OFFICE OF THE UNIVERSITY REGISTRAR

VISTAA - Virginia Student Academic Audit - Sample

The following is a sample VISTAA report for undergraduate degree programs at the University of Virginia. Each major/minor/concentration has a different set of requirements. The purpose of this sample is to describe and define the different elements that make up a VISTAA report. Click on the underlined area for more information.

DEGREE AUDIT

PREPARED: 10/09/03 - 10:03

XXXXXXXXX LAST NAME, FIRST NAME
FIRST MAJOR /SECOND MAJOR/MINOR/CONCENTRATION

UNIVERSITY OF VIRGINIA
INITIAL TERM: 023

SCHOOL OF ENROLLMENT
INITIAL TERM: 023

ADDRESS:
LOCAL ADDRESS
CHARLOTTESVILLE VA 22903
TELEPHONE NUMBER: (434) 999-9999
EMAIL: XXX3X@VIRGINIA.EDU

-VISTAA COMPLETION STATUS IS VERIFIED BY YOUR SCHOOL/ADVISOR-

DISCLAIMER

VISTAA IS FOR ADVISING PURPOSES ONLY. STUDENTS ARE RESPONSIBLE FOR VERIFYING THE ACCURACY OF THEIR RECORDS AND TRACKING THEIR PROGRESS TOWARD MEETING DEGREE REQUIREMENTS. CHECK VISTAA!

SCHOOL OF ENROLLMENT COMPETENCY/AREA/GENED REQUIREMENTS

OK

COMPETENCY/AREA/GENED REQUIREMENT

+ 1) ENGLISH LITERATURE COURSE
031 ENLT201M 3.00 A INTRO TO THE ENGLISH MAJOR

OK GENERAL EDUCATION REQUIREMENT - SOCIAL SCIENCES
--ONE COURSE (AT LEAST 3 CREDITS) FROM TWO DEPARTMENTS
EARNED: 6.00 CREDITS

+ 8) PSYCHOLOGY
TRN PSYC101 3.00 PT (HNRS 130)

+ 9) SOCIOLOGY
TRN SOC 000T 3.00 PT (HNRS 121)

IP

REQUIREMENT - NATURAL SCIENCE AND MATHEMATICS
EARNED: 10.00 CREDITS
IP: 2.00 CREDITS

* 4) ENVIRONMENTAL SCIENCES
023 EVSC201 3.00 B MATERIALS THAT SHAPE CIVILIZT

* 5) MATHEMATICS/STATISTICS
TRN MATH300 4.00 PT (MATH 300)

* 6) PHYSICS
031 PHYS106 3.00 B HOW THINGS WORK II
033 PHYS105 2.00 >S HOW THINGS WORK I

ELECTIVE COURSES
ELEC REQ REV: 05.19.2003
ELECTIVES
EARNED: 22.00 CREDITS
IP: 4.00 CREDITS

1) ELECTIVES COURSES
TRN SPAN300 3.00 PT (SPAN 300)
TRN SPAN301 3.00 PT (SPAN 301)
023 ENWR220 3.00 A WRITING: POLITICAL RESISTANCE
023 RELG265 3.00 A THEOLOGY ETHICS & MEDICINE
023 SPAN330 3.00 A LITERARY ANALYSIS
031 PSYC250 4.00 A INTRO TO CHILD PSYCHOLOGY
031 SPAN487 3.00 A NOVEL OF THE BOOM LA
033 PHYS105 1.00 >S HOW THINGS WORK I
033 SPAN486 3.00 IP LATIN AMER SHORT STORY

MAJOR - DECLARED FIRST DEGREE
MJR REQ REV: 05.28.2003
NO MAJOR EXAMPLE
EARNED: 3.00 CREDITS 4.000 GPA
IP: 9.00 CREDITS

+ 1) PREREQUISITE: INTRODUCTION
--CREDITS DO NOT COUNT TOWARD THE 30 REQUIRED FOR MAJOR
031 ENLT201M 3.00 A INTRO TO THE ENGLISH MAJOR

