

How to Track Your Progress

Your Current Degree Progress

You can check your progress on the degree you are currently pursuing by using the Degree Progress tool in ctcLink.

1. After logging into ctcLink, use the **Menu** to select **Academics** then **Degree Progress**.
2. Select the name of your degree under the pie chart to view more information. General information on the degree will be displayed below and degree requirement will show on the right.
3. If you select a specific requirement, Social Science for example, it will expand to show the status of that requirement and the class or classes that were used to meet the requirement, if applicable.
4. On each requirement, you can select the **View Courses** button to see the classes that can be used to satisfy the requirement.

The screenshot displays the 'Degree Progress' tool interface. On the left is a dark blue navigation menu for Wenatchee Valley College, with 'Academics' and 'Degree Progress' highlighted. The main content area is titled 'Degree Progress > Requirement Group' and shows 'Undergraduate' as the selected career. It indicates '6 of 8 Requirements Satisfied' and 'Complete 95%'. A pie chart shows 95% completion. Below the chart, it states '*Progress based on Units' and 'Complete 95%'. A list of requirements is shown on the right, with 'Social Science (15 credits) RQ 4018' and '21-22 Associate in Arts & Sci - DTA - RG 8123' marked as 'NOT SATISFIED'. A 'View Courses' button is visible next to the Social Science requirement.

What-If

The **Degree Progress** tool will only show you the progress you have made on your current degree. If you want to see what you would need to do for a different degree without changing it, you can use the **What-If** tool.

1. After logging into ctcLink, use the **Menu** to select **Academics** then **What-If**.
2. Select the **Create Report** button.
3. On the **New Report** page, enter information on the degree you want to create a report on and select the **Submit Report** button. Below are some tips on how to create a report.
 1. You will want to select information working left-to-right, top-to-bottom. Changing the selection in a drop-down box higher up will often reset the boxes lower down.
 2. There are three types of programs to choose from, Academic, Baccalaureate, and Professional Technical.
 1. Academic lists the main transfer degrees like the Associate of Arts and Sciences, Associate of Business, and Associate of Science.
 2. Baccalaureate lists the four-year degrees like the Bachelor of Applied Science in Engineering Technology, Bachelor of Science in Nursing, and Bachelor of Applied Science in Teaching.
 3. Professional Technical lists the technical degrees and certificates like the Associate in Nursing, Graphic Design, and Industrial Tech Machining.
3. Be sure to select Major from the **Plan Type** drop down.
4. If you are looking at a Professional Technical program, be sure to double check that you have selected the correct **Plan**. Many Professional Technical programs have two year degree options and shorter certificate options.
 1. The two year degrees will include Associate, ATS, or AAST in their title (e.g., Associate in Nursing DTA/MRP, Business ATS, Pharmacy Technician AAST).
 2. Certificate options will include a C followed by a number in their title (e.g., ECE General C20, Medical Assistant C45),
4. The **What-If** scenario will display in a similar way to the Degree Progress, but you will also be able to get a PDF report. Once you have run a What-If scenario, it will be saved to the What-If page.