**Introduction**

The Degree Progress Report (DPR) details your progress toward completion of Master’s/Doctoral requirements. It places coursework into CSUN degree requirement sections and identifies requirements you still need to satisfy in order to graduate.

This guide explains how to navigate to and print a DPR.

**Step 1**

Log into myNorthridge at [www.csun.edu](http://www.csun.edu) with your CSUN User ID and Password.

**Step 2**

Your myNorthridge page displays.





Select the **Academics** tab, locate **Chart My Academic Progress** (box), and click the **Degree Progress Report (DPR)** link.

**Step 3**

The **Submit Report** page displays.



Student I.D.

Student’s Name

 Click the **Submit Request** button.

**Step 4**

2



1

Student I.D.

Student Name

A message box appears indicating that your request has been submitted successfully.

Click the **OK** button.

Then click the **View Report** tab to change pages.

**Step 5**

On the **View Report** page



Click **Refresh** to display the report link. If the screen displays **Processing**, wait. If necessary, click **Refresh** until a **View Report** link appears.

**Step 6**



Student Name

Student I.D.

When your report is ready, the Status column displays **Finished**.

Click the **View Report** link.

***Note:*** If you have recently requested any reports, several links may display. Select the link with the latest **Run Date/Time** to view your most current data.

**Step 7**



Student name & I.D.

Print the report as you would any document.