University of Kentucky

HOW TO CHANGE A CATALOG YEAR

Wildly Possible
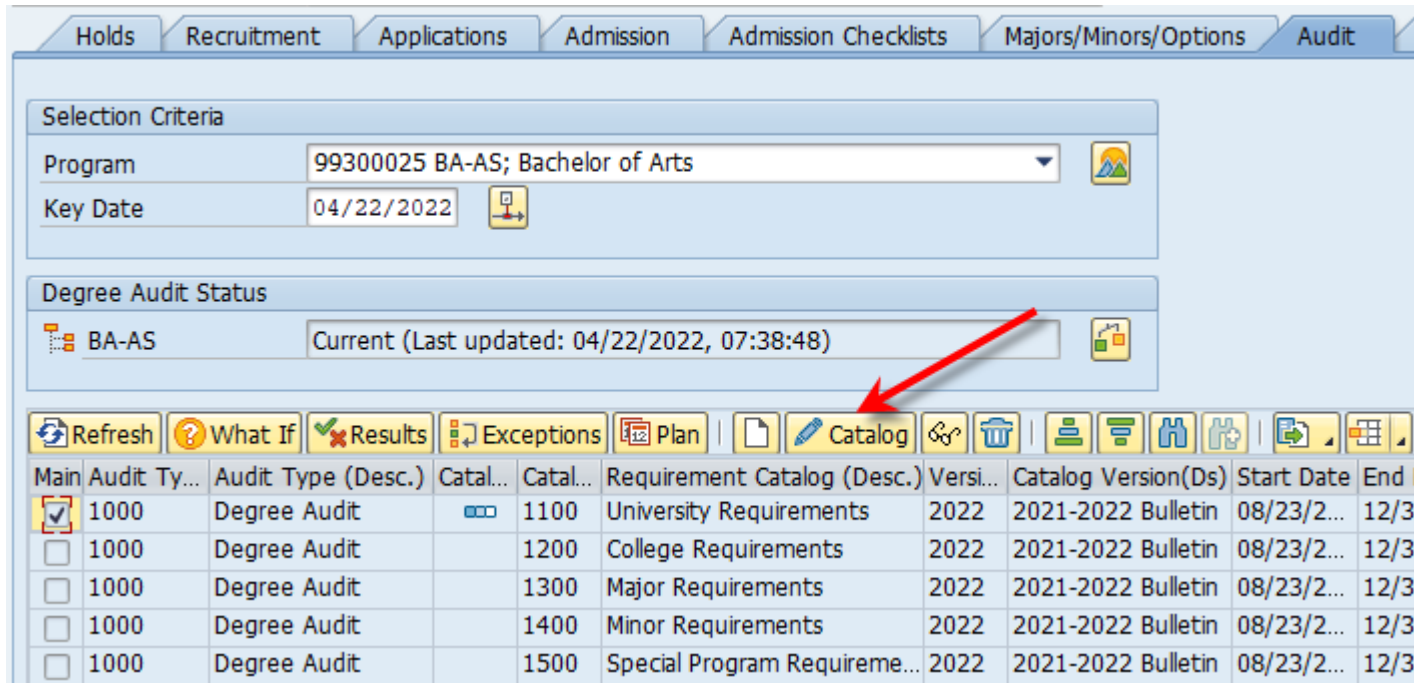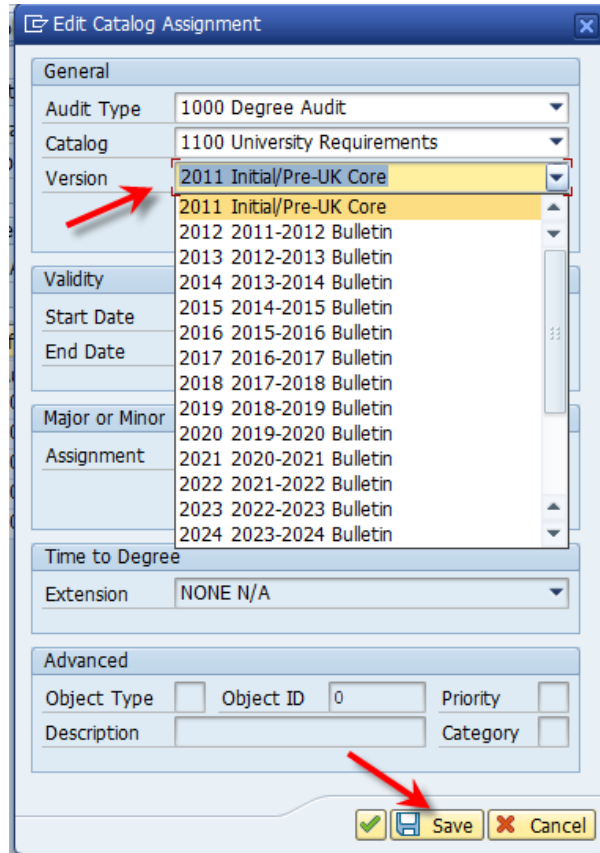
From the Audit tab in Student File (SAP), highlight the Degree Audit **Requirement Catalog** – **Catalog Version** you would like to change, then click the "Edit Catalog" button.

Wildly Possible

In the pop-up window, select the desired catalog version from the **Version** dropdown menu. Then, click "Save".

Wildly Possible

The selected catalog year has now been changed. The student's Degree Audit will reflect this change after it has been refreshed.

Wildly Possible

QUESTIONS?
CONTACT TEAM GPS AT
TEAM-GPS@LSV.UKY.EDU