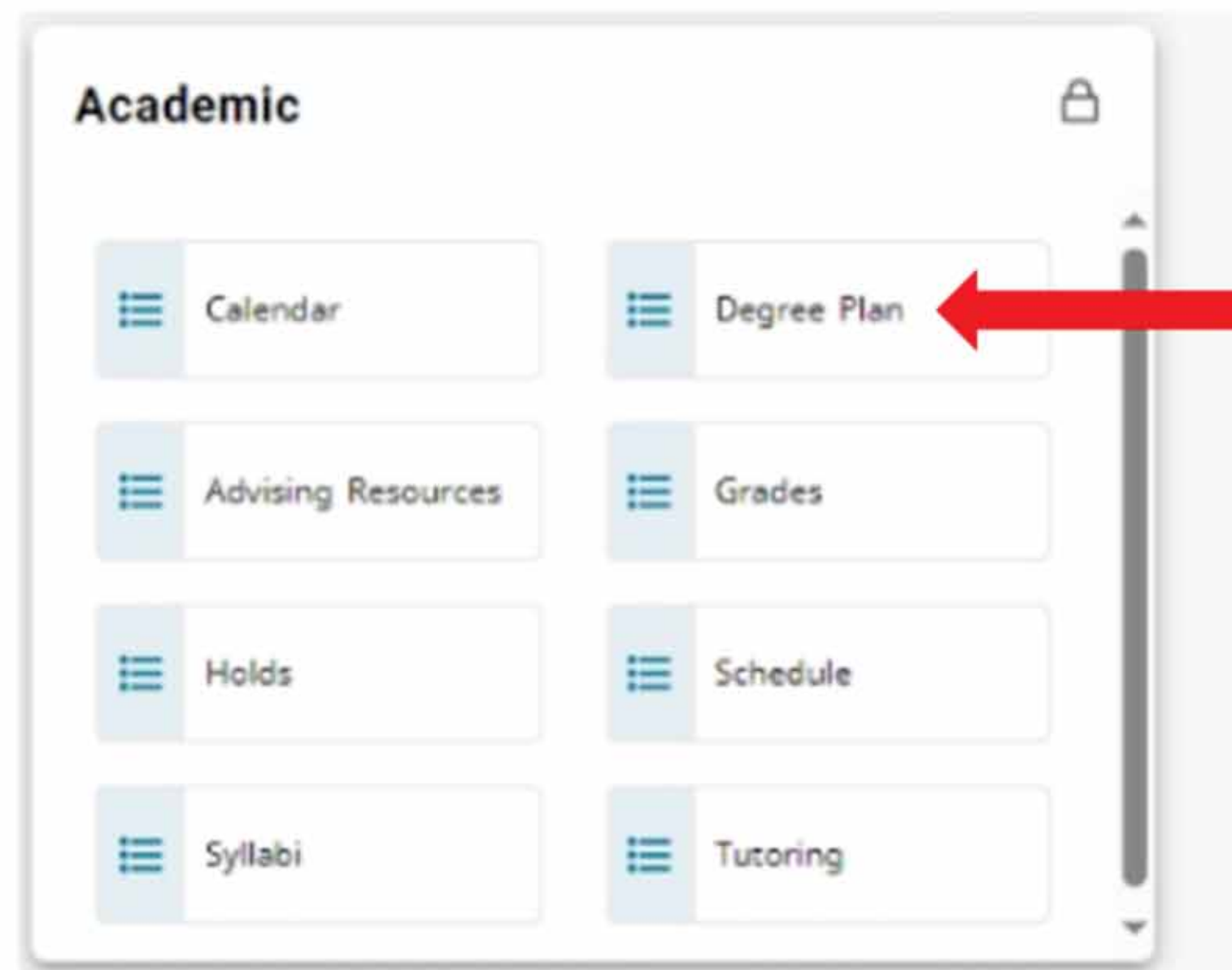


WHAT IS DEGREE WORKS?

