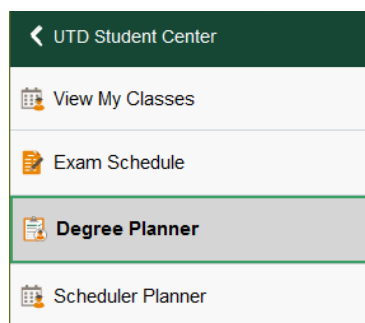


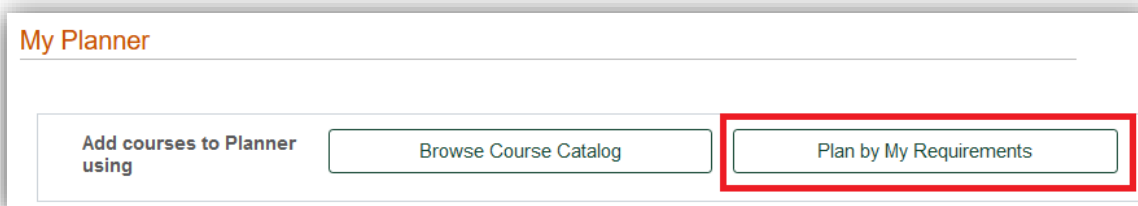
Degree Planner (Plan by My Requirements)

Step 1: Add classes to your Degree Planner

From your student center go to Manage My Classes > Degree Planner >.

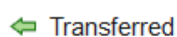


You can either add classes using Browse Course Catalog or Plan by My Requirements.



If you select the Plan by My Requirements and the 4-year degree plan for your degree is available it will be displayed, if not, you will need to use the instructions for Degree Planner (Browse Course Catalog).

The status for each course will be blank or have one of the following:



The courses with a blank status are ones that still need to be taken and added to the Degree Planner. Click on the course title.

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
CS3341	PROBABILITY & STATS IN CS/SE	3.00	Once Each Long Semester		★
CS3345	DATA STRUCTURES & ALGORM ANALYS	3.00	Once Each Long Semester		
CS3377	SYSMS PROG UNIX & OTHER ENVIR	3.00	Once Each Long Semester		
MATH2418	LINEAR ALGEBRA	4.00	Once Each Long Semester		

This will bring up the course details. Click on the Add to Planner.

[My Planner](#) | [Shopping Cart](#) | [Course History](#)

My Planner

Course Detail

[Return to Plan by My Requirements](#)

CS 3345 - Data Structures and Introduction to Algorithmic Analysis

Course Detail

Career

Undergraduate

Units

3.00

Grading Basis

Undergrad Graded

Course Components

Lecture

Required

View Class Sections


Add to Planner

Then click on 'Return to My Academic Requirements'.

[My Planner](#) | [Shopping Cart](#) | [Course History](#)

My Planner

Course Detail

 CS 3345 has been added to your Planner.

[Return to Plan by My Requirements](#)

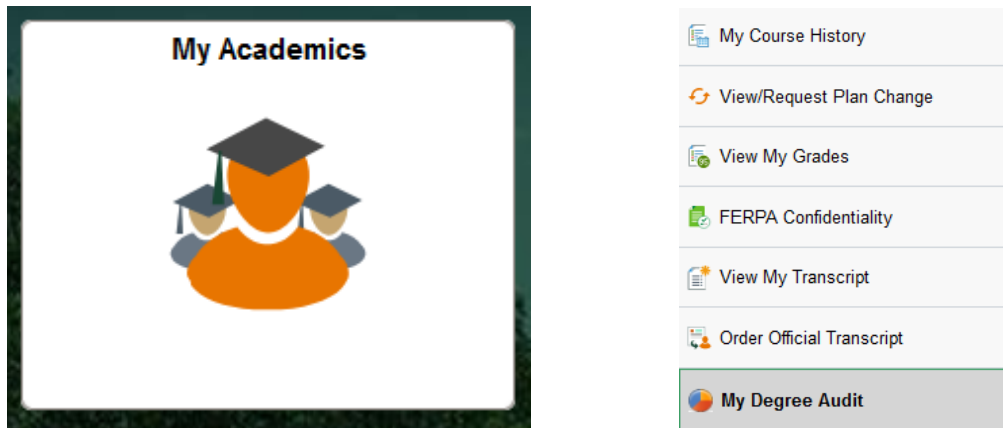
You will see a blue star in the status column indicating that it has been added to your planner.

Course	Description	Units	When	Grade	Status
CS3341	PROBABILITY & STATS IN CS/SE	3.00	Once Each Long Semester		★
CS3345	DATA STRUCTURES & ALGORM ANALYS	3.00	Once Each Long Semester		★
CS3377	SYSMS PROG UNIX & OTHER ENVIR	3.00	Once Each Long Semester		
MATH2418	LINEAR ALGEBRA	4.00	Once Each Long Semester		

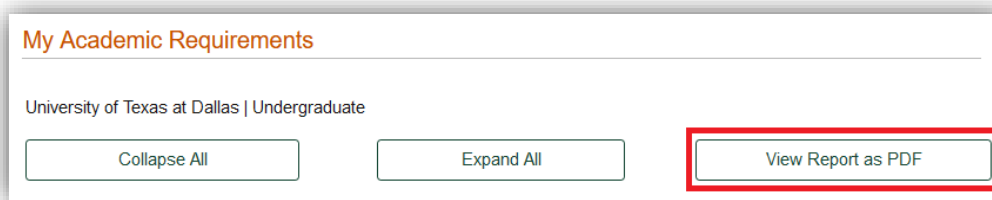
Continue this process until you have added all the courses you still need to take to your planner.

