

## How to Generate an Academic Progress Report (GRD)

PATH: [CalCentral](#) > Student Lookup > Student Overview > Advising Resources > Academic Progress Report

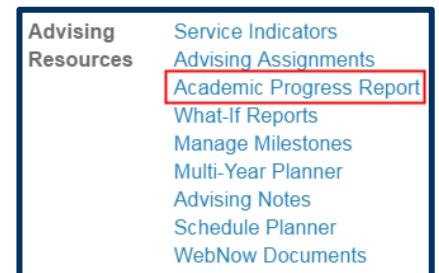
The Academic Progress Report is a useful tool for academic planning and monitoring the requirements a student has fulfilled and those that are not satisfied yet. **NOTE:** Students will not see this report until late Spring 2017.

In this example, we will log into *CalCentral*, lookup a student and then select the **Academic Progress Report** link in the *Advising Resources* section. This is the most direct way to view this report. There is also an **Academic Progress Report** link on the front page of *CalCentral* (on the Advising Resources card), but it is not recommended to start there as there are a couple more steps.

### 1. Login to [CalCentral](#).

Look up a student.

On the **Student Overview** page, in the **Advising Resources** section, select **Academic Progress Report**.



### 2. The **Academic Progress Report** appears.

At the top are options to **collapse all**, **expand all**, or **view report as pdf** (to save this version of the report).

As we review a student's courses, we will see a status symbol of either **Taken** or **In Progress** (courses for which the student is enrolled, but not yet completed).

**Note:** The status of **Planned** is not used, as that is tied to additional functionality that UCB is not implementing.

The screenshot shows the 'Academic Progress Report' interface for a UC Berkeley Graduate student. At the top, it says 'UC Berkeley | Graduate' and 'This report last generated on 12/23/2016 10:17AM'. Below this are buttons for 'collapse all', 'expand all', 'view report as pdf', and 'return to default'. A status bar shows 'Taken' (checked), 'In Progress' (diamond), and 'Planned' (star). The main content is divided into two sections: 'Academic Objective' and 'Academic Summary'. The 'Academic Objective' section shows a table with columns for 'Career', 'Program', 'Plan', 'Subplan', and 'Req (Catalog) Term'. The 'Academic Summary' section shows 'Report Date: 12/23/2016', 'Last Term Enrolled: 2016 Fall', 'Academic Standing:', and 'CUM GPA:'. The 'Graduation Status' is 'Not Applied'.

		Req (Catalog) Term
<b>Career:</b>	Graduate	2013 Fall
<b>Program:</b>	Graduate Academic Programs	2013 Fall
<b>Plan:</b>	Env Sci, Policy, & Mgmt PhD	2013 Fall
<b>Subplan:</b>	Organisms & Environment	2013 Fall

**Academic Summary**

**Report Date:** 12/23/2016  
**Last Term Enrolled:** 2016 Fall  
**Academic Standing:**  
**CUM GPA:**

**Graduation Status:** Not Applied

3. The **Academic Progress Report** consists of 3 main parts:

**Requirement Group, Requirement, and Courses.**

**Requirements** that are **unfulfilled** are expanded, while sections with **satisfied requirements** will default to collapsed.

**Courses** that have satisfied or could be taken to satisfy a requirement are listed.

**PUBLIC HEALTH MPH (RG-0597)**

**Not Satisfied:** Students must complete the following requirements for the MPH in Public Health.

**Graduate Division: Minimum Total Units (R-0809)**

**Satisfied:** Minimum total units for graduation are determined by the student's selected program and degree goals, including academic residence requirements.

Please reference: <http://grad.berkeley.edu/policy/>

- ▶ **Minimum Total Units - Plan II**
- ▶ **Minimum 200-Series Units - Plan II**

**Graduate Division: Cumulative GPA (R-0813)**

**Satisfied:** Students must maintain a 3.0 on the basis of all upper division and graduate courses (100- and 200-series) taken in graduate standing.

- ▶ **3.000 Minimum GPA**

**Graduate Division: Academic Residency for Masters Degree (R-0814)**

**Satisfied:** Students must satisfy academic residency required of selected degree goal(s).

- ▶ **Spring 2010**
- ▶ **Fall 2010**

**GSI Teaching Requirement (R-1838)**

**Not Satisfied:** Students are required to teach as a Graduate Student Instructor for at least one semester.

- ▼ **GSI Teaching**

**Not Satisfied:**

**Required Aging Specialty Area Coursework (R-1839)**

**Not Satisfied:** Students must complete the following Public Health schoolwide requirements, and nine units of aging-related coursework, including PB HLTH 217C.

