How to Pull Your D.A.R.S Report

1. Visit my.asu.edu
2. Login to your “My ASU”
3. My ASU will open with two tabs on the far right; one labeled “My Info” the other labeled “My Stuff”
4. If not already open, please click the “My Info” tab (circled below).
5. Under the “My Programs & Advising” Click “Degree Audits (DARS)”
6. This will navigate you to the “List Completed Audits” page

7. Click “Request New Degree Audit” (circled above)

8. This page will be on display

10. Under “Area of Interest:” select “FilmMedia”
11. Under “Field/Specialization:” select “Society”
12. Under “Degree Prog:” select “LA FMS-E BA – Film & Media Studies (Society), Tempe 2007-”
13. Under “Catalog Year:” select “Fall 2008”
14. Your page should now view like this:
15. Please select “Submit a New Audit” (circled above)
16. The Audit may take a few minutes to load, periodically press “Refresh List”

Note: If Audit Report terminates with an error it will not appear in the Audits Completed table below. Please check all info and re-submit.

![Audit in Queue](image1)

17. Once the Audit loads, click “Open Audit”

![Audits Completed](image2)

18. You have now successfully pulled your DARS report! Your “DARwin Interactive Audit” will open in a new window. Please note that the information on your page will vary, depending on your status.

![Audit Information](image3)

19. At this point, click “Open All Sections” (circled above)
20. Then click “Printer Friendly” and print your page.

**PLEASE REMEMBER TO BRING YOUR D.A.R.S. REPORT WITH YOU TO YOUR ADVISING APPOINTMENT!**