



Instructions to Request a Degree Evaluation - For Students

If you are a matriculated Western student, you can log onto [Web4U](#) to request, view, and print degree evaluations for any degree program available in Degree Evaluation.

- **Login to [Web4U](#)**
- **Select *Student***
- **Select *Student Records***
- **Select *Degree Evaluation***
- **Select a *Term*** (Select current term; Submit)
- **Using the links at the bottom of the page:**
Select *Generate New Evaluation* (to run a degree evaluation for the listed curriculum) **or**
Select *What-if Analysis* (to run an evaluation for GUR or other available program and major). The *What-if Analysis* is an excellent tool for undeclared majors, pre-majors, and students who are considering a change in major.

Generate New Evaluation

- **Program** (Select radio button. If radio button is not available, you must use the *What-if Analysis* option)
Term (Select your anticipated graduation term)
Generate Request
- **Submit**

What-if Analysis

- **Entry Term** (Select the catalog term the requirements will be evaluated against; Continue)
- **Program** (Select program; Continue). For GUR evaluation, select "General University Requirements".
- **First Major** (Select major; Submit). For GUR evaluation, select "GUR Evaluation only".
- **Evaluation Term** (Select your anticipated graduation term)
Generate Request
- **Submit**