- ▶ **Public Health 250A or 250B**
- ▼ **MPH Breadth Courses**

**Not Satisfied:** Students must complete the following courses.

- Courses: 4 required, 0 taken, 4 needed


The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status	Course Type
PBHLTH 142	<a href="#">Intro Prob Stat</a>	4.00				
PBHLTH 200C1	<a href="#">Hpm Breadth</a>	2.00				

A satisfied requirement will not show the details unless you select the green triangle to expand the section and see how the requirement was satisfied.

**Graduate Division: Cumulative GPA (R-0813)**

**Satisfied:** Students must maintain a 3.0 on the basis of all upper division and graduate courses (100- and 200-series) taken in graduate standing.

 **3.000 Minimum GPA**


**Satisfied:** All courses taken within the Graduate career will calculate in GPA.

- GPA: 3.000 required, 4.000 actual

4. You can select on a **Course link** to view information about the course.

**Required Coursework (R-1482)**


**Not Satisfied:**


 **Core Courses**

**Not Satisfied:** Students must complete the following courses with a grade of B or better.

- Units: 5.00 required, 3.00 taken, 2.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status	Course Type
ESPM 201A	<a href="#">Research Approaches</a>	3.00	2013 Fall	A		
ESPM 201C	<a href="#">Environmental Forum</a>	1.00				
ESPM 201S	<a href="#">Espm Colloquium</a>	1.00				

View All |  First 1-3 of 3 Last

5. **Course Detail** displays.

One returns to the student's **Academic Progress Report**.

The other allows you to **view class sections** of the course.

**Course Detail**

[Return to Seira Student](#)

**ESPM 201A - Research Approaches in Environmental Science, Policy, and Management**

**Course Detail**

<b>Career</b>	Graduate	<a href="#">view class sections</a>
<b>Units</b>	3.00	
<b>Grading Basis</b>	Student Option	
<b>Course Components</b>	Lecture Required Seminar Required	
<b>Campus</b>	UC Berkeley Main Campus	
<b>Academic Group</b>	College of Natural Resources	
<b>Academic Organization</b>	Env Sci, Policy, & Mgmt	

**Description**

Research projects and approaches in environmental science, policy, and management. An introduction to the diverse ways environmental problems are researched, comparing the approaches and methods of various disciplines represented among faculty and students. This course is the first of the core course sequence required for all ESPM graduate students.

- After selecting on the **View Class Sections** button, the information appears below.

To see information for other semesters, select a term in the **Terms Offered** drop-down, then select the **show sections** button.

The screenshot shows the 'Course Schedule' interface. At the top, there is a 'Terms Offered' dropdown menu set to '2017 Spring' and a 'show sections' button. Below this are two boxes: 'My Class Schedule' (stating 'You are not registered for classes in this term.') and 'Shopping Cart' (stating 'Your shopping cart is empty.'). A legend indicates 'Open' (green circle), 'Closed' (blue square), and 'Wait List' (yellow triangle). The main content is a table titled 'ESPM 201A sections for 2017 Spring'.

Section	Session	Status			
<a href="#">001-SEM (24983)</a>	1	<span style="color: green;">●</span>			
Days	Start	End	Room	Instructor	Dates
Mo	2:00PM	3:59PM	Mulford 132	Damian Elias, Matthew Potts, Nancy Peluso, Ronald Amundson	01/17/2017 - 05/05/2017

At the bottom right, there are links for 'View All', '1 of 1', and 'Last'.

- We have selected to return the **Academic Progress Report**.

- When you are done, you can select the **Return to Student Overview** link at the top of the page to return to **CalCentral**.

The screenshot shows the 'CALCENTRAL' header. Below it is a blue bar with a link 'Return to Student Overview' highlighted with a red box. Underneath is a section titled 'IMPORTANT INFORMATION REGARDING THE ACADEMIC PROGRESS REPORT (RG-0927)'. The text reads: 'The Academic Progress Report (APR) is a tool to assist students and advisors with academic planning and progress. Completion of degree requirements as listed in the APR does not guarantee degree conferral. Direct questions about the APR and degree completion to your academic advisor.'

## Support:

For questions or assistance, please contact SIS Support.

- Call 510-664-9000 (press option 6)
- Email: [sishelp@berkeley.edu](mailto:sishelp@berkeley.edu)
- For more information and job aids visit <http://sis.berkeley.edu/training>