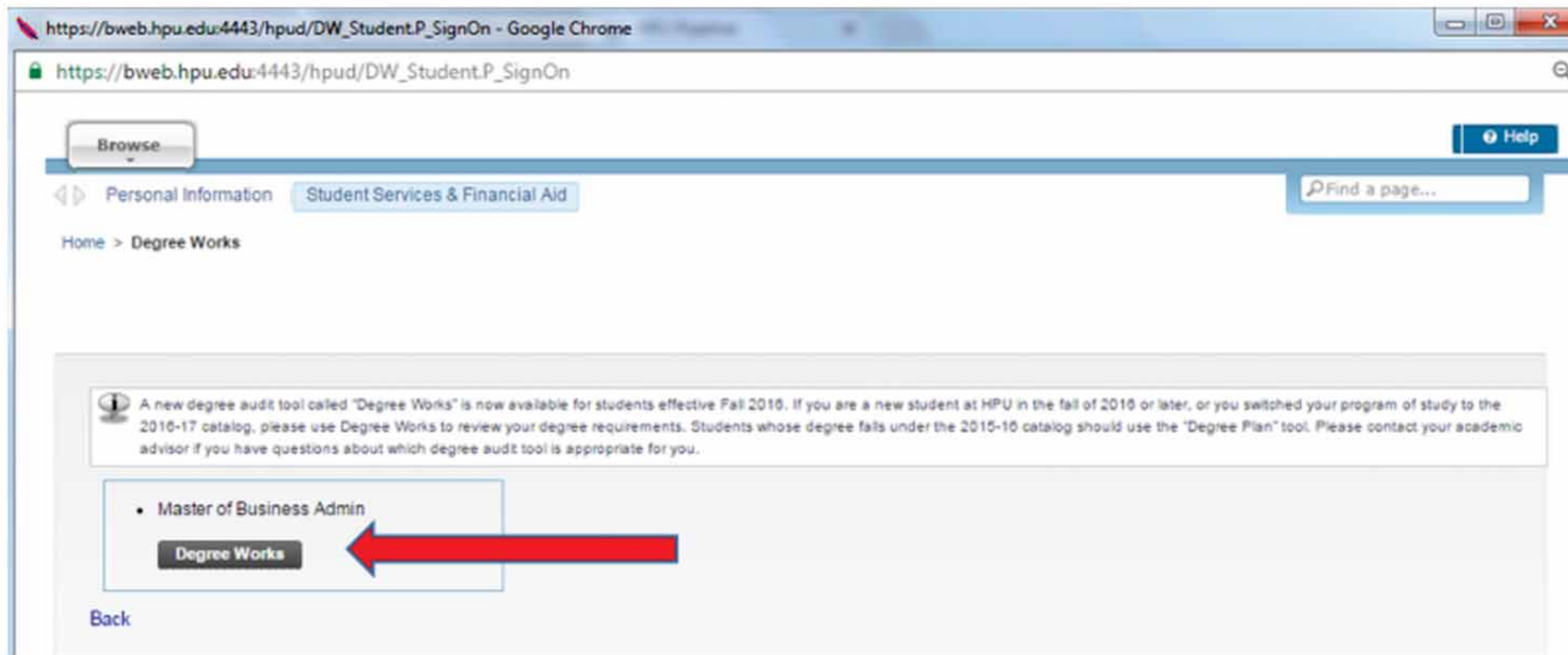
Degree Works is an advising tool for students to monitor their academic progress toward degree or certificate completion. It allows students and their advisors to plan future academic coursework.

To access Degree works, log in to your MyHPU.edu Portal and select “Degree Plan” found under the Academic card.




HOW TO ACCESS DEGREE WORKS



A new window/tab will open. Your current degree program will be listed. **Click on the Degree Works button to continue.**






HOW TO ACCESS DEGREE WORKS


Your Degree Works profile will be displayed.


WORKSHEETSPLANS



Worksheets



Data refreshed 06/08/2025 11:00 AM 

Student ID
@00000002 

Name
Mano, Sharky

Degree
Bachelor of Science

[Advanced search](#)

Level Undergraduate

Classification Freshman

Major Marine Biology

College College of Natural/Comp Sci

Academic Standing Academic Probation

Residency Hawaii


Advisor College of Natural and Computational Sciences Undergraduate Advising


Sport Cheerleader (202580)

Hold Account Balance

Attribute 202580 - Ho'oko Rising Scholars Program

[Academic](#)[What-If](#)

[View historic audit](#)
06/08/2025 at 04:15 UG/BS 

Format
Student View 

Degree progress

0%

Requirements

10%

Credits


Overall GPA
0.00

☒ In-progress classes

☒ Preregistered classes


PROCESS


Audit date 06/08/2025 4:15 AM
[Save audit](#) [Delete audit](#)

[Collapse all](#) 

UNDERSTANDING DEGREE WORKS

The top section displays your student information.

