



1. Log in to **MyU**.
2. Select the **Academics** tab, and then click the **Degree Progress** sub-tab.
3. Then click the **"GPAS"** link at the bottom of the screen.
4. Click the **Browse Course Catalog** button.

5. Navigate to the subject area for the course you would like to add. Click the subject code to display or hide information.

6. Locate a course in the requirements you have not yet completed or enrolled in and check the box next to it.

7. Click **Add To Planner**.

8. View the confirmation that the course has been added to your planner.

9. When you're finished, return to the GPAS planner by clicking the **"GPAS Planner"** link at the top of the page.