Northwestern Michigan College
Unofficial Degree Evaluation
(CAPP- Curriculum and Program Planning)

Viewing your degree audit:

1. Go to www.nmc.edu
2. Click on MyNMC on the home page.

3. Login using your NMC ID and NMC Password.
4. Select Self-Service, the third bulleted option.

5. The Unofficial Degree Evaluation is found under Student Records Menu.
6. Click on Run an Unofficial Degree Evaluation

7. Select the Term to which you want the evaluation to run from.

8. Select ‘Run a Degree Evaluation on Current Program’ (or ‘Run a What-If Analysis’. If you choose this option, skip to Step 9.)

Please note that term courses (courses taken prior to Fall of 1994) will not be included in either type of evaluation.
9. Select an ‘Evaluate As-of’ semester and press the ‘Generate Request’ button.

Select ‘Generate Request’
10. If you chose ‘Run a What-If Analysis’ follow these remaining steps.

After selecting ‘Run a What-If Analysis’, you’ll have to select the Catalog Semester. If you are considering changing your program, the effective catalog will most likely be the upcoming semester.

11. Select the program of study you would like to evaluate.

12. Select the Program of Study or Major listed here.
13. Select an ‘Evaluate As-of’ semester and press the ‘Generate Request’ button.

**Step 4:** Select an ‘Evaluate As-of’ semester and press the ‘Generate Request’ button. The ‘As-of’ Semester you pick will be the last semester for which classes are considered in the evaluation.

Please note, processing may take a few minutes...

Catalog Semester: Fall 2011
Program: ASA-Associate Sci/Arts Degree
Level: Academic
Degree: Associate in Science & Arts
College: Liberal Studies
Campus:

Major: General Liberal Arts & Science

Select an ‘Evaluate As-of’ semester and press the ‘Generate Request’ button