Campus, Final Grade, Attempted Hours, Earned Hours, GPA Hours, Quality Points, CRN, and Action. The first row shows 'MATH 110, 2' with 'Mathematical Reasoning' as the course title, 'OA1' as the campus, and 'A' as the final grade.

What will I see in each section?


GPA Summary

This screenshot is identical to the one above, but with a red box highlighting the 'View Details' link in the 'GPA Summary' section. The box is labeled with the number '1'.

1. Clicking “View Details” will bring up the box below. It includes all earned hours, points, and GPA information.

The screenshot shows a modal window titled 'GPA Summary'. It contains four tables, each with a title and a list of metrics. The 'Selected Term' table shows: Attempted Hours: 3.000, Earned Hours: 3.000, GPA Hours: 3.000, Quality Points: 12.00, GPA: 4.00. The 'Institutional' table shows: Attempted Hours: 3.000, Earned Hours: 3.000, GPA Hours: 3.000, Quality Points: 12.00, GPA: 4.00. The 'Transfer' table shows: Attempted Hours: 3.000, Earned Hours: 3.000, GPA Hours: 3.000, Quality Points: 12.00, GPA: 4.00. The 'Overall' table shows: Attempted Hours: 3.000, Earned Hours: 3.000, GPA Hours: 3.000, Quality Points: 12.00, GPA: 4.00.

## Primary Curriculum

 **E C**

[View Grades](#)

Student Grades - H (E)

Summer 2024 Undergraduate

**GPA Summary** [View Details](#)

4.00	4.00	-	4.00
Selected Term	Institutional	Transfer	Overall

**Primary Curriculum** [View Details](#)

Level : Undergraduate  
College : College of Arts & Sciences  
Degree : Bachelor of Arts  
Program : AS - Bachelor of Arts


2

Course Work

Search by Course Title

Subject	Course Title	Campus	Final Grade	Attempted ...	Earned Hours	GPA Hours	Quality Points	CRN
MATH 110, 2	Mathematical Reasoning	OA1	A	3.000	3.000	3.000	12.00	50280

- Clicking “View Details” will bring up the box below. It includes all major/minor/concentration details.

**Curriculum Details** 

**Primary Curriculum**

Level	Undergraduate
College	College of Arts & Sciences
Degree	Bachelor of Arts
Program	AS - Bachelor of Arts
Catalog Term	Summer 2024
Admit Term	Summer 2024
Admit Type	FTIAC - Traditional

**Communication - Major**

Department	Com,Media,ThtreArts, School of
------------	--------------------------------

**Minor**

Minor 1	Sociology
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## Course Work

⌵ E

[View Grades](#)

Student Grades - H (E)

Summer 2024 Undergraduate

**GPA Summary** [View Details](#)

4.00

4.00

-

4.00

Selected Term

Institutional

Transfer

Overall

**Primary Curriculum** [View Details](#)

Level :

Undergraduate

College :

College of Arts & Sciences

Degree :

Bachelor of Arts

Program :

AS - Bachelor of Arts

Course Work

Search by Course Title

Subject	Course Title	Campus	Final Grade	Attempted ...	Earned Hours	GPA Hours	Quality Points	CRN
MATH 110, 2	Mathematical Reasoning	OA1	A	3.000	3.000	3.000	12.00	50290

3. Clicking the “Course Title” will bring up the box below. It includes the course detail information. You can navigate through the details using the tabs to the left;
- Catalog
  - Course Description
  - Attributes
  - Restrictions
  - Corequisites
  - Prerequisites
  - Fees

Course Details for MATH 110, Mathematical Reasoning

Term: 202450

Catalog

Course Description

Attributes

Restrictions

Corequisites

Prerequisites

Fees

Title: Mathematical Reasoning

College: College of Arts & Sciences AS

Division:

Department: Mathematics and Statistics MATH

Hours:

Credit Hours: 3

Lecture: 3

Lab:

Other:

Levels:

Undergraduate UG

Grading Modes:

Audit A

Honors H

Normal N

MA CD Transfer Other CD Modes Q

**E**

View Grades

### Student Grades - H [REDACTED] (E [REDACTED])

Summer 2024 ▾ Undergraduate ▾

GPA Summary [View Details](#)

4.00 Selected Term	4.00 Institutional	- Transfer	4.00 Overall
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Primary Curriculum [View Details](#)

