**Proof of A&P and/or Nutrition**

To show proof that you have completed the following courses; BIOL 2401 and 2402 Anatomy & Physiology I & II, and/or HECO 1322 Nutrition, you must bring a printed copy from My San Jac GPS or Degree Evaluation to the VN Department for your application packet.

Students that attended during or after Fall 2013 need to submit a My San Jac GPS report. Students that attended before Fall 2013 need to submit a Degree Evaluation.

**MY SAN JAC GPS**

You can complete My San Jac GPS online in SOS by following the steps below.

**STEPS TO PRINT A MY SAN JAC GPS ONLINE:**

Step 1: Go to the San Jacinto College website at [www.sjcd.edu](http://www.sjcd.edu). In the top right hand corner, there is a login for SOS. Enter your User ID & PIN. Click Login.

Step 2: Click on *My Student Records, Registration, Financial Aid and Orientation.*

Step 3: Click on *My Student Records.*

Step 4: Click on *Perform Degree Evaluations – My San Jac GPS.*

Step 5: Click on *What If* under the worksheets tab.

Step 6: Select *Certificate of Technology* from the Degree drop down.

Step 7: Select *Licensed Vocational Nurse Cert* from the Major drop down.

Step 8: Click the *Process What-If* button near the top of the screen. This process may take a few minutes to generate the request.

Step 9: Requirements that are still needed will be marked “Not Complete.” Requirements that have been fulfilled will be marked “Complete.”

Step 10: Click *Print* on the top right corner. Take a copy to Orientation.

If you need assistance interpreting your My San Jac GPS report, bring a copy to the Counseling Office.
You can complete your Degree Evaluation online in SOS by following the steps below.

**STEPS TO PRINT A DEGREE EVALUATION ONLINE:**

Step 1: Go to the San Jacinto College website at www.sjcd.edu. In the top right hand corner, there is a login for SOS. Enter your User ID & PIN. Click Login.

Step 2: Click on *My Student Records, Registration, Financial Aid and Orientation.*

Step 3: Click on *My Student Records.*

Step 4: Click on *Degree Evaluation.*

Step 5: Select the CURRENT term and click **Submit.**

Step 6: Click *What-If Analysis* at the bottom of the screen.

Step 7: Select the CURRENT term. Click on **Continue.**

Step 8: Select *Nrsg-Licensed Voc Nurse Cert* from the drop down. Click on **Continue.**

Step 9: Select *South Campus.* Verify that the major is available in the drop down box. Click on **Submit.**

Step 10: Select the CURRENT term. Click on **Generate Request.** This process may take a few minutes to generate the request.

Step 11: Requirements that are still needed will be marked “Not Met.” Requirements that have been fulfilled will be marked “Met.”

Step 12: Click on the down arrow next to the print icon, select **Print Preview,** click on **Landscape** option and **Print.** Take a copy to Orientation.

If you need assistance interpreting your degree evaluation, bring a copy to the Counseling Office.