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)
  - 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