**Level :** Undergraduate  
**College :** College of Arts & Sciences  
**Degree :** Bachelor of Arts  
**Program :** AS - Bachelor of Arts

Course Work

Subject	Course Title	Campus	Final Grade	Attempted ...	Earned Hours	GPA Hours	Quality Points	CRN	Action
MATH 110, 2	Mathematical Reasoning	OA1	A	3.000	3.000	3.000	12.00	50280	

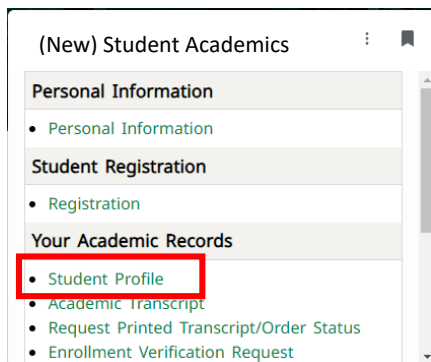
- | Class Details for Mathematical Reasoning Mathematics 110 2 |   |
|--|---|
| Term: 2024S0   CRN: 50280                                  |   |
| Class Details  | Associated Term: Summer 2024<br>CRN: 50280  |
| Bookstore Links  | Campus: Online Asynchronous #000-499<br>Schedule Type: Lecture                                      |
| Course Description   | Instructional Method:<br>Section Number: 2  |
| Attributes   | Subject: Mathematics<br>Course Number: 110  |
| Restrictions   | Title: Mathematical Reasoning<br>Credit Hours: 3  |
| Instructor/Meeting Times                                   | Grade Mode: No Section specified grade mode, please see<br>Catalog link below for more information. |
| Enrollment/Waitlist  |   |
| Corequisites   |   |
| Prerequisites  |   |
| Cross Listed Courses                                       |   |
| Linked Sections  |   |
| Fees   |   |
| Catalog  |   |

## Student Profile Guide

The Student Profile is a new solution that brings several pieces of your student record together to view in one page. This guide will serve as an introduction to the profile and its features as well as note where to find items from the “OLD” My.emich Student Records menu.

### Where do I find the Student Profile?

- Navigate to My.emich
- Locate the “(New) Student Academics” card
- Click the “Student Profile” link



Below is a view of the Student Profile. The following pages will provide additional information on its features.

A screenshot of the "Student Profile" page for a student at Eastern Michigan University. The page has a dark green header with the EMU logo and navigation icons. Below the header, the page is titled "Student Profile - H [redacted] (E [redacted])". A summary bar shows the current term as "Fall 2024 Current term", standing as "Good Standing, as of Summer 2024", with "Overall Hours: 3" and "Overall GPA: 4.00". There are also "Registration Notices: 4" and "Holds: 0". The main content area is divided into several sections. On the left is a sidebar with a profile picture of a yellow bird mascot and links for "Curriculum and Courses", "Prior Education and Testing", "Additional Links", "Academic Transcript", "Registration", "View Application to Graduate", "View Grades", "Preferred Name and Pronoun", and "Degree Audit (u.achieve)". The main content area includes "Bio Information" (Email: [redacted]@emich.edu, Phone: Not Provided), "General Information" (Level: Undergraduate, Class: Freshman, Status: Active, Student Type: New First Time, First Term Attended: Summer 2024, Last Term Attended: Summer 2024), "Graduation Information" (Graduation Applications: None), and "Advisors" (College Advising Cntr Advisor: Gardner, Vanessa; College Advising Cntr Advisor: O'Droski, Samantha; Departmental Advisor: O'Grady, Dennis). To the right is the "CURRICULUM, HOURS &amp; GPA" section, which has tabs for "Primary", "Secondary", and "Hours &amp; GPA". The "Primary" tab is selected, showing details for a Bachelor of Arts degree, AS - Bachelor of Arts program, College of Arts &amp; Sciences, Communication major, and various concentrations and minors. Below this is the "REGISTERED COURSES" section, which contains a table of current courses. The table has columns for Course Title, Details, CRN, Hours, Registration Status, and Instructor. Two courses are listed: "Introduction to Africology and A..." (AFC 101 001, CRN 11199, 3 hours, Web Registered, Antoinette Pressler) and "Comp I: Writing the Coll Exper" (WRTG 120 ..., CRN 11046, 3 hours, Withdraw Class-W G..., Not assigned). At the bottom, a summary bar shows "Total Hours | Registered Hours: 6 | Billing Hours: 6 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19".

