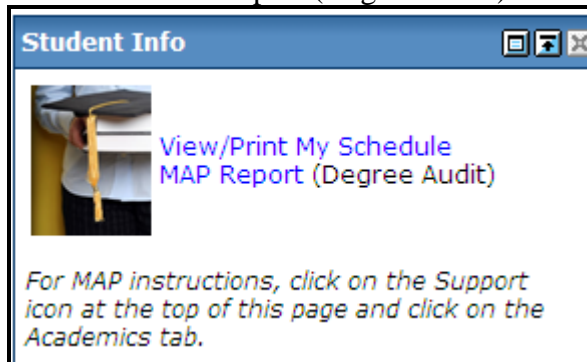
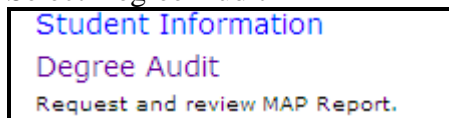


How to Request and View a MAP Report through myGate

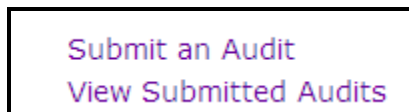
1. Log in to myGate
2. Click on the Academics tab
3. Select the MAP Report (Degree Audit) link in the Student Info channel



4. Select Degree Audit



5. Select Submit an Audit to run a new MAP report or select View Submitted Audits to view previously submitted MAPs. MAPs are deleted every seven days.



6. Select the type of audit (MAP Report) you want to run.

To run an updated audit:

Select Run Audit

Select Degree Program: Latest (all)
List All Requirements

To run a what-if audit:

A What-If Analysis will allow you to run a what-if MAP report for any major/catalog year. If the student has transfer work, please read the warning message at the top of the screen. If applicable, contact the MAP Office to request the what-if. Also, you will need to contact the MAP Office if you need to run an audit for a different minor or second major.

1. Select What-If

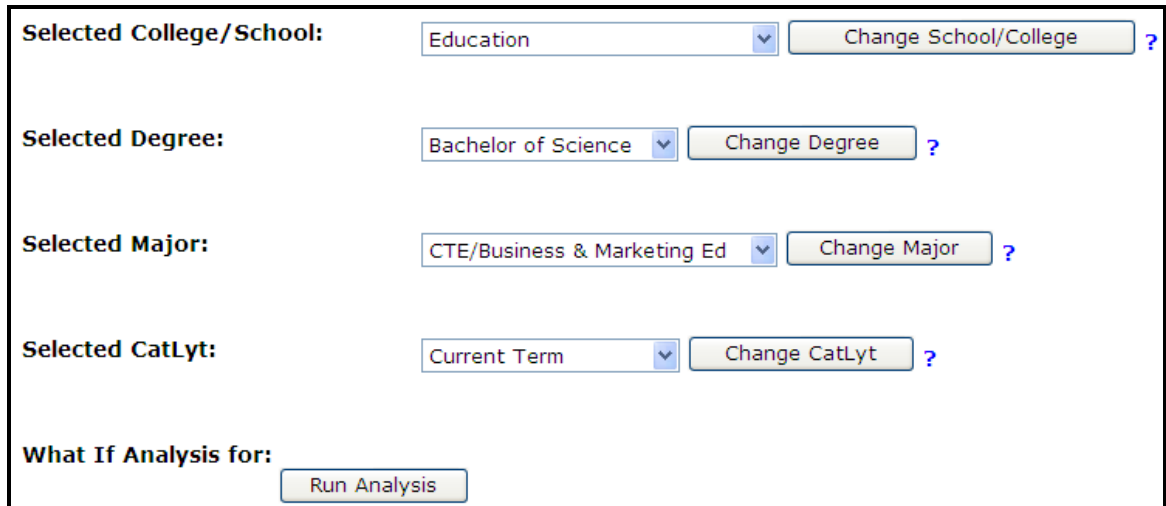
What-If Analysis

Find out how your courses would apply if you changed majors.

2. Choose the appropriate college from the drop down box and click Select.
3. Choose the appropriate degree and click Select.
4. Choose the major and click Select.
5. Choose the catalog year (CatLyt). For example, to choose the 07-09 catalog, select a term that falls within the Fall 2007 semester and Summer 2009 semester.

