DEGREE EVALUATION
Advisor Instructions

- Login to myHACC
- Select Faculty Tab
- Select Degree Evaluation
- Select Term – Select the current term or the term the student plans to register
- Enter student’s HACCID or enter the student’s name (case sensitive). You can use the student name option if the student is your assigned advisee. All others, you must have their HACCID. Click Submit.
- Choose either View Previous Evaluations (all previously run evaluations will display).

OR

- Generate New Evaluation (for student’s current major) – By selecting this link you will be able to run a new CAPP for the current program for the student.
  - select Program
  - select Generate Request
  - select blue HACC Version and print for use with student

OR

- What-If Analysis (looking at a different major and how the courses completed will be applied).
  - make sure to select the correct entry term (when student anticipates officially beginning program)
  - select Add More for programs with concentrations