

# Table of Contents

- Graduate Degree Audits (SEHD Faculty Guide) ..... 1**
- Overview ..... 1**
- How Degree Audits Work ..... 1**
  - Degree Audit Logic Flow ..... 1
- Why Degree Audits Matter ..... 1**
- Key Concepts ..... 1**
  - Degree Audit Structure ..... 1
- Faculty Workflow ..... 2**
- Important Rules ..... 2**
  - Catalog-Year Dependency ..... 2
  - Exceptions Handling ..... 2
  - Multiple Programs Limitation ..... 3
- Access & Tools ..... 3**
  - DATC Form Use Cases ..... 3
- Common Issues ..... 3**
- Sample Degree Audits ..... 3**
- Support ..... 4**
- Key Takeaways ..... 5**



# Graduate Degree Audits (SEHD Faculty Guide)

## Overview

Graduate degree audits ensure that students meet all requirements for graduation and are required for all graduating students. Graduate audits are currently being implemented across programs, with full rollout expected by Fall 2026.

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## How Degree Audits Work

### Degree Audit Logic Flow

```
Student Admit Term
  ↓
Catalog Year
  ↓
Degree Audit Output
```

#### Interpretation:

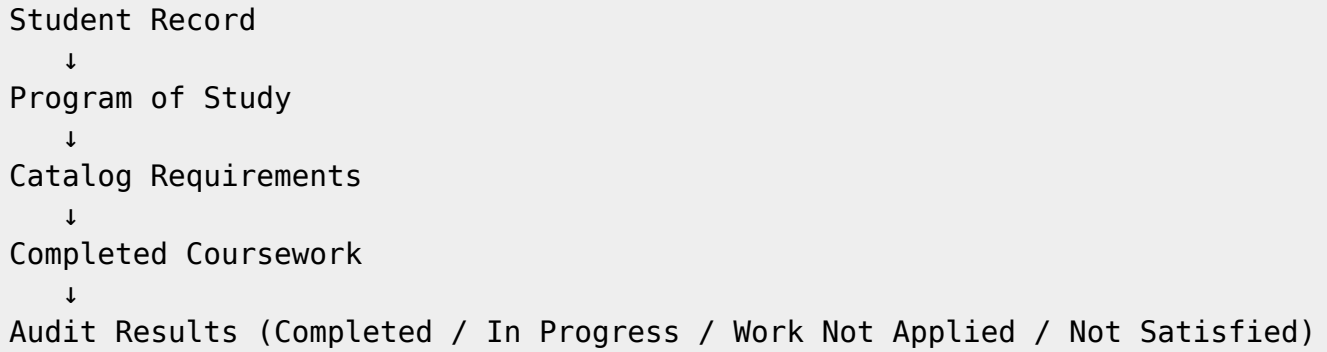
- Student admit term determines the catalog year
  - Catalog year determines program requirements
  - Requirements + completed coursework generate the audit output
- 

## Why Degree Audits Matter

- Colorado statute C.R.S. § 23-1-131 requires Colorado public institutions to implement a degree audit process
  - Required for graduation clearance
  - New for graduate programs (already established for undergraduate)
  - Students already have access and may request guidance
- 

## Key Concepts

### Degree Audit Structure



## Faculty Workflow

1. Review Student Audit
2. Check Against Catalog
3. Approve / Request Changes
4. [Degree Audit & Transfer Change \(DATC\) Form](#)
5. Audit Updated

## Important Rules

### Catalog-Year Dependency

- Audits are tied to the catalog associated with a student’s admit term
- Example: Fall 2025 → 2025-2026 catalog

### Exceptions Handling

Standard Requirements

+

[Faculty Exception \(DATC Form\)](#)

↓

Updated Individual Audit

- Exceptions must be applied individually per student
- Catalog changes apply to all students in that catalog year
- Catalog-level updates can be made once a year (during late fall or spring) and go into effect starting in fall of the following academic year (Example: changes made in late Fall 2025 / Spring 2026 → effective Fall 2026 / 2026-2027 catalog)

## Multiple Programs Limitation

Degree Audit (MA, EdS, EdD, or PhD)  
Degree Audit (Certificate)  
Degree Audit (License or Endorsement)  
Degree Audit (Credential)

↓

NOT CONNECTED

- Separate programs generate separate audits
- Audits do not integrate or share information
- Faculty can select a different term or program to “run a different program” audit

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## Access & Tools

- Access and run audits through the [UCDAccess faculty portal](#)
- [Request “DATC Advisor” access](#) if needed
  - Request type “Update Access” as “DATC Advisor”
  - Justification is “advisor-level DATC audit access”
- [Transfer of Credit Form](#)

## DATC Form Use Cases

- Course substitutions
- Waivers
- Transfer credit updates

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## Common Issues

- Missing Requirement → Check catalog alignment → Submit [DATC Form](#) if necessary
- Course Not Counting → Verify substitution → Submit [DATC Form](#) if necessary
- Transfer Not Applied → Confirm updated form → Submit [Transfer of Credit Form](#) if necessary
- Multiple program issue → Run audit for each program

## Sample Degree Audits

### MA LEADERSHIP FOR EDUCATIONAL ORGANIZATIONS: LEADING CHANGE FOR STUDENT SUCCESS IN HIGHER EDUCATION

1) Complete all listed courses (10 total):

IN-P -->	8 COURSES TAKEN				1 COURSE TAKEN
SP23 EDUC5500	3.0	A		Diversity in Higher Education	
SP23 EDUC5651	3.0	A		Foundations of Leadership	
SU23 RSEM5120	3.0	A		Intro to Research Methods	
FA23 EDUC5060	3.0	A		Higher Ed in a Global World	
SP24 EDUC5653	3.0	A		Leadership Practice for Change	
SP25 EDUC5070	3.0	A-		Law and Ethics	
FA25 EDUC5080	3.0	A		Resource Mgmt in Higher Ed	
FA25 EDUC5130	3.0	A		College Student Development	
SP26 EDUC5654	3.0	***		Leadership Practice Capstone	
<b>NEEDS: 1 COURSE</b>					
<b>SELECT FROM: EDUC5652</b>					




#### WORK NOT APPLIED

The following courses have not been applied to your degree program. For more information contact your academic advisor.

SP26 EDUC7510	3.0	***		Strategic Org Mngmt
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#### • MA CFT with clean audit

ALL REQUIREMENTS COMPLETED --- IN-PROGRESS COURSES USED

- >  MA COUPLE AND FAMILY THERAPY: GENERAL REQUIREMENTS
- >  MA COUPLE AND FAMILY THERAPY: CORE REQUIREMENTS
- >  MA COUPLE AND FAMILY THERAPY: PRACTICUM AND INTERNSHIP

## Support

- Contact your Graduate Academic Advisor for program-specific issues
- Email Degree Audit Unit: [DAUnit@UCDenver.edu](mailto:DAUnit@UCDenver.edu)

## Key Takeaways

- ✓ All students need a CLEAN audit to graduate
- ✓ Audits are tied to catalog year
- ✓ Exceptions require DATC form
- ✓ Faculty review is critical
- ✓ Full implementation targeted for Fall 2026

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