Data refreshed 06/08/2025 11:00 AM 

Student ID
@00000002 

Name
Mano, Sharky

Degree
Bachelor of Science

[Advanced search](#)

Level	Undergraduate	Classification	Freshman	Major	Marine Biology	College	College of Natural/Comp Sci	Academic Standing	Academic Probation
Residency	Hawaii	Advisor	College of Natural and Computational Sciences Undergraduate Advising			Sport	Cheerleader (202580)	Hold	Account Balance
Attribute	202580 - Ho'oko Rising Scholars Program								

Level: Specifies level of classes (i.e., undergraduate, graduate)

Classification: e.g., Freshman, sophomore, etc. Based on how many credits you have **completed**. This does not include in-progress courses.

Major/College: Your declared major and the college it is nested under.

Concentration/Minor: If you have a declared concentration or minor, it will be listed here.

Academic Standing: This will be blank unless you are on Academic Probation or Academic Suspension.

Advisors: Usually your Professional Advisor will be listed first, then your Faculty Advisor.

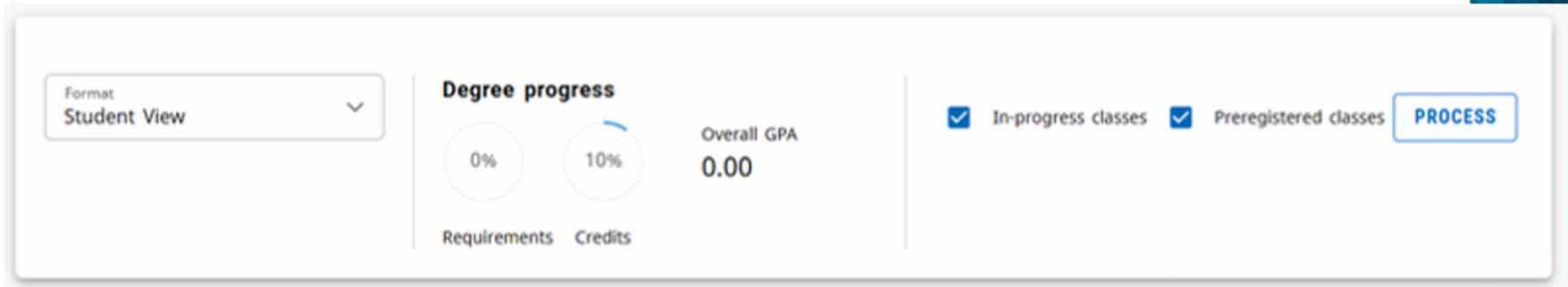
Sport: If you are a student athlete, your sport will be listed here.

Holds: If you have a hold on your account that may prevent you from certain processes, that will be listed here.

Attributes: If you are in any special programs (such as Ho'oko Rising Scholars or Marine Scholars) it will be listed here.

UNDERSTANDING DEGREE WORKS

The next block displays your degree progress and overall GPA.



The interface displays degree progress and GPA information. On the left, there is a dropdown menu labeled 'Format' with 'Student View' selected. In the center, under the heading 'Degree progress', there are two circular progress indicators: 'Requirements' at 0% and 'Credits' at 10%. To the right of these is the 'Overall GPA' of 0.00. On the far right, there are two checkboxes, both checked: 'In-progress classes' and 'Preregistered classes'. A blue button labeled 'PROCESS' is located to the right of these checkboxes.

Degree Progress: The two charts show your progression in completing your specific program requirements and completing the 120 credits required to graduate. Both charts must be 100% to be eligible for degree conferral.

NOTE: By default, your degree progress will include classes you have in-progress. This will update after a given semester is completed and you will be given credits based on the grade earned.

