1. Log into **MyU**.
2. Select the **Academics** tab, then the **Degree Process** sub-tab.
3. Ensure your GPAS satisfies all program requirements by clicking on **Plan By My Requirements**.
4. Ensure that all sections of your program are satisfied by your plan.
5. Ensure that there is no duplicate coursework in the planner.
6. Return to the GPAS by click the **GPAS Planner (GRAD Only)** tab at the top of the screen.

6. Scroll to the bottom of the page and click **Submit**.

7. View the confirmation that your plan was successfully submitted.