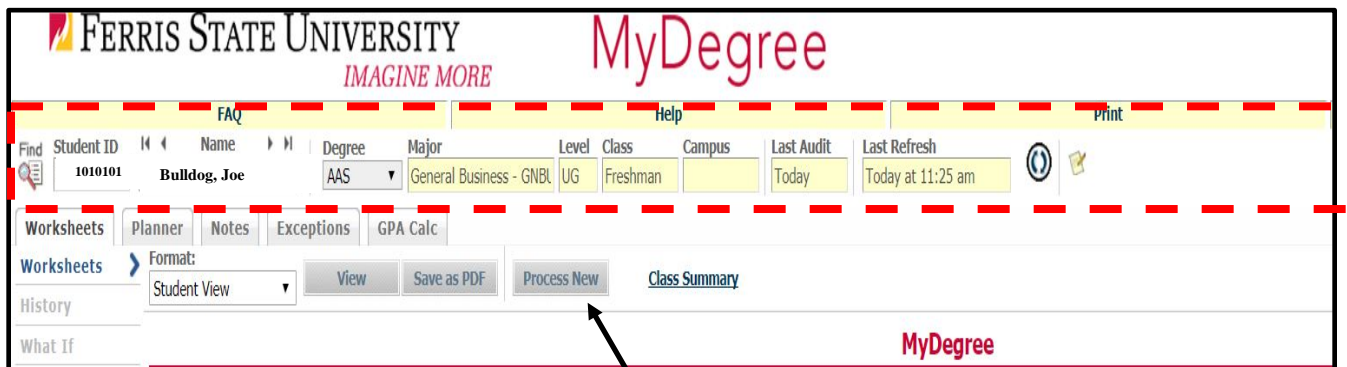


## 5 – Refresh Data/Process New Audit

(for location of the Process New button, see image on page 8 and look for the number 5)

MyDegree receives all of its data from Banner/MyFSU with a nightly upload. If a student received, new data (grades added, classes dropped or added, program change etc.), a new degree audit will automatically generate. If there is a concern, the data in MyDegree is out-of-date, refresh the data and generate a new audit by pressing the “Process New” button. (See image below numbered “5”).



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