Overall GPA: A calculation of your cumulative GPA from completed semesters.

In-progress Classes/Preregistered Classes: These boxes can be checked on or off to toggle currently registered but incomplete classes and future classes you add to your list for future terms.

UNDERSTANDING DEGREE WORKS

The next section lists the requirements to complete a Bachelor Degree at HPU; in this case, a Bachelor of Science degree.

Students must complete all listed requirements and have a minimum of 120 credits total completed, with 36 credits of upper-division coursework. Students also must have a minimum 2.00 GPA to graduate (unless your major requires a higher GPA).

HPU Residency Policy: Students must complete a minimum of 30 credits at HPU. Of the last 30 credits completed, 24 credits must be taken at HPU. In other words, only 6 credits in a student's last year can be transfer credits or credits earned by examination.

Degree in Bachelor of Science

INCOMPLETE

Credits required: 120 Credits applied: 12 Catalog year: 2023-2024 GPA: 0.00

You have 0 total transfer credits.

<input type="radio"/>	120 credits are required for the Degree.	Still needed:	120 credits are required. You currently have 12 credits (including in-progress credits), you still need 108 more credits.
<input type="radio"/>	Minimum 30 Semester credits taken at Hawai'i Pacific University.	Still needed:	Minimum credits taken at Hawai'i Pacific University: You have 12 but still need a minimum of 18 credits.
<input type="radio"/>	Last 24 of 30 credits must be taken at Hawai'i Pacific University	Still needed:	Last credits at Hawai'i Pacific University. You have 12 but still need a minimum of 12 credits.
<input type="radio"/>	36 Credits in Upper-Division coursework.	Still needed:	You have taken 0 but still need 36 credits in upper division courses.
<input type="radio"/>	Overall GPA	Still needed:	When your first term is graded, your overall GPA will be calculated. If your Overall GPA falls below 2.00 it is important to see an advisor to make plans for raising your GPA.
<input type="radio"/>	First Year Program Requirements	Still needed:	See First Year Program section
<input type="radio"/>	General Education Requirements	Still needed:	See General Education Requirements section
<input type="radio"/>	Major Requirements	Still needed:	See Major in Marine Biology section
<input type="radio"/>	Graduation Requirements		
<input type="radio"/>	Electronic Petition to Graduate (ePTG) has not been submitted	Still needed:	Please click here to view more information on ePTGs
<input type="radio"/>	Grad Audit has not been processed	Still needed:	Will be marked as completed when Grad Audit has been processed

UNDERSTANDING DEGREE WORKS

The next two sections lists the First Year Program and General Education Requirements.

First Year Program INCOMPLETE

Catalog year: 2023-2024

1

☐ First Year Seminar

Still needed: 1 Credit in UNIV 1000

UNIV 1000 can be waived for: Transfer Students who have completed more than 24 credits at another institution post high-school graduation, transfer students who have fewer than 24 completed credits but who have successfully passed a course like UNIV 1000 at their prior institution, students who are completing 100% online degree programs, students in the Military, and students who have completed a dual-credit Associates Degree program while in high school. Please consult with your advisor for more information.

1. First Year Program: New Freshmen students are required to complete UNIV 1000 First Year Seminar in their first semester. A waiver can be requested if you meet the criteria described. Contact your advisor if you think you may be eligible for this waiver.

2. General Education Requirements: Students must complete one course per category. An exception to this is if a requirement has been waived due to a previous degree, for example. Another exception to this is for Residential Honors Students, who take Honors Seminar courses.

HELPFUL TIP: Some majors have requirements that can also apply to general education requirements. It can be an advantage to overlap requirements this way, so consider consulting with your advisor.

