

HOW TO USE GRADTRACKS



GETTING STARTED

GradTracks is an online tool to help you:

- Track your progress towards degree/certificate completion and how course(s) apply
- Identify how completed course(s) are applying to your degree/certificate and which requirements remain to complete
- Explore other degree/certificate options available and how your completed course(s) apply

When should I use GradTracks?

- Before you meet with your advisor for the term
- Viewing your degree/certificate audit after final grades have posted
- Before (using the What-If analysis) and after you register to confirm that your course(s) meeting degree/certificate requirements

You can access GradTracks from your Bobcat Web Account:

- Log in to your Bobcat Web Account
- Select the "Student" tab
- Click on the "Student Registration" card
- Click on the "GradTracks" card

GRADTRACKS AUDIT

How do I read the degree/certificate audit?

When you open GradTracks, it defaults to your declared program degree/certificate audit. The GradTracks degree/certificate audit has several sections:

GRADTRACKS AUDIT – STUDENT INFORMATION

This is information about your program, major, advisor(s), catalog year, COCC GPA, Financial Aid and other academic information.

If your program/major is incorrect, contact Admissions & Records at 541-383-7500 or myprogress@cocc.edu to update.

Student ID 820123456	Name Obcato, Bobcat	Degree Assoc of Applied Science
Advanced search		
Program/Major Message Therapy - AAS	Primary Advisor Not yet assigned	Catalog Year 2025-2026
Academic Standing no data	Financial Aid Max Credit Status no data	Financial Aid Completion Rate no data
Overall COCC GPA no data	Year Admitted 2025-2026	Personal Pronoun Pronoun or pronouns not listed

GRADTRACKS AUDIT – MATH & WRITING PLACEMENT

This section illustrates your placement levels after completing either the Directed Self-Placement assessment or Skills-based placement such as ALEKS (Math) and ACCUPLACER (Writing). For additional information regarding your placement levels and the details associated with them, please review the [Placement FAQ page](#).

Math and Writing Placement and Guidance COMPLETE

All courses must be completed with a Pass or 'C' or higher. Courses DO NOT count toward program total credits or the COCC residency requirement.

- ✓ MATH: You Placed in Math Level 4
- ✓ Records show completion of AH 105, MTH 102, BA 104 or MTH 105Z
- ✓ Refer to math requirements in your program
- ✓ WRITING: Placement met by course or transcript

GRADTRACKS AUDIT – DEGREE/CERTIFICATE BLOCK

This section illustrates all of the program/major requirement to complete the degree/certificate you are pursuing. All degrees/certificates have different GradTracks audits based on the requirements for each individual program. Each GradTracks audit will include the following information:

- Credits required & credits applied
- Minimum COCC Residency credits requirement
- Minimum 2.0 GPA for COCC coursework requirement

Massage Therapy AAS - Details INCOMPLETE

Credits required: 90 Credits applied: 8

All courses must be completed with a 'C' or higher.

	Course	Title	Grade	Credits	Term
☐	Total Credits Required	Still needed:	A minimum of 90 credits are required. You currently have 8, you still need at least 82 more credits.		
☐	Minimum COCC Residency Credits Required	Still needed:	A minimum of 24 degree applicable credits must be taken at COCC.		
☐	MINIMUM 2.0 GPA FOR COCC COURSEWORK.				
☐	CORE COURSES				
☐	Anatomy & Physiology Sequence	Still needed:	Choose from 1 of the following:		
☐	Human Biology for Health Science Careers		1 Class in BI 105		
☐	Human Anatomy and Physiology I, II, & III		3 Classes in BI 231 and 232 and 233		
☐	Kinesiology for Massage Therapy I	Still needed:	1 Class in LMT 113		

Within this section, you can click on any of the course(s) in blue – this will bring up a course dialog box with additional information about said course, including its description and recommended preparation course(s) and/or prerequisites necessary for the course. This dialog box also provides registration information regarding the course, including CRNs, how many seats are available in the course, meeting dates/times, and which campus the course is taught at. All campus indications are listed below:

Course Information

MUS 101 - 3 Credits - Music Fundamentals

Presents the fundamentals of music making, including notation of pitch, rhythm, music terminology, scales, key signatures, intervals and chord spelling. Requires no previous musical experience. This course is an ideal preparation for students who intend to enroll in MUS 111, Music Theory. Students interested in learning about music history, styles and composers (Baroque, Classical, Romantic, etc.) should consider MUS 201, MUS 202 or MUS 203.

