YOUR ARR

HOW TO VIEW YOUR ACADEMIC REQUIREMENTS REPORT

1. On SPIRE, go to Student Center, find the other academic... drop-down list to the left of your Class Schedule. Click the single down-pointing arrow to see the drop-down list options. Select Academic Requirements and click the double arrow button. The My Academic Requirements page opens.

2. **Important:** You must click **expand all** to be sure that requirements are met. Classes that are In Progress or in your Shopping Cart will show up as completing requirements in the Academic Requirements Report. Be sure to read the **Shopping Cart Warning** and the notes about repeating a course near the top of the Academic Requirements Report. For best results, empty your Shopping Cart after you have finished registering.

For more information, visit: http://www.oit.umass.edu/support/spire/students-view-your-academic-requirements-report
WHAT YOU NEED TO KNOW ABOUT YOUR
Academic Requirements Report

- Your ARR has all the info you need to make sure you are on track to graduate.
- You should be reviewing your ARR every semester before you register for classes.
- The ARR is divided into multiple sections with which you should become VERY familiar:

1. **University Requirements/Gen Eds/Diversity** sections tell you
   - how many credits you still need to graduate
   - that in-progress courses don’t show up in the total until grades are in
   - your cumulative GPA
   - which Gen Eds you’ve taken and which reqs you still need to complete
   - whether you’ve completed the Gen Ed global (G) and United States (U) diversity requirements
   - pass/fail courses will NOT count toward Gen Ed requirements

2. **Global Education Requirement** section tells you
   - you can declare a Global Ed option in 128 Thompson Hall with SBS Advising staff (if your primary major is Poli Sci, or Legal Studies you MUST complete the Global Ed requirements in order to graduate)
   - you cannot use a course to satisfy both a Gen Ed and a Global Ed req
   - which Global Ed requirements still need to be satisfied
   - pass/fail courses will NOT count toward Global Ed requirements

3. **Major Requirements** section tells you
   - your GPA within the major
   - pass/fail courses will NOT count toward your major requirements
   - which major requirements have and have not yet been satisfied
   - some courses you could take to fulfill selected requirements
   - additional courses you have taken that don’t apply to a specific req

SHOPPING CART WARNING!

Be sure to delete all courses from your Shopping Cart after you have finished registering. Otherwise, courses in which you never enrolled will show up as completing requirements in your Academic Requirements Report. The courses will be removed automatically at the end of the term, but your report could be inaccurate during the term unless you empty your Shopping Cart. Empty the cart!

Brought to you by your friendly neighborhood advising team in Political Science and Legal Studies.
HOW TO ACCESS YOUR ARR

Log in to SPIRE, then:

1. Go to Student Center
2. Select Academics tab
3. Click the box that says “other academic…”
4. From the drop-down menu, select “Academic Requirements”
5. Don’t forget to click the go button…
Remember to “expand all”.

As you complete each requirement group, the section closes so that all you see are the requirements that haven’t yet been completed. If you want to see everything, you must expand all.
The first sections of the ARR show University Graduation Requirements and General Education (Gen Ed) Requirements.
Still have questions? Stop by Thompson Hall, 2nd Floor, and visit the Political Science & Legal Studies HELP DESK.