Viewing a Student's Curriculum

- Log on to URSA at https://ursa.unco.edu using your UNC username and password.
  - Access **Production Banner (INB)** via the link under your **Employee** tab.
  - Go to **SGASTDN** using the **Go To** field.
  - Enter the student's Bear Number in the **ID** field.
  - If you are looking for a specific term you can enter the term in the **Term** field, but if it is left blank the record for the most current term will appear.
  - Perform a **Next Block** using the **Block** icon or the **Block** drop-down menu in the tool bar, or by using the shortcut keys: **Ctrl + Page Down**.
  - Click on the **Curricula** tab.

- **Curriculum involves the following:**
  - **Catalog Term -** This is the catalog year that the student is operating in. Any catalog prior to Fall 2006 will be using General Education; any catalog Fall 2006 and after will be using the Liberal Arts Core.
  - **Priority -** This will designate the order of a student's program(s) of study (i.e. 1 = first major, 2 = second major, etc.) The program and all additional field of study items, such as major, concentration and minor will follow the same priority number sequence.
  - **Program -** The student's program of study (e.g. BS-BUSAD-GEN)

- **Type -** This field will describe a specific part of a student's field of study (i.e. major, concentration or minor)
    - o **Major -** The student's major (e.g. BSAD)
    - o **Concentration -** Previously known as the student's EMPHASIS area (e.g. BGEN) Licensure codes are listed as concentrations and under most circumstances will have a priority number of 2.
    - o The curriculum information will show you the code as well as the description of that code.
    - o To view any additional curriculum (program of study) information, click on the arrows in the upper right of the Curriculum section of the screen to move forward or backward. The **Current** indicator will show as "ACTIVE" for an active curriculum and "INACTIVE" for an inactive curriculum.

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