## What's included in the Student Profile?

The screenshot shows the Student Profile page with the following elements highlighted by numbered callouts:

- 1**: The left-hand navigation menu containing links like Curriculum and Courses, Prior Education and Testing, Additional Links, Academic Transcript, Registration, View Application to Graduate, View Grades, Preferred Name and Pronoun, and Degree Audit (u.achieve).
- 2**: The 'Term' dropdown menu set to 'Fall 2024 Current term'.
- 3**: The 'Standing' status, 'Overall Hours', and 'Overall GPA' summary bar.
- 4**: The 'Registration Notices' button showing a count of 4.
- 5**: The 'Holds' button showing a count of 0.

The main content area displays student information (Bio, General, Graduation, and Advisors), curriculum details (Degree, Study Path, Level, Program, College, Major, Department, Concentration, Minor, Admit Type, Admit Term, Catalog Term), and a table of registered courses.

Course Title	Details	CRN	Hours	Registration Status	Instructor
Introduction to Africology and A...	AFC 101 001	11199	3	**Web Registered**	Antoinette Pressle
Comp I: Writing the Coll Exper	WRTG 120 ...	11045	3	Withdraw Class-WY G...	Not assigned

Summary: Total Hours: 6 | Registered Hours: 6 | Billing Hours: 6 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19

1. Term – Use the dropdown to select and view your records for the current, past, and future terms (NOTE: Future Terms will not appear until the class schedule is available for viewing ahead of registration opening.) All the information displayed to you will update as appropriate to reflect the information during the term chosen.
2. Standing – This is your academic standing status as of the term listed.

Standing: Good Standing, as of Summer 2024

3. Overall Hours & Overall GPA – This is your current overall earned hours and GPA as of the term listed.

Overall Hours: 3 | Overall GPA: 4.00

4. Registration Notices – Clicking this item opens a detailed display of informational messages regarding your current ability to register for classes.

Registration Notices: 4

- ✓ **Overall Academic Standing**  
Good Standing  
Permits Registration
- ✓ **Student Status**  
Active  
Permits Registration
- ✓ **Enrollment Status**  
Permits Registration

5. Holds – Clicking this item opens a list of holds currently assigned to you. Click ▼ to see detailed information about the hold, including department contact information you may use to ask questions about the listed hold.

Registration Notices: 4 | Holds: 1

**Title IX Mandatory Training**

Originator: Title IX Office 734.487.9126  
 From Date: 08/12/2024  
 To Date: 12/31/2029  
 Reason: 2024-25 Academic Year Training  
 Processes Affected: Registration

**Student Profile - H [REDACTED] (E [REDACTED])**

Term: Fall 2024 Current term | Standing: Good Standing, as of Summer 2024 | Overall Hours: 3 | Overall GPA: 4.00 | Registration Notices: 4 | Holds: 0

**6** Bio Information  
 Email: [REDACTED]@emich.edu  
 Phone: Not Provided

**General Information**  
 Level: Undergraduate  
 Class: Freshman  
 Status: Active  
 Student Type: New First Time  
 First Term Attended: Summer 2024  
 Last Term Attended: Summer 2024

**Graduation Information**  
 Graduation Applications: None

**Advisors**  
 College Advising Cntr Advisor: Gardner, Vanessa  
 College Advising Cntr Advisor: O'Droisi, Samantha  
 Departmental Advisor: O'Grady, Dennis

**7** CURRICULUM, HOURS & GPA  
 Primary Secondary Hours & GPA  
 Degree: Bachelor of Arts  
 Study Path: Not Provided  
 Level: Undergraduate  
 Program: AS - Bachelor of Arts  
 College: College of Arts & Sciences  
 Major: Communication  
 Department: Com Media, Theatre Arts, School of  
 Concentration: Not Provided  
 Minor: Sociology  
 Concentration: Not Provided  
 Admit Type: FTIAC - Traditional  
 Admit Term: Summer 2024  
 Catalog Term: Summer 2024

**8** REGISTERED COURSES

Course Title	Details	CRN	Hours	Registration Status	Instructor
Introduction to Africology and A...	AFC 101 001	11199	3	**Web Registered**	Antoinette Pressle
Comp I: Writing the Coll Exper	WRTG 120 ...	11045	3	Withdraw Class-'W' G...	Not assigned

Total Hours | Registered Hours: 6 | Billing Hours: 6 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19

6. Bio/General/Graduation Information & Advisors – Displays summary information of your student record.

- a. Advisors – Clicking the listed Advisor name will pull up the advisor contact card which displays a photo and contact email.

