

# How to Access the Academic Advisement (Degree Audit) Report

Campus Solutions 9.0

## Step 1 – Log into WebSTAR

<http://webstar.uno.edu>

## Step 2 – Navigate to

Main Menu > Academic Advisement > Student Advisement > Request Advisement Report

## Step 3 – Add a New Value

- Click **Add a New Value**.
- Enter the **student number** as ID
- Enter **ADV** as Report Type.
- *Note: You may also find existing reports you previously generated by using Find an Existing Value*

### Request Advisement Report

[Find an Existing Value](#) [Add a New Value](#)

ID:

Academic Institution: UNOLA

Report Type: ADV

[Add](#)

## Step 4 – Process the Request

- Click **Process Request**

Report Request | Report Request Log

ID/Name	<input type="text"/>	<input type="text"/>
Academic Institution	UNOLA	University of New Orleans
Report Type	ADV	Academic Advisement
Date Processed		Report Status Pending
*Report Date	12/02/2013 <input type="text"/>	*As of Date 01/01/3000 <input type="text"/>
*Report Identifier	ADMIN <input type="text"/>	Administrative Request

Actions:

[Process Request](#)

What-If Information

Use Career Simulation

[Add a What-If Course](#)

[Save](#)

## Step 5 – View Academic Advisement Report

▼ Biology Requirements [RG: 1316]

**Not Satisfied:** Biology Requirements

General Education - English Composition [RQ: 106]

**Satisfied:** Six hours. English 1157 and 1158/1159 or their equivalent. Completion of 1158 or 1159 with a grade of C or better.

▶ 6 Hour English Composition [LN: 10]

General Education - Biology - Mathematics [RQ: 212]

**Satisfied:** Mathematics - six hours.

▶ 6 Hour Mathematics 1125 and 1126 [LN: 10]

General Education - Biology - Science [RQ: 213]

**Satisfied:** General Education - Biology - Science