General Education Requirements

INCOMPLETE**2**

Catalog year: 2023-2024

FIRST YEAR CORE CURRICULUM AREAS

<input type="radio"/> Hawaii and the Pacific	Still needed:	3 Credits in AL 1050 or ANTH 1500 or ARTH 1001 or BIOL 2170 or ENG 1101 or HAWN 1100 or HIST 1558 or PHIL 1001
<input type="radio"/> Quantitative Analysis and Symbolic Reasoning	Still needed:	3 Credits in CSCI 1534 or MATH 1123 or 1130 or 1150 or 2214 or MC 2100 or PHIL 2090 or PSY 1100
<input type="radio"/> Written Communication and Information Literacy I	Still needed:	3 Credits in WRI 1100 or 1150
<input type="radio"/> Written Communication and Information Literacy II	Still needed:	3 Credits in WRI 1200 or 1250

CORE CURRICULUM AREAS

<input type="radio"/> The American Experience	Still needed:	3 Credits in AMST 2000 or HIST 1401 or 1402 or HUM 1270 or PADM 1000 or PHIL 2500 or PSCI 1400 or SOC 1000
<input type="radio"/> Creative Arts	Still needed:	3 Credits in ARTH 2301 or ARTS 1000 or 2150 or ENG 2000 or MUS 1000 or 2101 or THEA 2320 or WRI 2601
<input type="radio"/> Critical Thinking and Expression	Still needed:	3 Credits in COM 1000 or 2000 or ECON 2010 or ENG 2100 or GEOG 2000 or HIST 1717 or PSY 1000
<input type="radio"/> Global Crossroads and Diversity	Still needed:	3 Credits in AL 2000 or ANTH 2000 or GEOG 1500 or HIST 1002 or INTR 1000 or MULT 2000 or PH 2060 or REL 1000
<input type="radio"/> The Natural World	Still needed:	3 Credits in BIOL 1000 or 1300 or 2050 or CHEM 1000 or 2050 or GEOG 1000 or GEOL 1000 or MARS 1000 or PHYS 1020
<input type="radio"/> The Sustainable World	Still needed:	3 Credits in AQUA 1200 or ARTS 1023 or BIOL 1500 or ENVS 1000 or 1030 or INTR 1100 or MARS 1500 or SWRK 1010
<input type="radio"/> Technology and Innovation	Still needed:	3 Credits in CSCI 1041 or 1061 or 1611 or ENGR 1000 or MIS 2000 or MULT 1050 or 1100
<input type="radio"/> Traditions and Movements that Shape the World	Still needed:	3 Credits in AL 1100 or CLST 1000 or ECON 2015 or ENG 2500 or HIST 1001 or PH 1200 or PSCI 2000 or SOC 2600

UPPER-DIVISION GENERAL EDUCATION CURRICULUM AREAS

<input type="radio"/> Upper-Division Writing	Still needed:	3 Credits in AL 4960 or BIOL 3020 or CHEM 4095 or 4910 or CJ 4900 or COM 3420 or 3500 or CSCI 3211 or ED 3200 or ENGR 3501 or ENVS 4100 or 4400 or HIST 3910 or HRD 3400 or HUM 3900 or MARS 4100 or 4800 or 4910 or 4930 or MATH 3000 or MULT 4590 or NUR 3710 or PADM 4000 or PH 4920 or SWRK 4960 or WRI 3420
<input type="radio"/> Upper-Division Values	Still needed:	3 Credits in AL 3500 or ARTS 3000 or ED 4511 or NUR 4781 or PSY 4950 or WRI 3510 or BIOL 3080 or 3170 or CHEM 3040 or CSCI 3911 or CJ 3000 or ENGR 3500 or ENVS 3030 or INTR 3350 or LAW 3720 or MARS 3100 or MATH 3470 or MGMT 3061 or MULT 3780 or PH 3015 or PHIL 3651 or PSY 4900 or 4925 or SWRK 4910

UNDERSTANDING DEGREE WORKS

This section lists your Major Requirements. If you have a concentration, there will be an additional block below this section.