- 2) HISTORY OF LITERATURES IN ENGLISH
031 ENGL382 3.00 A LIT IN ENGLISH II
033 ENGL381 3.00 IP HISTORY OF LIT IN ENGLISH I
NEEDS: 1 COURSE
COURSE LIST: ENGL 383

- 3) LITERATURE: PRE-1800
ONLY ONE OF THESE COURSES MAY BE A SHAKESPEARE COURSE
033 ENRN321 3.00 IP SHAKESPEARE I
NEEDS: 1 COURSE
COURSE LIST: ENRN **** ENRN **** ENEC ****

MINOR - EXAMPLE
MNR REQ REV: 07.29.2003
NO MINOR EXAMPLE
EARNED: 12.00 CREDITS 4.000 GPA
IP: 3.00 CREDITS

- 1) SPAN 311 (GRAMMAR REVIEW) IS RECOMMENDED
TRN SPAN300 3.00 PT (SPAN 300)
TRN SPAN301 3.00 PT (SPAN 301)
023 SPAN330 3.00 A LITERARY ANALYSIS
031 SPAN487 3.00 A NOVEL OF THE BOOM LA
033 SPAN486 3.00 IP LATIN AMER SHORT STORY
NEEDS: 3.00 CREDITS
COURSE LIST: SPAN 203 TO 999

BACCALAUREATE DEGREE CREDIT REQUIREMENTS
CREDIT REQ REV: 05.30.2003

DEGREE CREDITS

EARNED: 86.00 CREDITS
IP: 16.00 CREDITS
NEEDS: 18.00 CREDITS (FOR A 120 CREDIT DEGREE)
1) UVA COURSES - MINIMUM: 60 CREDITS
   68.00 CREDITS ADDED
   IP 16.00 CREDITS
2) NON-UVA COURSES - MAXIMUM: ** (SCHOOL SPECIFIC)
   18.00 CREDITS ADDED

CONTINUING EDUCATION COURSES NOT APPROVED FOR DEGREE
1) COURSE(S)
   032 ENLT201M 3.00 A LITERATURE

CREDIT/SATISFACTORY GRADING OPTION
1) SEE UNDERGRADUATE RECORD FOR LIMITS
   033 BIOL121 3.00 CR HUMAN BIOLOGY & DISEASE

REPEATED/DUPLICATE COURSE(S)
--INCLUDING CURRENTLY ENROLLED DEPENDENT COURSES
   WITH THE SAME MNEMONIC/NUMBER AS THE PRIMARY COURSE
1) REPEATED COURSES/COURSE MNEMONICS
   TRN CHEM141 3.00 PT RP (CHEM 001)
   023 CHEM141 3.00 B+ >D INTRODUCTORY COLLEGE CHEMISTR
   043 RELB245 0.00 RP ZEN DISCUSSION
2) DUPLICATE COURSES - CREDITS DO NOT COUNT
   023 CHEM141 3.00 B+ >D INTRODUCTORY COLLEGE CHEMISTR

CREDITS WILL NOT COUNT TOWARD YOUR DEGREE
1) VALID GRADES WILL BE INCLUDED IN YOUR CUMULATIVE GPA
   031 ARTS263 0.00 W LIFE DRAWING 1

LEGEND
YY3=FALL TERM AP=ADV PLACE -R=SUBREQ REQUIRED
YY1=SPRING TERM AS/ADV=ADV STAND *=SUBREQ OPTIONAL/IP/+  
YY2=SUMMER SESSION W=WITHDRAWN NO/--REQ/SUBREQ INC
>C=CROSS-LISTED PT/TRN=TRANS PRIOR OK/+REQ/SUBREQ COMP
>D=DUPLICATE TR/TRN=TRANSFER AFTER IP=IN PROGRESS
>R=REPEATABLE (R)=REQUIRED COURSE RP=REPEATED/DEPENDENT
>S=SPLIT AU=AUDITED COURSE WA=WAIVED

ADVISOR(S): TRANSFER SCHOOLS:
9999/LAST, FIRST MIAMI UNIVERSITY
   OXFORD, OH

FOR UNDERGRADUATE DEGREES, A MINIMUM OF 60 CREDITS
MUST BE EARNED AT UVA.

