How to Print Out Your Degree Evaluation

1. Click on "MYLAMARPA" blue tab



2. Enter your user name and password

(Make sure your pop-up blockers are turned off on your internet browser)



If you have forgotten your password you can reset it online or contact the

Help Desk at (409) 984-6150.

3. Click on the "My Services" blue tab

| My.LamarPA.eda | | | | | | |
|--|-----------|-----------------------------------|--|--|--|--|
| My Account Content Layout My Home My Services My Courses My Bann | er My Lil | brary 🖌 My Spot 🖌 My Tutorial | | | | |
| | | Campus Announcements | | | | |
| Your password expires in | | Read the Latest News about LSCPA! | | | | |
| 56 days | | Personal Announcements | | | | |
| Change Your Password | | There are no announcements | | | | |
| | | | | | | |
| | | | | | | |
| Bookmarks | | | | | | |
| ➢ JA-SIG Homepage ➢ SunGard Higher Education Homepage | | | | | | |
| | | | | | | |

4. Click on the "Students" blue tab & Then Click on the "Students Records" link

| Bearch | RETURN TO MENU SITE MAP HELP |
|--|--|
| Student | |
| Registration Check your registration status, class schedule and add or drop classe Student Records View your holds, grades and transcripts | 15 |
| Student Payment Center View or update your payment profile, direct deposit, installment plan account summaries, refund status information and more | s, or e-bills; pay tuition with a credit card or online check; setup access for people to pay on your behalf; view you |
| Student Tax Information | |

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5. Click on "Degree Evaluation" link

| Personal Information Student Financial Aid Employee | |
|---|------------------------------|
| Search Go | RETURN TO MENU SITE MAP HELP |
| Student Records | |
| View Holds | |
| Final Grades | |
| Academic Transcript | |
| Request Academic Transcript | |
| View Status of Transcript Requests | |
| Degree Evaluation | |
| Course Catalog | |
| View Student Information | |
| Class Schedule | |
| View Test Scores | |
| RELEASE: 8.8.2 | |

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| 6. Select term & Click the " Submit " link Personal Information Student Financial Aid Employee | | | | | | | |
|---|-------------------------|------|--|--|--|--|--|
| Search Go | RETURN TO MENU SITE MAP | HELP | | | | | |
| Select Current Term | | | | | | | |
| Please select the current term. | | | | | | | |
| Select a Term: Spring 2018 | | | | | | | |
| Submit RELEASE: 8.7.1 | | | | | | | |

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7. Scroll down and Click "Generate New Evaluation", and wait a moment.



New Screen generates, print this and give to Financial Aid