1) Login into SSB by accessing <myEOL> at the NCCU Website. www.nccu.edu.

2) At the Intranet, select the <BANNER SSB> link located under the Personal Assistance box.
3) You will be directed to the <Main Menu>.

4) At the <Main Menu> select the <Student & Financial Aid> link.
5) At the <Student Services & Financial Aid> menu, select the <Student Records> hyperlink.

6) At the <Student Records> menu, select the <Degree Evaluation> hyperlink.
7) At the `<Select Current Term>` menu, use the drop-down box and select the current term and click `<Submit>`.

8) At the `<Degree Evaluation Record>` page, select the `<Generate New Evaluation>` hyperlink from the menu at the bottom of the page.
9) At the `<Generate New Evaluation>` page, select the `<Program>` radio button, select the current term from the drop-down box and select the `<Generate Request>` button. (Please wait a moment for processing.)

10) You should now be viewing the Degree Evaluation output. Please print for your records.