Major in Marine Biology

INCOMPLETE

Credits required: 74 Credits applied: 0 Catalog year: 2023-2024 GPA: 0.00

<input type="radio"/> Major Credits Required.	Still needed:	74 to 77 credits are required. You currently have 0, you still need 74 more credits.
<input type="radio"/> Minimum credits taken at Hawai'i Pacific University.	Still needed:	Minimum credits taken at Hawai'i Pacific University: You have 0 but still need a minimum of 12 credits.
<input type="radio"/> A minimum 2.0 GPA in the Major is required.	Still needed:	Your GPA is 0.00; a GPA of 2.0 is required.
<input type="radio"/> LOWER-DIVISION MAJOR REQUIREMENTS (35 CREDITS)		
<input type="radio"/> General Biology I	Still needed:	1 Class in BIOL 2050
<input type="radio"/> General Biology I Laboratory	Still needed:	1 Class in BIOL 2051
<input type="radio"/> General Biology II	Still needed:	1 Class in BIOL 2052
<input type="radio"/> General Biology II Laboratory	Still needed:	1 Class in BIOL 2053
<input type="radio"/> General Chemistry I	Still needed:	1 Class in CHEM 2050
<input type="radio"/> General Chemistry I Laboratory	Still needed:	1 Class in CHEM 2051
<input type="radio"/> General Chemistry II	Still needed:	1 Class in CHEM 2052
<input type="radio"/> General Chemistry II Laboratory	Still needed:	1 Class in CHEM 2053
<input type="radio"/> Oceanographic Field Techniques	Still needed:	1 Class in MARS 1020
<input type="radio"/> Calculus I	Still needed:	1 Class in MATH 2214
<input type="radio"/> Calculus II	Still needed:	1 Class in MATH 2215

Note that this may not be necessarily the order you take these classes.

If you're unsure of what classes to take each semester, consult with your advisor or the Sample Degree Plan for your program found here:

<https://hpu.edu/registrar/academic-catalog/degree-plans.html>

UNDERSTANDING DEGREE WORKS

This last section lists your Unrestricted Electives. If you have a minor, there will be a block above this one.

Unrestricted Electives

Credits applied: 85 Classes applied: 27

Course	Title	Grade	Credits	Term	Repeated
ARTH 2000	The Art of Asia	A	3	Spring 2015	
ARTH 3351	Art of India and SE Asia	A	3	Spring 2016	
ARTH 3711	Superheroes in Manga & Anima	A	3	Spring 2016	
COM 3400	Communicating Professionally	A	3	Fall 2014	
CSCI 1011	Intro to Computer Info Systems	A	3	Spring 2013	
ECON 1010	Intro Global Economic Issues	B	3	Spring 2014	

Unrestricted Electives are courses that do not apply to your general education, major, or any other requirements. **However, they can count toward the 120 credits needed to graduate.**

Students can opt to declare a minor, which will take from this “pool” of unrestricted electives. Or students can also pick and choose their unrestricted electives freely.

Every major has a different number of unrestricted electives available. Check with your advisor to confirm this number and to see how declaring a minor could affect your timeline to graduate.

OTHER TOOLS IN DEGREE WORKS

The What-If Analysis tool lets students see how their degree requirements will change and how their current coursework would apply if they changed their major.

1. Select the desired program (for example Bachelor of Arts). The level and degree will fill in automatically.
2. Select the desired major.
3. Select the desired concentration (if applicable).
4. Choose a minor if you would like to see its requirements.
5. This option is used to see how a class you would like to take would apply to your current major or new major.
6. After you have all your desired selections, click on Process to run the What-If Analysis.

The screenshot shows the 'What-If Analysis' tool interface. At the top, the 'What-If' tab is selected and circled in red. Below the title, there are three checkboxes: 'Use current curriculum' (unchecked), 'In-progress classes' (checked), and 'Preregistered classes' (checked). The 'Program' section contains three dropdown menus: 'Catalog year *' (set to 2023-2024), 'Program *' (circled with a blue '1'), and 'Level *'. Below these is a 'Degree *' dropdown. The 'Areas of study' section contains three dropdown menus: 'Major *' (circled with a blue '2'), 'Concentration' (circled with a blue '3'), and 'Minor' (circled with a blue '4'). Below these is an 'Additional areas of study' dropdown. The 'Future classes' section contains a 'Subject' dropdown (circled with a blue '5'), a 'Number' input field, and an 'ADD' button. At the bottom right, there are 'RESET' and 'PROCESS' buttons, with the 'PROCESS' button circled with a blue '6'.

