Requesting Academic Advisement Reports for Selective Admissions

1. In myFSCJ navigate to **Main Menu > Campus Solutions > Academic Advisement>Student Advisement>Request Advisement Report.** Then click on the **Add a New Value** tab.	
2. Enter EMPL ID and **Report Type: ADV** and click **Add**	

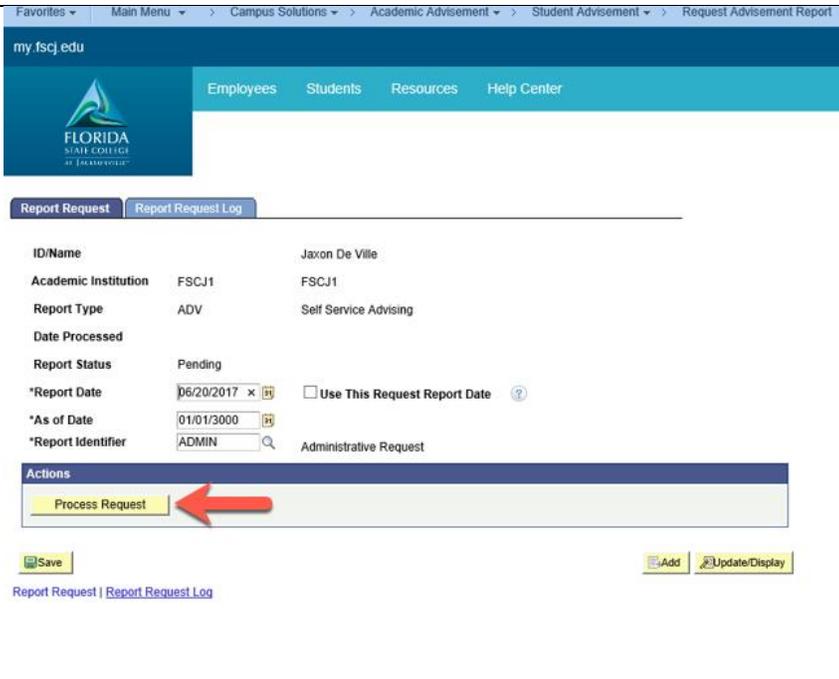|	
3. Click **Process Request**.	Favorites ▾ Main Menu ▾ > Campus Solutions ▾ > Academic Advisement ▾ > Student Advisement ▾ > Request Advisement Report my.fscj.edu **FLORIDA** STATE COLLEGE AT JACKSONVILLE Employees Students Resources Help Center **Report Request** Report Request Log **ID/Name** Jaxon De Ville **Academic Institution** FSCJ1 FSCJ1 **Report Type** ADV Self Service Advising **Date Processed** **Report Status** Pending *Report Date 06/20/2017 ✕ 📅 ☐ Use This Request Report Date ⑦ *As of Date 01/01/3000 📅 *Report Identifier ADMIN 🔍 Administrative Request **Actions** Process Request 💾 Save 📄 Add 📄 Update/Display Report Request	Report Request Log

4. Scroll to bottom and click **Return to Report Request**.	Favorites ▾ Main Menu ▾ > Campus Solutions ▾ > Academic Advisement ▾ > Student Advisement ▾ > Request Advisement Report my.fscj.edu FLORIDA STATE COLLEGE at Jacksonville Employees Students Resources Help Center Jaxon De Ville **Self Service Advising** FSC11	College Credit **This report last generated on 06/20/2017 6:54PM** [collapse all] [expand all] [view report as pdf] ✔ Taken ◆ In Progress ★ Planned **▼ ***Important Program Notes***** These Academic Requirements reflect the type of Career, Academic Program, and specific Academic Plan you are enrolled in as your primary plan at this time. Specific academic requirements are in effect based on the Plan and the Requirement Term. You have five years to complete all coursework under the terms of the Catalog in which you are assigned. If you do not graduate within the five years, you will be required to complete the degree under the catalog in effect, which may impact your requirements for graduation. For additional information, please see the College Catalog. Changes to requirements as mandated by law or by rule of the District Board of Trustees may supersede this provision. This Report displays your progress toward completion and graduation; it is not an official document. Florida State College at Jacksonville recommends that you review your progress regularly with an advisor and reminds you that it is your responsibility to ensure all requirements noted below have been satisfied in order to graduate. If any of your courses are repeated courses, your GPA will not be accurate during enrollment in that course, only once the final grade posts. Additionally, student records holds need to be resolved prior to graduation. (RG8062) **▶ College Readiness Placement Requirements (RG8121)** **▶ Intermediate Algebra MAT1033 Option (RG8940)** **▼ Associate in Science Degree in Radiation Therapy (2163)(RG8240)** Must satisfy all requirements as shown below for a total of 77 hours. **General Education Communications (RQ1633)** Must complete Communications requirement as shown below for a total of 3 hours. A minimum grade of "C" or better is required in all coursework. • Units: 3.00 required, 0.00 taken, 3.00 needed **▽ Communications** **Not Satisfied:** Must complete one of the following courses: • Units: 3.00 required, 0.00 taken, 3.00 needed

Cumulative GPA Requirement (RQ1224)

Must have earned a cumulative Grade Point Average (GPA) of 2.0 ("C") in all courses attempted, including transferred courses.

▷ Cumulative GPA Requirement-TC

Residency Requirement (RQ1268)

Must earn at least 25 percent of total college credit hours/units required for the academic plan from Florida State College at Jacksonville. Credit by examination and credit by portfolio development do not count toward this residency requirement.

▽ Residency Requirement

Not Satisfied: Must earn a minimum of 11 hours/units from Florida State College at Jacksonville to satisfy the Residency Requirement for this academic plan.

- Units: 11.00 required, 0.00 taken, 11.00 needed

Additional Courses (RQ1251)

Lists all courses not used by this Academic Plan, in excess of the requirements for this Academic Plan, all transfer courses, and all courses earned through Test scores.

▷ Not Used in Plan Requirements

▷ External Courses

Progress Toward Completion of this Academic Plan (RQ 2046)

This area measures GPA and progress for this academic plan. Please note that in progress courses are not included in this calculation, and only completed units are considered.

▽ Required Units and GPA Requirement

Not Satisfied: The display below provides required units, completed units, and current GPA for this plan as of report date.

- Units: 43.00 required, 0.00 taken, 43.00 needed
- GPA: 2.000 required, 0.000 actual

Return to Report Request   View Report Request Log

5. Click **Return to Search**.	

6. Enter the **Report Type as PLN**.	
7. Click **Process Request**.	

After these two reports are ran (manually or by a batch process) the student should be able to register themselves.