Sections:

Term	CRN	Section	Seats open	Meeting times	Campus
Spring 2026	20561	01	14 (out of 30)	M W 10:00am - 11:20am	B
Spring 2026	20584	02	8 (out of 30)	To be announced	OL
Spring 2026	20562	03	17 (out of 18)	M W 10:00am - 11:20am	R
Summer 2026	30136	01	18 (out of 30)	To be announced	OL
Fall 2026	40730	01	29 (out of 30)	M W 10:00am - 11:20am	B

Campus Notation	Campus Location
R	Redmond
B	Bend
M	Madras
P	Prineville
REM	Remote
OL	Online

GRADTRACKS AUDIT – NOT APPLIED TO THIS AUDIT SECTIONS

This section shows when completed course(s) do not apply to the degree/certificate block of your declared program. This illustrates any course(s) listed in this section are not program requirements for your degree/certificate. This includes course(s) completed at COCC, course(s) completed at COCC where the final grade results in a “D”, and course(s) transferred in from previous institutions.

Not Applied to this Audit				
Course	Title	Grade	Credits	Term
BA 101Z	Intro to Business	ATR	10	Fall 2018
Satisfied by: BA101 - Intro to Business - Chemeketa Cmty College				
CIS 120	Computer Info Science	ATR	10	Fall 2018
Satisfied by: CIS120 - Computer Info Science - Chemeketa Cmty College				
WR 122Z	Composition II	ATR	4	Fall 2024
Satisfied by: WR122Z - Composition II - Oregon State University				

GRADTRACKS AUDIT – INSUFFICIENT SECTION

This section shows when completed course(s) are insufficient enough to apply to the degree/certificate block of your declared program. This illustrates any course(s) listed in this section do not have a passing grade (F/NP) or course(s) that have a “W” for a final grade, resulting in a Withdrawal of said course(s).

Insufficient 				
Course	Title	Grade	Credits	Term
WR 121Z	Composition I	W	0	Fall 2024

GRADTRACKS AUDIT – IN-PROGRESS SECTION

This section shows when students are registered for course(s) for an upcoming term. This illustrates all course(s) a student may be registered in for all term(s) available for registration.

If you see an in-progress course in your GradTracks Audit and the term has ended, please reach out to Admissions & Records at 541-383-7500 or email myprogress@cocc.edu to review

In-progress 				
Course	Title	Grade	Credits	Term
COMM 218Z	Interpersonal Communication	--	(4)	Winter 2026

GRADTRACKS AUDIT – NOTES SECTION

This section shows any advisor notes left on the student’s GradTracks audit. This is an important section to review, if your advisor utilizes this section, as it documents the conversation(s) you have had with your advisor, the planned course(s) you discussed during your advising meeting(s), and other important program-related information.

Notes 		
Description	Created on	Created by
Reviewed degree requirements, progress to date. (Test note - 9/27)	09/27/2022	Winchester, Kyleigh

GRADTRACKS WHAT-IF ANALYSIS

At the top of the GradTracks Audit, there is an additional tab available to students referred to as the “What-If Analysis”. A “What-If” Analysis allows you to see what a degree/certificate audit would look like if you were to decide to change your program/major, and plan how future classes taken might satisfy degree requirements.

To run a “What-If” Analysis, complete the following steps:

- Click on the “What-If” tab
- Click on the “Areas of Study” dropdown list
 - Select the Program/Major you are interested in viewing
 - The Degree/Certificate type will auto-populate once the Program/Major is selected
- Leave both the “Catalog Year” and “Additional areas of study” section as-is
- Click on the “Process” button

A new audit will be displayed based on the new program/major you selected to review.

What-If Analysis

☐ Use current curriculum

Program

Catalog year *
2025-2026

Degree *
Associate of Science

Areas of study

Major *
Agricultural Science (AS)

Additional areas of study

Future classes

Subject

Number

ADD

RESET PROCESS

If I use the “What-If” analysis, does this mean I have changed my major?

No, you have not changed your major. The “What-If” analysis is a tool to determine how your current coursework fits into the program requirements of a different degree/certificate than what you are currently declared in.

If you would like to change your program/major, please connect with your faculty advisor.

If your faculty advisor is unavailable, please reach out to CAP services at 541-383-7200 or email capservices@cocc.edu

GRADTRACKS HELP & CONTACTS

If you have questions or need assistance with using GradTracks, please check out the [GradTracks FAQ page](#) or call Admissions & Records at 541-383-7500.