For the 09-11 catalog, choose the current term. Catalogs are determined by the year and semester. The year/terms run from the Fall semester of the first year of the catalog through the Summer semester of the last year of the catalog.

6. Once you have made all of the appropriate selections, click Run Analysis.



The screenshot shows a web form with the following fields and buttons:

- Selected College/School:** A dropdown menu with "Education" selected, a "Change School/College" button, and a question mark icon.
- Selected Degree:** A dropdown menu with "Bachelor of Science" selected, a "Change Degree" button, and a question mark icon.
- Selected Major:** A dropdown menu with "CTE/Business & Marketing Ed" selected, a "Change Major" button, and a question mark icon.
- Selected CatLyt:** A dropdown menu with "Current Term" selected, a "Change CatLyt" button, and a question mark icon.
- What If Analysis for:** A "Run Analysis" button.

To run a Reference Articulation Audit:

Reference Articulation audits are used to determine courses to take at another institution that you would like to transfer back and apply to your course of study. Referencing another institution will allow you to see course equivalencies within the audit. Only courses that have previously been evaluated by MSU will appear on this audit. Brackets { } are used to show the institution's equivalent to the preceding course in the audit.

1. Select Run Articulation from the request audit menu.



2. Select the type of reference articulation to run and then select the school to reference. (For all KCTCS schools, please select West Kentucky Community and Technical College.)

- Once you have selected the institution, complete the request by either selecting the student's current degree program (Run Audit) or complete the fields to request the articulation for a what-if audit by selecting What-If.

Selected Ref Art: R Permit Reference Articulation Change Art. ?

Selected Ref Institution: UNIVERSITY OF KENTUCKY Change Ref Inst. ?

Select Degree Program: Latest (all) List All Requirements Run Audit

What-If Analysis
Find out how your courses would apply if you changed majors.

What-If?

To Review Submitted Audits:


- Select View Submitted Audits

Your audit has been submitted.
Please allow up to 5 minutes for the audit to finish.

[view submitted audits](#)

[Submit another DARS Report](#)

- Select the link for the audit you wish to view.

 Below is a list of available audits at this time. If you do not see the audit that you just submitted, please wait a few minutes for it to finish and then click "Refresh the List". It may take up to 5 minutes after submission before an audit is viewable.

Current Audits Audits will automatically be deleted after 7 days

[Refresh the List](#)


Date	Name	View Link	Delete
Sep 08, 2009 02:35pm		BS-AREA IN CAREER & TECHNICAL ED/BUSINESS & MKT ED/5-12 CERT	Delete
Sep 08, 2009 01:39pm		AS--CHILD DEVELOPMENT	Delete

This report is an internal document used to assist the student in course planning. Final confirmation of degree requirements is subject to department and university approval. Please contact your advisor or the MAP Office if you have questions concerning this report.

To delete an audit, click on Delete on the far right side of the screen. Audits will automatically be deleted after seven days.

Once you click on the link of the audit you wish to view, an interactive version of the audit will appear.

DARS Web Audit



[View a Printer Friendly Report](#)
[Return to Audit List](#)

This is a 'WHAT IF' audit

PROGRAM:	EDBSC005	CATALOG YEAR: 200980
	MSU ACADEMIC PROGRESS (MAP) REPORT	
	BS-AREA IN CAREER & TECHNICAL ED/BUSINESS & MKT ED/5-12 CERT	
	CATALOG YEAR: 09-11	

----> AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED <----

▶

▶ IP MINIMUM REQUIREMENTS FOR BACCALAUREATE CANDIDATES (YOU

IN-PROCESS: 1.0 HOUR

▶ COURSES WHICH DO NOT COUNT TOWARD GRADUATION

SINCE THESE *DON'T* COUNT TOWARD GRADUATION, YOU *WILL*

NEED MORE THAN 120 TRANSCRIPT HOURS TO GRADUATE IF

ANY OF THESE COURSES SHOW CREDIT HOURS ON YOUR TRANSCRIPT

-

Click on the red arrows on the left side of the audit to expand the blocks of the audit. For a printer-friendly version of the audit, select View a Printer Friendly Report from the top of the screen.