

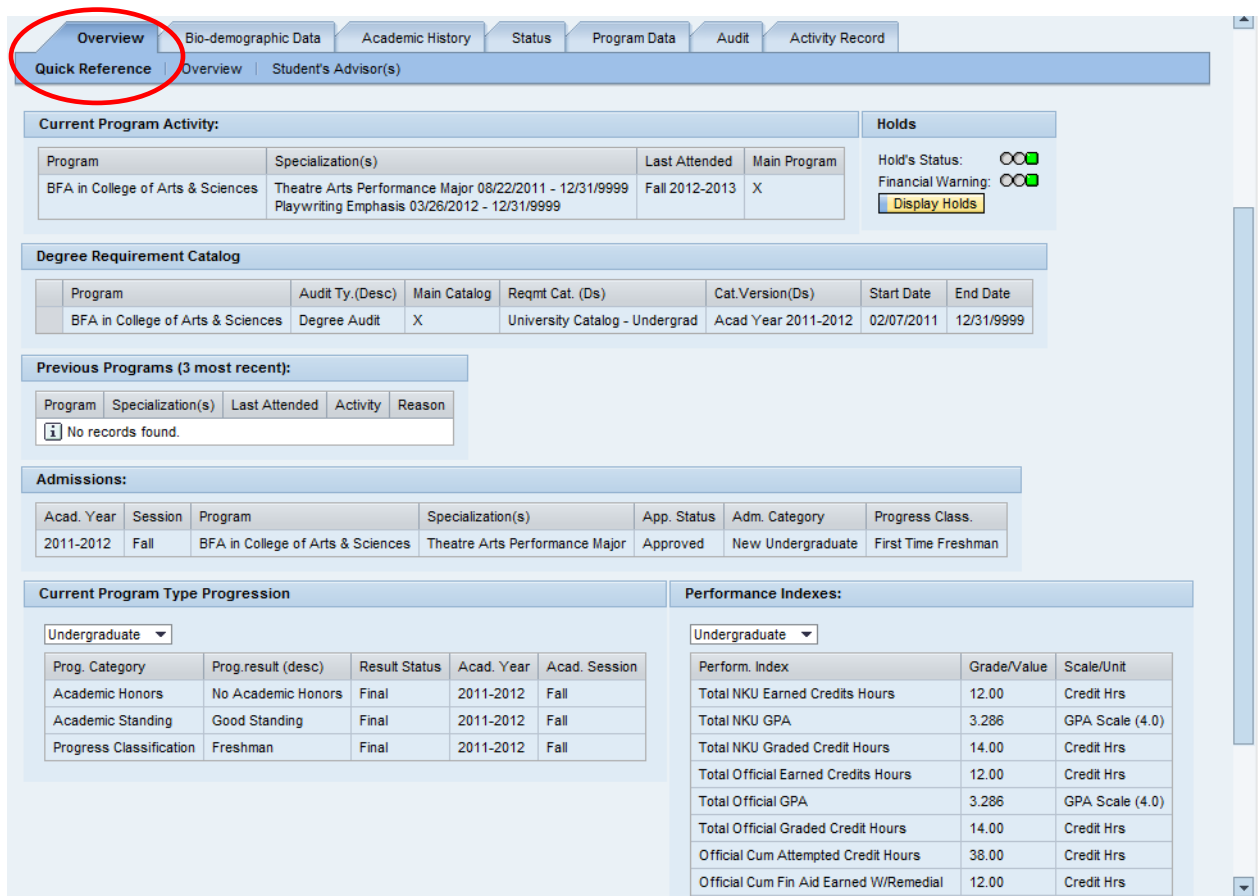
## Quick Reference Sub-tab

### Location(s):

myNKU

**Purpose:** Perform this procedure when you need to view information regarding a student's record.

1. Log into <http://myнку.nku.edu> using your NKU username and password.
2. Select the Academic Advising tab.
3. Open the student record.
4. Select the Overview tab.
5. Select the Quick Reference sub-tab.



The screenshot shows the myNKU student record interface. The navigation menu at the top includes tabs for Overview, Bio-demographic Data, Academic History, Status, Program Data, Audit, and Activity Record. The 'Quick Reference' sub-tab is highlighted with a red circle. Below the navigation menu, the 'Current Program Activity' section displays a table with columns for Program, Specialization(s), Last Attended, and Main Program. The 'Degree Requirement Catalog' section shows a table with columns for Program, Audit Ty.(Desc), Main Catalog, Reqmt Cat. (Ds), Cat.Version(Ds), Start Date, and End Date. The 'Previous Programs (3 most recent):' section shows a table with columns for Program, Specialization(s), Last Attended, Activity, and Reason, with a message 'No records found.' The 'Admissions:' section shows a table with columns for Acad. Year, Session, Program, Specialization(s), App. Status, Adm. Category, and Progress Class. The 'Current Program Type Progression' section shows a table with columns for Prog. Category, Prog.result (desc), Result Status, Acad. Year, and Acad. Session. The 'Performance Indexes:' section shows a table with columns for Perform. Index, Grade/Value, and Scale/Unit.

Program	Specialization(s)	Last Attended	Main Program
BFA in College of Arts & Sciences	Theatre Arts Performance Major 08/22/2011 - 12/31/9999 Playwriting Emphasis 03/26/2012 - 12/31/9999	Fall 2012-2013	X

Program	Audit Ty.(Desc)	Main Catalog	Reqmt Cat. (Ds)	Cat.Version(Ds)	Start Date	End Date
BFA in College of Arts & Sciences	Degree Audit	X	University Catalog - Undergrad	Acad Year 2011-2012	02/07/2011	12/31/9999

Acad. Year	Session	Program	Specialization(s)	App. Status	Adm. Category	Progress Class.
2011-2012	Fall	BFA in College of Arts & Sciences	Theatre Arts Performance Major	Approved	New Undergraduate	First Time Freshman

Prog. Category	Prog.result (desc)	Result Status	Acad. Year	Acad. Session
Academic Honors	No Academic Honors	Final	2011-2012	Fall
Academic Standing	Good Standing	Final	2011-2012	Fall
Progress Classification	Freshman	Final	2011-2012	Fall

Perform. Index	Grade/Value	Scale/Unit
Total NKU Earned Credits Hours	12.00	Credit Hrs
Total NKU GPA	3.286	GPA Scale (4.0)
Total NKU Graded Credit Hours	14.00	Credit Hrs
Total Official Earned Credits Hours	12.00	Credit Hrs
Total Official GPA	3.286	GPA Scale (4.0)
Total Official Graded Credit Hours	14.00	Credit Hrs
Official Cum Attempted Credit Hours	38.00	Credit Hrs
Official Cum Fin Aid Earned W/Remedial	12.00	Credit Hrs

6. Information displayed:

<b>Current Program Activity</b>	[left side]Displays activity in their <u>current</u> program.
<b>Holds</b>	[right side] Shows a green light if no holds. Shows red lights if there are holds. Click “Display Holds” for detailed information about the hold type/date.
<b>Degree Requirement Catalog</b>	Displays requirement information for the degree.
<b>Previous Programs</b>	Displays information for the last 3 programs with their statuses.
<b>Admissions</b>	Displays admission status information.
<b>Program Progression</b>	[Left side] shows classification information for the most recent/current session and any future progression.
<b>Performance Indexes</b>	[Right side] shows cumulative performance numbers for the most current program. Note: if the student has both undergraduate and graduate courses, the most current (graduate) will display. Undergraduate information can be found by going to Academic History/Academic Work.
<b>Graduation</b>	Displays information regarding graduation or graduation application status.