CREDITS EARNED GPA
UVA 68.0 4.000
NON-UVA 18.0

http://www.virginia.edu/registrar/vistaasamples.htm
TOTAL       86.0

******************************************************************************
END OF ANALYSIS  ******************************************************************************
NOTATIONS
Descriptive notations based on the student's record. For example:

- Full Time/Part Time
- Academic Level
- Semesters in Residence
- Echols/Rodman Scholar
  Special Scholar (ROTC)
- Athlete (Sport)
- College Association
- Transfer (if student transferred from another institution)

□ Back to audit

TELEPHONE NUMBER
The student's local telephone number as listed in ISIS. If this information is incorrect, the student may login to ISIS Online to update his/her telephone number.
□ Back to audit

EMAIL
The student's University email address as listed in the U.Va. People/Web Search.
□ Back to audit

DISCLAIMER
VISTAA - Virginia Student Academic Audit is for advising purposes only. It is not an official document. Students are responsible for verifying the accuracy of their records and tracking their progress toward meeting degree requirements.
□ Back to audit

COMPETENCY/AREA GENERAL EDUCATION REQUIREMENTS
Area/competency/general education requirements must be met according to the requirements for the student's school of enrollment.
□ Back to audit

REQ REV: 04.30.2003
The date of the last revision of the requirements for this area. The programming that creates the VISTAA report is updated as requested by the Dean's Office and the Department Directors only.
□ Back to audit

OK
Completion status of the requirement. The status may be one of the following:

- OK - is complete
- IP - will be complete if in-progress courses are successfully completed
- NO - is not complete

□ Back to audit

COMPETENCY/AREA/GEN ED REQUIREMENT
The requirement header. Each requirement for the degree has a descriptive title and optional text giving more specific detail about the requirement.
□ Back to audit

* The completion status of the sub-requirement. The status may be either of the following:

- + is complete
- - is not complete
1) ENGLISH LITERATURE COURSE
The sub-requirement header. Each requirement for the degree is made up of one or more sub-requirements. Each sub-requirement has a descriptive title and optional text giving more specific detail about the sub-requirement.

**Back to audit**

**EARNED: 6.00 CREDITS**
The number of credits earned toward the requirement.

**Back to audit**

**TRN**
Designation for a course transferred from another institution. Other types of non-UVa credit are:

- ADP - Advanced Placement
- ADV - Advanced Standing
- CBE - Credit By Exam

**Back to audit**

**PSYC101**
The mnemonic and number of the UVa course for which the student received transfer credit.

**Back to audit**

**3.00**
The number of credits the student earned through transfer of the course.

**Back to audit**

**PT**
The grade assigned to a course transferred from another institution prior to admission to the University. Other non-UVa credit grade designations are:

- TR - transferred from another institution after being admitted to the University
- AS - credit received for courses accepted as advanced standing credit based on examinations taken through Educational Testing Service
- AP - advanced placement (course exemption without credits)
- CE - credit by exam

**Back to audit**

**(HNRS 130)**
Course designation used by the school from which the credits were accepted in transfer.

**Back to audit**

**IP**
Completion status of the requirement. The status may be one of the following:

- IP - requirement will be complete if in-progress courses are successfully completed
- NO - requirement is not complete
- OK - requirement is complete

**Back to audit**

**>S**
The designation for a course whose credits have been split between two requirements/sub-requirements. The split credits will appear under the categories they will satisfy. In this example, the 2 credits for PHYS 105 count toward the natural science/mathematics requirement (2 credits) and the College electives (1 credit). Other course designations are found in the Legend and include:
MAJOR - DECLARED FIRST DEGREE
The header for the students declared major. All requirements for the major are listed as described in the Undergraduate Record.

NO
The completion status of the requirement. The status may be one of the following:

- NO - requirement is not complete
- OK - requirement is complete
- IP - requirement will be complete if in-progress courses are successfully completed

NEEDS: 1 COURSE
Coursework that the student must complete in order to satisfy the sub-requirement. In this example, the student must complete 2 credits. The sub-requirement will not be satisfied until the student completes one more course as listed on the next line: COURSE LIST.

