

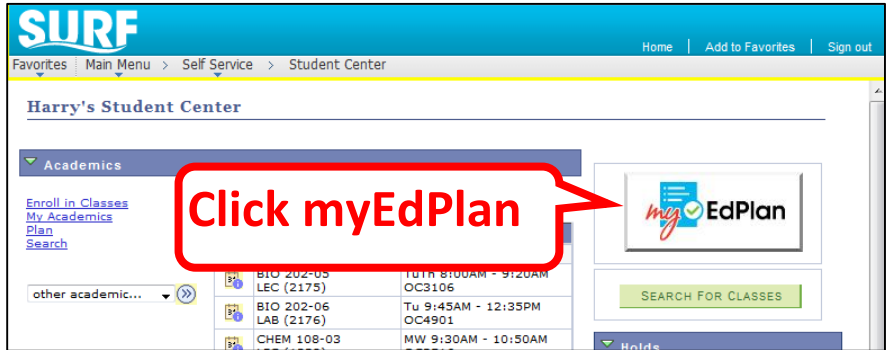
Student Quick Reference Guide

Adult High School Diploma



Access myEdPlan

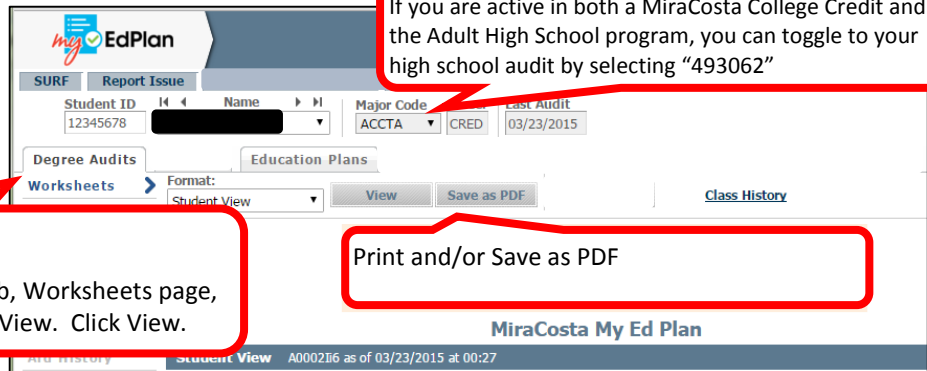
1. Open Chrome or Firefox (do NOT use Internet Explorer)
2. Navigate to SURF
<https://surf.miracosta.edu>
3. Login to SURF using your normal username and password.
4. In your Student Center, click "myEdPlan"
(You may be prompted to login again.)



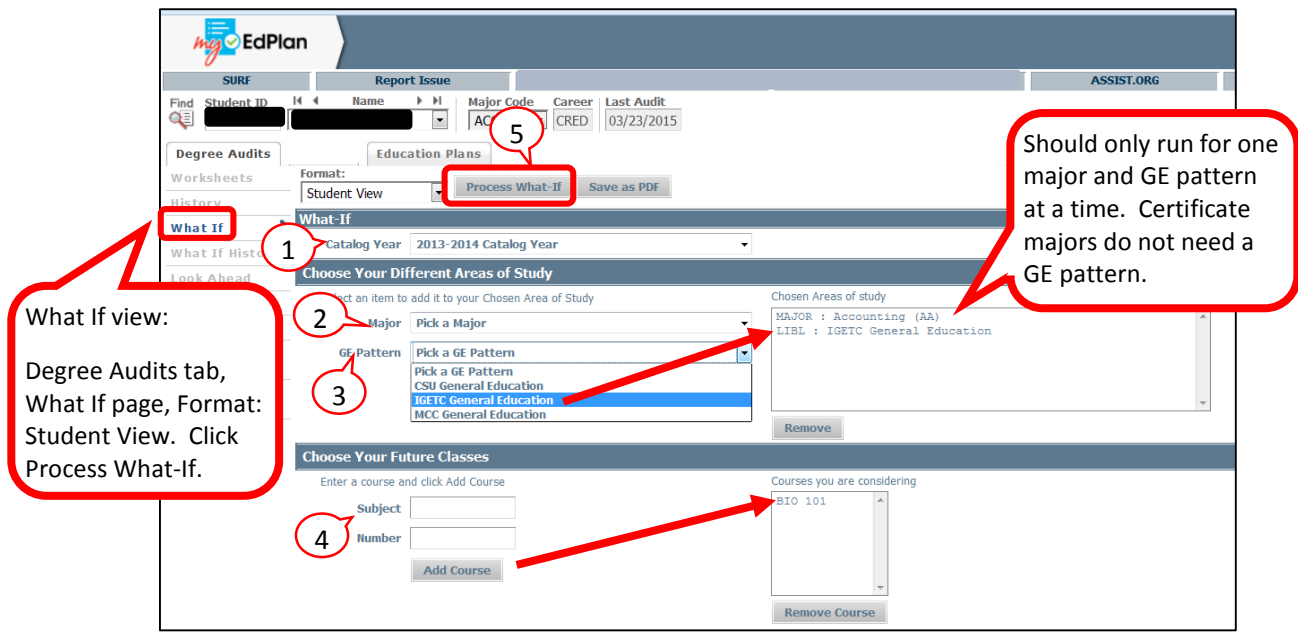
Reminders

- External credit from other campuses may be reflected as a reduction in units required. A notation below the requirement will display. You must submit your transcripts for evaluation to see this reflected on your audit.
- Preparation courses for transfer to another institution will not be reflected on the degree audit, but may be reflected on your semester-by-semester education plan.
- The degree audit does not include prerequisite or remediation requirements, but these should be included in the semester-by-semester plan.
- The semester-by-semester plan will not check for unmet prerequisites, co-requisites, or remediation requirements when building a plan.
- See your counselor for help reviewing and interpreting your degree audit or semester-by-semester plan.

Degree Audit – A list of outstanding and completed academic requirements for completing your goal at MiraCosta.



What-If – Allows you to explore MiraCosta college level majors and certificates. Choose the current catalog year if you plan to start a program in the future. Not all majors are offered in all Catalog Years, and may not have audits.



Education Plans (semester by semester plans)

Education Plans tab

Change the view of a single plan – Calendar is the main view.

Go to the full list of all plans created by you or a counselor

Note on overall plan.

1 CRITICAL course not taken = Off-track item and off-track semester.

2 Off-track semesters = An Off-track plan

Note on plan item, click to view.

1 non-critical course not taken = Warning.

Print to PDF.

Run against degree audit as planned courses.

REMINDER: A student can only have 1 ACTIVE (official/current) plan for their current major. The ACTIVE plan should also be LOCKED (the student cannot edit). Counselor must set this.

Add/Delete term

1

2

3a

3c

3b

CREATE NEW PLAN

1. Add description
2. Add semester buckets
3. Add courses to the plan from Still Needed (3a - from audit), Courses (3b - all courses in catalog), or by adding a blank Course row (3c – course, placeholder, choice, etc).
(Recommended SAVE at this point!)

Create a copy of a plan by changing the plan Description, then clicking Save As... (like using Save As on a Word Document – if you just click Save you overwrite the original).