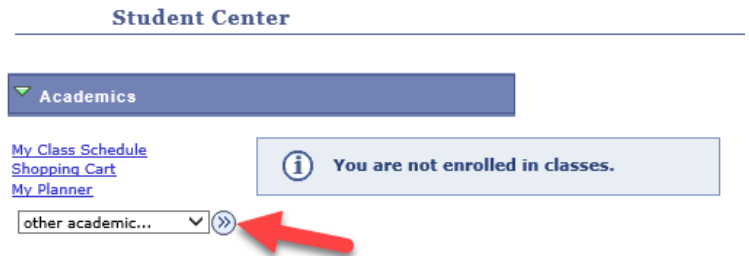# HOW TO READ YOUR
ACADEMIC REQUIREMENTS REPORT

Academic Requirement Reports track progress toward graduation based on your program plan and requirement term. You can view your progress online through MyNorthwoodTech student center.

HOW DO I ACCESS MY REQUIREMENTS?

From the Student Center in myNorthwoodTech, select "Academic Requirements" in the drop down menu and click the ⟫ arrow.

Student Center

▼ **Academics**

My Class Schedule
Shopping Cart
My Planner

[other academic... ▼] ⟫

ⓘ You are not enrolled in classes.

HOW IS IT ORGANIZED?

The "Academic Requirements" page outlines classes in categories.

1. **Program Requirements**
    • Technical Studies or Occupational Specific
    • General Studies or Occupational Supportive
2. **All Courses Graded**
    • Lists all courses graded for the programs that have an acceptable grade
3. **Unused Courses**
    • Lists courses that do not apply to the program
    • Lists course with low or failing grades
    • Lists any repeated courses if the grade has not been changed to a grade of R

> Click the expand button to view all requirements

| collapse all | expand all | view report as pdf |

ⓥ Taken   ◆ In Progress   ★ Planned

▼ **Health Information Technology**

Not Satisfied: Health Information Technology

> At a glance you can see your progress

• Units: 61.00 required, 48.00 taken, 13.00 needed
• GPA: 2.000 required, 3.177 actual

GPA includes only classes listed in the All Courses Graded list, if you are enrolled in multiple programs you may have different GPA's for each program.

REQUIREMENT LISTS

Each requirement in a program has a list of courses displayed that will fulfill the requirement. In the list it shows the status of the courses in that list, completed, in progress, or in the shopping cart (planned).

Status of requirement

Not Satisfied: Take the following courses to satisfy the 530 Health Information Technology Technical Studies requirement: 10530182 Human Disease for the Health Professions, 10530184 CPT Coding, 10530197 ICD Diagnosis Coding, 10530185 Healthcare Reimbursement, 10530178 Healthcare Law & Ethics, 10530199 ICD Procedure Coding, 10530161 Health Quality Management, 10530196 Professional Practice, 10530166 HIT Capstone

Credits needed/taken

- Units: 22.00 required, 15.00 taken, 7.00 needed

The following courses may be used to satisfy this requirement:

Click on title to get more information about the course

Course	Description	Units	When	Grade	Status
MEDCLREC10530161	Health Quality Management	3.00			
...0166	HIT Capstone	1.00			
MEDCLREC10530178	Healthcare Law & Ethics	2.00	Spring 2017		◆
MEDCLREC10530182	Human Disease for Hlth Profes	3.00	Spring 2017		◆
MEDCLREC10530184	CPT Coding	3.00	Fall 2017		◆
MEDCLREC10530185	Healthcare Reimbursement	2.00	Fall 2017		◆
MEDCLREC10530196	Professional Practice 1	3.00			
MEDCLREC10530197	ICD Diagnosis Coding	3.00	Spring 2017	B	✅
MEDCLREC10530199	ICD Procedure Coding	2.00	Spring 2017	B	✅

View All | ⬈   First ◀ 1-9 of 9 ▶ Last

Ten classes are diplayed by default, click View All to see more

SUBSTITUTIONS AND TRANSFER CREDIT

Substitutions are entered into your plan as they are approved.
Please contact your advisor if the transfer credit or substitutions are not showing in your plan.

Substituted classes will be listed with a note, click on the number for information about the substitution

Course	Description	Units	When	Grade	Notes	Status
COMPSOFT10103129	Introduction to MS Office	1.00	Spring 2005	A	03	✅
COMPSOFT10103146	MS Word A	0.50	Fall 2015	A	02	✅
COMPSOFT10103151	MS Excel A	0.50	Fall 2015	A	01	✅
MEDTERM10501101	Medical Terminology	3.00	Spring 2016	A-		✅
MEDTERM10501107	Digital Literacy for Healthcar	2.00				

View All | ⬈   First ◀ 1-5 of 5 ▶ Last