



# REVIEW YOUR DEGREE EVALUATION

## STEP BY STEP:

- 1) Go to [www.usouthal.edu](http://www.usouthal.edu)
- 2) Click on the PAWS icon
- 3) Click on "Enter Secure Area"
- 4) Enter your J# and your Pin Number – click "Login"
- 5) Click "Student Services and Financial Aid"
- 6) Click "Student Records"
- 7) Click "Degree Evaluation" (not available if you have holds)
- 8) Select the Current Term – click "Submit"
- 9) At the bottom right of page click "What If Analysis"
- 10) Select an Entry Term (semester you started at USA) – click "Continue"
- 11) Select a Program – click "Continue"
- 12) Select a major – click "Add More"
- 13) Add a concentration, or skip this step, click "Add More"
- 14) Add a minor, click "Submit"
- 15) Leave Evaluation Term as is – click "Generate Request"
- 16) Select "Detail Requirements" – click "Submit"



## FYI

If you are a double major you will need to run a separate "What If Analysis" for each major.

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\* You can also add 2 minors or 1 concentration thru the ADD button located on the select major screen (item 12 above) on each Degree

## Other Information on PAWS

Accounting/Fees  
Advisor Name  
Class Schedule  
Degree Evaluation  
Email  
Drop/Add Classes  
Grades  
Holds  
Register for Classes  
Time Ticket for Registration  
Transcript Evaluation  
Withdraw