

**Degree Works Issue Report Form**

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ CMU ID#: 700 \_\_\_\_\_  
Degree Works Degree: \_\_\_\_\_ Email: \_\_\_\_\_  
Degree Works Catalog Year: \_\_\_\_\_ Degree Works Major/Minor: \_\_\_\_\_

1. In which section does the error appear?

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Degree Block            | <input type="checkbox"/> Foundation Foreign Language Block | <input type="checkbox"/> Minor Block         |
| <input type="checkbox"/> General Education Block | <input type="checkbox"/> Foundation Block                  | <input type="checkbox"/> Concentration Block |
| <input type="checkbox"/> Lower Division Block    | <input type="checkbox"/> Major Block                       | <input type="checkbox"/> Other: _____        |

2. Did the error appear on a 'What If' Audit? \_\_\_\_ Yes \_\_\_\_ No

3. What class or category contains the error (i.e., ENGL 111, Insufficient)? \_\_\_\_\_

4. How were you expecting the audit to process the error (i.e., what would you consider the 'correct' way to handle the class/grade/etc)?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Other: \_\_\_\_\_

\_\_\_\_\_

Reported by: \_\_\_\_\_

Please note that the following are not Degree Works Errors:

1. Class substitutions
2. Incorrect degree, major, minor, catalog year
3. Incorrect Advisor

See [www.coloradomesa.edu/registrar/degreeworks.html](http://www.coloradomesa.edu/registrar/degreeworks.html) for more information on how to read the audit and frequently asked questions.