Step 2: Verify your major and catalog year

From your student center, go to the My Academic Tile > My Degree Audit >



Next click on View Report as PDF.

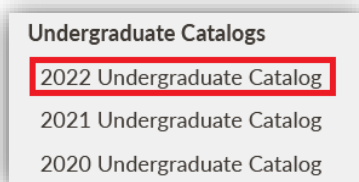


In the top portion of the report find your major and requirement term. In this example, it is Computer Science and Fall 2022. This means you will want to look at the 4-year degree plan in the 2022 catalog. If your requirement term is Spring or Summer you will look at the catalog for the prior Fall semester.

<u>Program</u>	<u>Requirement Term</u>
Undergraduate Career	2022 Fall
Undergraduate Program	2022 Fall
Computer Science Major	2022 Fall

Step 3: Pull up your 4-year plan in the catalog

Open a new browser window and go to <https://catalog.utdallas.edu/>. In the menu, select the undergraduate catalog for your requirement term.



In the menu on the right under Undergraduate Programs, navigate to your major. Then scroll down and select 'View an Example of Degree Requirements by Semester'.

Bachelor of Science in Computer Science

Degree Requirements (124 semester credit hours)¹

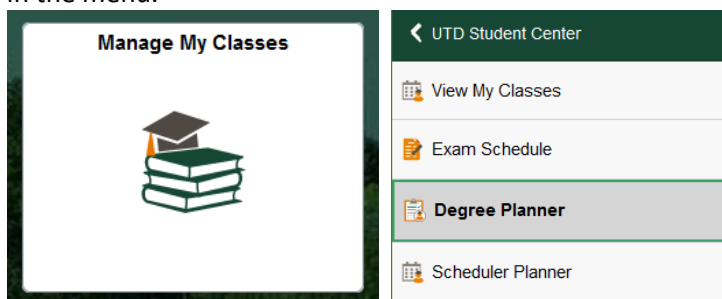
[View an Example of Degree Requirements by Semester](#)

This will give you the suggested semester or recommended order for you to take courses.

Note: The core courses on the 4-year plan include a link that will take you to the listing of courses that fulfill that core area. You may need to add these to your Degree Planner.

Step 4: Move courses to the semester you plan to take them

Go back to your student center and click on the Manage My Classes tile and then on My Degree Planner in the menu.



All the courses you added should appear under the Unassigned Courses heading. You can use the 4-year plan example from the catalog as a guide to move the courses to the semester you want to take them. Check the box under select for the course or courses and then select the term you want to move the courses to and click Move.

Unassigned Courses

Unassigned Courses

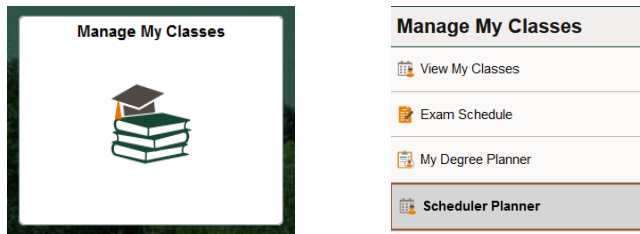
Select	Course	Description	Prereq	Units	Typically Offered	Req	Delete
<input checked="" type="checkbox"/>	CS 3341	PROBABILITY & STATS IN CS/SE	yes	3.00	Once Each Long Semester	i	
<input type="checkbox"/>	CS 3345	DATA STRUCTURES & ALGORM ANLYS	yes	3.00	Once Each Long Semester	i	
<input type="checkbox"/>	GOVT 2305	AMERICAN NATIONAL GOVERNMENT	yes	3.00	Student Interest/Instr Availab	i	

Move selected courses to Term 2024 Spring Move

After you have your plan set up you may want to review it with your academic advisor.

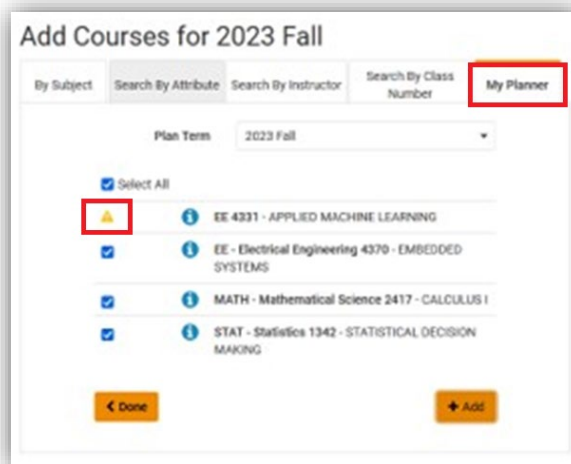
Step 5: Register for classes using My Degree Planner

From your student center go to Manage My Classes > Schedule Planner >



You can add the planned courses for that term with one click, or you can also add the courses through the My Planner tab in the Add Courses section:

Note: The examples below include a warning message that some of the planned courses are not offered for the term.



You can then generate schedules and validate your selected schedule prior to your registration appointment time to verify if the registration should go through without issues or if there is anything you may need your advisor's assistance with.