How to Run My Degree Evaluation

1. Log into the MyHolmes portal.

2. Click on Student Profile on the Student Essentials card.

3. Click on My Student Profile.

4. Click on Degree Evaluation under Additional Links in the left column of Student Profile.

5. Select Current Term.

6. Scroll to view your Curriculum Information.
   ❖ On the Generate New Evaluation tab, if your program is correct:
     ➢ Click the button next to Program.
     ➢ In the Select a Term section, select the current term and click on Generate New Evaluation at the bottom of the page.
       (Note: Please allow time for this report to generate.)
   ❖ If your program is incorrect, the program is not listed, or you want to choose a different program:
     ➢ Click on the What-if Analysis tab at the top of the page.
     ➢ Select the Entry Term from the pull down. Use the current term or Beginning of Time.
     ➢ Select the Program from the pull-down menu.
     ➢ The Campus selection is optional.
     ➢ Select your program from the First Major drop-down.
     ➢ Select the current term as the Evaluation Term and click Generate Request.
       (Note: Please allow time for this report to generate.)

7. After the Degree Evaluation Report is generated, you will be able to view the requirements or courses you have met (Yes) and the requirements or courses you have not met (No).

Codes under Source:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>H</td>
<td>Holmes Community College Course Credit Earned</td>
</tr>
<tr>
<td>R</td>
<td>Registered in HCC Course for Current Semester</td>
</tr>
<tr>
<td>T</td>
<td>Transfer Course Credit Earned at another Institution</td>
</tr>
</tbody>
</table>

Note: When done, be sure you close (X) the page, log out of My Holmes, and close the browser.

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