**SWOOP**

@emich.edu

7. Curriculum, Hours & GPA – Displays your current major/minor/concentration information on the “Primary” & “Secondary” tabs. Institutional (EMU credits only) & Overall earned hours and GPA information is listed on the “Hours & GPA” tab.

8. Registered Courses – Displays summary information of your registered courses for the term chosen.

- a. CRN – Clicking the listed CRN will pull up a display of the class details.

**Class Details for Introduction to Africology and African American Studies Africology &...**

Term: 202510 | CRN: 11199

Class Details	Associated Term: Fall 2024 CRN: 11199
Bookstore Links	Campus: Online Asynchronous #000-499
Course Description	Schedule Type: Lecture
Attributes	Instructional Method:
Restrictions	Section Number: 001
	Subject: Africology & African Amer Stu
	Course Number: 101
	Title: Introduction to Africology and African American Studies

- b. Instructor – Clicking the listed Instructor name will pull up the faculty contact card which displays a photo and contact email (see Advisor card example above).

9. Prior Education and Testing – Clicking this link changes your view from “Curriculum, Hours & GPA” to “Prior Education and Testing”.
  - a. Secondary Education – lists the high school(s) from which you graduated (if applicable)
  - b. Post Secondary Education – lists any other higher education institutions you’ve attended (dual enrollment and/or transfer)
  - c. Testing – lists test score information (eg. SAT scores, ALEKS math assessment, etc.)

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Student • Student Profile

Student Profile - H (E)

Term: Fall 2024 Current term Standing: Good Standing, as of Summer 2024 Overall Hours: 3 Overall GPA: 4.00 Registration Notices: 4 Holds: 0

**Bio Information**  
 Email: Not Provided  
 Phone: Not Provided

**General Information**  
 Level: Undergraduate  
 Class: Freshman  
 Status: Active  
 Student Type: New First Time  
 First Term Attended: Summer 2024  
 Last Term Attended: Summer 2024

**Graduation Information**  
 Graduation Applications: None

**Curriculum and Courses**

**Prior Education and Testing**

**Additional Links**

Academic Transcript  
 Registration  
 View Application to Graduate  
 View Grades  
 Preferred Name and Pronoun  
 Degree Audit (u.achieve)

**CURRICULUM, HOURS & GPA**

**Primary** Secondary Hours & GPA

Degree: Bachelor of Arts  
 Study Path: Not Provided  
 Level: Undergraduate  
 Program: AS - Bachelor of Arts  
 College: College of Arts & Sciences  
 Major: Communication  
 Department: Com Media, Theatre Arts, School of  
 Concentration: Not Provided  
 Minor: Sociology  
 Concentration: Not Provided  
 Admit Type: FTIAC - Traditional  
 Admit Term: Summer 2024  
 Catalog Term: Summer 2024

**REGISTERED COURSES**

Course Title	Details	CRN	Hours	Registration Status	Instructor
Introduction to Africology and A...	AFC 101 001	11199	3	**Web Registered**	Antoinette Pressle
Comp I: Writing the Coll Exper	WRTG 120 ...	11045	3	Withdraw Class-'W' G...	Not assigned

Total Hours | Registered Hours: 6 | Billing Hours: 6 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19

10. Additional Links – These links will direct you to various other resources you'll need to reference throughout your student journey at EMU.
- Academic Transcript – takes you to your “unofficial transcript” (*also included on the new My.emich Student Services card*)
  - Registration – takes you to the Registration landing page (*also included on the new My.emich Student Services card*)
  - View Application to Graduate – takes you to a page that details submitted Graduation Applications (*also included on the new My.emich Student Services card*)
  - View Grades – takes you to a page that lists your previous and current term grades (*also included on the new My.emich Student Services card*)
  - Preferred Name and Pronoun – takes you to the page where you may add/update a preferred name and/or pronoun
  - Degree Audit (u.Achieve) – takes you to your u.Achieve degree audit landing page