OTHER TOOLS IN DEGREE WORKS

PLANS

Worksheets

Data refreshed 06/08/2025 11:00 AM ↻

Student ID @00000002 X Name Mano Shetty Degree Bachelor of Science

Advanced search

Level	Undergraduate	Classification	Freshman	Major	Marine Biology	College	College of Natural/Computational Sciences	Academic Standing	Academic Probation
	Hawaii	Advisor	College of Natural and Computational Sciences Undergraduate Advising	Sport	Cheerleader (202580)	Hold	Account Balance		
			ko Rising Scholars Program						

1

2

3



1. **Print:** Allows you to select a document size and download a PDF version of your Degree Works.
2. **Contacts:** Lists your student email and the emails of your advisors.
3. **GPA Calculator, Class History, and Notes options:** Tools will be explained in further detail in the next slides.

OTHER TOOLS IN DEGREE WORKS

The GPA Calculator provides three types of calculators for students to use.

Data refreshed 06/08/2025 4:05 AM

Student ID
@00000002

Name
Mano, Sharky

Degree
Bachelor of Science

[Advanced search](#)

GPA Calculator

Class History

Notes

1. **Graduation Calculator:** Used to estimate the average GPA a student needs to maintain in their remaining terms to graduate with a desired GPA. Your current GPA, number of credits remaining, and number of credits required will be listed.
2. **Term Calculator:** Shows your estimated cumulative GPA after you fill in your expected grades for in-progress classes. Your current GPA and number of credits earned will be listed. Your in-progress courses will also be listed. Select the expected grade for each class, then click calculate.
3. **Advice Calculator:** Shows how many credits and what grades you must earn to achieve a desired GPA. Your current GPA and number of credits earned will be listed.

GPA Calculator

1

2

3

Graduation Calculator

Term Calculator

Advice Calculator

Enter your desired GPA at graduation to calculate the average GPA you need to maintain in your remaining terms to achieve that goal.

Current GPA *
0.00

Credits remaining *
108

Credits required *
120

Desired GPA *

CALCULATE

OTHER TOOLS IN DEGREE WORKS

Class History will show a chronological list of courses you have taken.

Data refreshed 06/08/2025 4:05 AM

Student ID
@00000002

Name
Mano, Sharky

Degree
Bachelor of Science

[Advanced search](#)

GPA Calculator

Class History

Notes

Class History

Fall 2012


Course	Title	Grade	Credits
JPE 1100	Beginning Japanese I	A-	4
MATH 1115	Survey of Math	A	3
PSY 1000	Introduction to Psychology	A	3
WRI 1150	Literature and Argument	A	3


Spring 2013

Course	Title	Grade	Credits
ARTS 1000	Introduction to Visual Arts	A	3
CSCI 1011	Intro to Computer Info Systems	A	3
JPE 1200	Beginning Japanese II (HYBRID)	A-	4
MULT 1050	Point, Shoot, Edit	A-	3
WRI 1200	Rsch, Argmt, and Writing	A-	3

OTHER TOOLS IN DEGREE WORKS




Notes will show a list of notes created by an advisor.

Data refreshed 06/08/2025 4:05 AM 

Student ID
@00000002 

Name
Mano, Sharky

Degree
Bachelor of Science

GPA Calculator

Class History

Notes

Advanced search

Notes

Status	Description	Created on	Created by
	Student plans to apply for graduation in Fall 2025	07/21/2025	Sumulong, Sigmund C
	Will register for ACCT 2000 in the next term	03/19/2025	Sumulong, Sigmund C

More questions? Contact us!

Academic Advising Center

Waterfront Plaza, Tower 4, Suite 575 (WP4-575)
500 Ala Moana Blvd.
Honolulu, HI 96813

Email: advising@hpu.edu

Phone: (808) 544-1198

Hours of Operation:

Monday to Friday, 8:00AM-5:00PM (Hawaii Standard Time)

Saturday, Sunday and all University Holidays, CLOSED

Who is my advisor? - <https://www.hpu.edu/academic-advising/meet-your-academic-advisor/index.html>

Schedule an Appointment - <https://www.hpu.edu/academic-advising/schedule-an-advising-appointment.html>

Sample Degree Plans - <https://hpu.edu/registrar/academic-catalog/degree-plans.html>

HELPFUL TIP: If emailing, use your @my.hpu.edu email account and provide your Student ID.

[Click here to return to first slide](#)

HAWAI'I PACIFIC UNIVERSITY