



Academics Application (APP) Overview

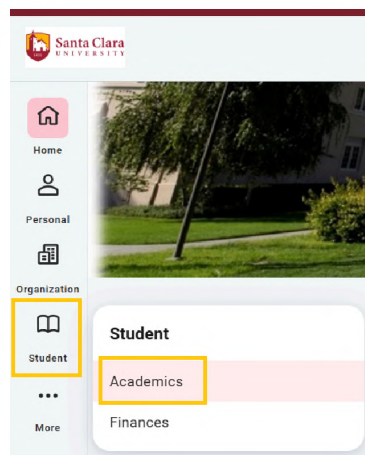
Overview

This quick reference guide will go over what information can be found in the Academics Application (APP) and how to navigate it.

The *Academics App* is a one-stop shop for student tasks, activities, and reports in Workday.

Process

1. From the home screen, click on **Student** on the left sidebar menu and then **Academics**. The **Academics** dashboard provides links and information about your academic record.



2. You will find four sections on the **Academics Dashboard** including those below. Please be aware that tasks, activities, and reports on the **Academics Dashboard** are subject to change.

- *Planning & Registration*: Here you will find tools to assist you in planning and registering for courses.

You can search for courses to register for by using the **SCU Find Course Sections** report.

You can also **View My Registration Appointments** and **View My Saved Schedules** to help plan for the next registration period.

Planning & Registration

SCU Find Course Sections

SCU Student Final Exam Schedule

View My Courses

Find Courses

View My Saved Schedules

Request Course Section Prerequisite Override

View My Registration Appointments

Calculus Readiness Exam



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- *Academic Records:* Here is where you can access both official and unofficial SCU records.

View My Grades, Generate Unofficial Transcript or Request Official Transcript. You can also **Apply for Program Completion** here.

Academic Records

View My Grades

View My Holds

View My Academic Record

Apply for Program Completion

Generate Unofficial Transcript

Request Official Transcript (SBX)

Request Enrollment Verification Certificate

- *Academic Advising:* Here is where you will find all things advising.

Create Schedule from Plan or see where you are in your program with **View My Academic Progress**.

If you are considering changing your program, use **Evaluate Academic Requirements** to see a new program.

View My Support Network to see University Advisors who are assigned to you.

Academic Advising

Request Student Appointment

View My Student Appointments

View My Academic Progress

View My Academic Plan

Create Saved Schedule from Plan

View Evaluated Academic Requirements

Evaluate Academic Requirements

View My Support Network

- *General Help:* **Change My Privacy Settings** here.

General Help

Change My Privacy Settings

NOTE: You may need to click **More** under some sections to access additional activities.