Purpose of the AAR
1. Displays degree requirements, by student, for currently declared major(s) and minor(s)
2. Records degree progress for individual student (including exceptions)
3. Serves as an audit for graduation and degree conferral

Advisor Uses of the AAR
1. Confirm degree progress and remaining requirements with/for students
2. Show students how they can access their AARs to review their own progress

Student Uses of the AAR
1. Access independently through One.IU
2. Confirm degree progress and remaining requirements

Key Features of the AAR
1. Specific to each student
2. Displays requirements appropriate to the student’s degree “requirement term”
3. Includes campus-wide and major-specific degree requirements
   - Courses
   - Credits
   - Use of transfer, AP, special, and test credits to meet degree requirements
   - Other program-specific requirements
4. Is updated when a student changes the declared major
5. Displays requirements as “satisfied” or “not satisfied”
6. By default, opens to display completed degree requirements as closed/collapsed and remaining requirements as open/expanded; user may “expand all” or “collapse all” to view various parts of the AAR
7. Option to run “What-if” AAR reports to view progress in alternate majors

Key Features of the Unofficial Transcript
(often viewed in conjunction with the AAR)
- Posting of transfer, AP, and test credits
- Use of EX policy
- Credits and courses completed at any IU campus, by term
- Term-by-term GPA
- Cumulative IU GPA
- Cumulative Program GPA

Resources for the AAR
SIS Job Aids: SIS  Academic Advising  Advising Resources  Academic Advising Job Aids: https://ittraining.iu.edu/sis/
- Academic Advisement Report Video: https://ittraining.iu.edu/sis/sis_9_0_job_aids/academic_advising/aar/AAR_Tutorial.mov
- Batch Academic Advising Report: https://ittraining.iu.edu/sis/sis_9_0_job_aids/academic_advising/aar/Batch_Academic_Advisement_Reports.pdf
- Printer Friendly Advisement Report: https://ittraining.iu.edu/sis/sis_9_0_job_aids/academic_advising/aar/Printer_Friendly_AAR.pdf
- ETC.

AAR and What-if User Guide (separate document)
Icons (below)
AAR & Unofficial Transcript Worksheet (attached)

CONTACT ________________________ to report AAR errors
Hints & Reminders for the AAR
(Add your own tips; contact OCSS@iu.edu to add your tips to the generic overview document.)

Questions?
Unit Contact: _____________________________ Campus Contact: _____________________________

OCSS@iu.edu
Using the AAR and Unofficial Transcript, look up the following information for each student

<table>
<thead>
<tr>
<th>Student</th>
<th>Declared major(s) / minor(s)</th>
<th>2 degree requirements that are “satisfied”</th>
<th>2 degree requirements that are “in progress”</th>
<th>2 degree requirements that are “not satisfied”</th>
<th>Transfer, AP, or Test credits applied to degree</th>
<th>IU GPA / Program GPA</th>
<th># of completed Credits</th>
<th>Unit-specific Info</th>
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