COURSE LIST:
Courses that will satisfy this sub-requirement. In this example, ENGL 383 is required. The COURSE LIST will not print on the audit once the sub-requirement has been satisfied.

033
The term in which the student is/was enrolled in the course listed. The format for TERM is YYT where YY is the year and T is the term: 1 for spring, 2 for summer, 3 for fall. In this example the term is 033, where 03 = year of 2003 and 3 = fall semester.

IP
The grade assigned to a course that is in progress. After grades are processed, you will see the grade earned by the student. Valid grades are defined by the student’s school of enrollment.

BACCALAUREATE DEGREE CREDIT REQUIREMENTS
Credit requirements set by the University of Virginia and the student's school of enrollment for undergraduate
students graduating from the University.

- A MINIMUM OF 60 CREDITS MUST BE EARNED AT UVA.

DEGREE CREDITS
Credits earned validates that the student has completed the number of credits required by his/her school of enrollment.

CONTINUING EDUCATION CREDITS NOT APPROVED FOR DEGREE
Courses completed through the School of Continuing and Professional Studies (Continuing Education) must be approved by the student’s school of enrollment before they will count toward the degree. Contact your school of enrollment for more information.

CREDIT/SATISFACTORY GRADING OPTION
Courses completed/enrolled with a grading option of credit/no credit or satisfactory/unsatisfactory are listed here. See the Undergraduate Record for limits toward degree.

REPEATED/DUPLICATE COURSES
Courses listed here have been repeated. Check with your school of enrollment for allowable repeats. Courses not approved as repeatable will not count toward your degree.

CREDITS WILL NOT COUNT TOWARD YOUR DEGREE
Course with unsatisfactory grades. Letter grades will be calculated in the student’s cumulative GPA.

LEGEND
The codes and abbreviations used on the VISTAA report.

YY3=FALL TERM: YY = last two digits of the year, 3 = fall
YY1=SPRING TERM: YY = last two digits of the year, 1 = spring
YY2=SUMMER: YY = last two digits of the year, 2 = summer
>C=CROSS-LISTED: equivalent cross-listed courses
>D=DUPPLICATE: duplicate course not approved to be repeated, credits reduced to 0
>R=REPEATABLE: course approved as repeatable
>S=SPLIT: course credits split between two requirements
>AP=ADV PLACE: advanced placement credit
>AS/ADV=ADV STAND: advanced standing credit
>W=WITHDRAWN: grade assigned to course from which student withdrew
>PT/TRN=TRANS PRIOR: course completed prior to enrollment at the University
>TR/TRN=TRANSFER AFTER: course completed after matriculation to the University
>(R)=REQUIRED COURSE: required course must be complete to satisfy degree requirements
>AU=AUDITED COURSE: audited course
>-R=SUBREQ REQUIRED: required subrequirement
>*=SUBREQ OPTIONAL/IP/+: optional subrequirement in progress (IP) or complete (+)
>NO/=REQ/SUBREQ INC: incomplete requirement (NO) or incomplete subrequirement (-)
>OK/+=REQ/SUBREQ COMP: complete requirement(OK) or complete subrequirement (+)
>IP=IN PROGRESS: in progress requirement, subrequirement or course
>RP=REPEATED/DEPENDENT: first occurrence of a repeated course -or- a dependent course
>WA=WAIVED: course requirement is waived

ADVISOR(S):
The faculty advisor assigned to the student for each declared major/minor. Contact your school of enrollment if your faculty advisor’s name is missing or incorrect.

TRANSFER SCHOOLS:
The name and location of the school(s) from which you have received transfer credit. Contact your school of enrollment if a school is missing or incorrect.
CREDITS EARNED
The number of credits listed includes completed courses only. In progress credits ARE NOT included in these totals.

GPA
This GPA is based on ALL courses completed at the University of Virginia.

END OF ANALYSIS
VISTAA has run successfully if this message prints at the end of your VISTAA report.