

TRACKING ACADEMIC PROGRESS AND ACTIVITIES

FOR UNDERGRADUATE STUDENTS

Several systems are used at the University for tracking students' progress and activities. The following can help you select the correct tool:

Academic Progress Audit System (APAS)



APAS tracks specific majors, minors, and certificate requirements at the University of Minnesota for programs approved by the Board of Regents.

An APAS report:

- Lists degree requirements
- Summarizes progress
- Explains what is needed to complete a degree program

Degree requirement process

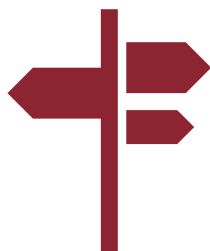


PCAS
Approved in Program and Curriculum Approval System



APAS
Viewed in student report

PeopleSoft Sub-plans and Student Groups



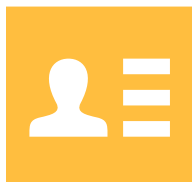
Academic sub-plans are formal sections that allow majors to identify and monitor unique sets of requirements. For example, the Global Studies program includes sub-plans for different regions of the world. Sub-plans require Regents approval.

Student groups identify specific populations of students and allow them to follow a certain set of academic requirements. They do not require Regents approval, but offer fewer features than sub-plans.

Sub-plan vs Student Group

	Sub-plan	Student Group
Approved by the Board of Regents	✓	
In PeopleSoft	✓	✓
Tracks unique requirements	✓	✓
Generated as individual APAS reports	✓	✓
Documented on transcripts	✓	
Printed on awarded degrees	✓	

Experience Record



To track student activities outside of degree requirements, such as participating in student clubs and volunteering, colleges can introduce their students to using an Experience Record, which can be found at gopherlink.umn.edu.

Experience Records Help Students:

- ✓ Apply for jobs or graduate school
- 👤 Prepare for interviews
- 📄 Update resumes
- ★ Develop a personal brand

Please contact the **APAS Team** at apasle@umn.edu if you have questions or comments.