Your Academic Information

All SAIC students are required to understand their Academic Information and know how to access it. To access, go to saic.edu/students > Quicklinks > Self-Service

Become familiar with the following tile on Self-Service:

When you click on the Academic Records title, you can view:
- Course History
- Grades
- Unofficial Transcript / Advise Report

Please Note: Official Transcripts can be requested here: http://www.saic.edu/academics/registrationandrecords/records/transcriptrequests

Most importantly, you will need to become familiar with using your Advisement Report and reviewing this information before meeting with your Academic Advisor. Select Unoff Transcript/Advise Report from the navigation, followed by View My Advisement Report — please make sure you allow pop-ups, to view the PDF document.
Your Advisement Report gives you a summary of your degree plan, how many credits your degree plan requires, and how many credits you have completed. The first part of your report will show your personal information, transfers credits (when applicable), and the classes you took semester by semester.

Please Note: In Progress Courses (where no grade is posted), transfer credits (T), grades that have not been reported (NR), and grades of incomplete (INC) are included in the Advisement Report. If you withdraw or drop courses, or fail to earn credit for In Progress or incomplete courses (or for courses where the grade has not been reported – NR), you will have to rerun your advisement report and/or factor these changes into your planning.

The Academic Advisement Report shows the requirements for your degree and what you have remaining by individual sub-category. Look out for Requirement Not Satisfied for unfilled degree requirements.

The words required/actual/needed and the correlating numbers throughout the report show what you have left to complete.