

EPE iPOS Guide

- Read the Welcome Page
- Profile > Go through all pages under the profile section
- For now you can add courses from transcript after registering and save as draft

Courses → Previous Degree (in order to complete this step your official transcript will have to be received by the transcripts dept.)

Previous Degree

Have you been approved to apply a previously awarded master's degree towards this Doctoral degree? Yes ▼

Please note: You will need to add the Blanket Hours in the appropriate section(s) on the Course Admin page. Transfer hours should not be added individually unless they were not used towards a previously awarded degree.

How many Blanket Hours have you been approved to use? 30 ▼

Select the degree you have been approved to apply to your doctoral degree. If you have earned a master's degree that is not listed below, please contact Admission Services regarding your transcripts.

Courses → Course Admin

Anticipated Graduation Term

Required Core (21 credit hours)

Electives (45 credit hours)

- Add 30 Blanket hours here

Courses should be selected in consultation with your program advisor

Select	Description
☒	Blanket Hours

To add a course for this requirement, select the appropriate button below.

Add from Transcript

Add Future Course

Add Transfer Course

○

CancelCourses (72 credit hours)Done

Select the Term and number of Hours for each course listed.

Certain omnibus and repeatable courses will require that you select or enter a Course Title. Please select one of the available choices. If none are listed, please enter the Course Title.

You will not be able to select a future course term that is greater than your Anticipated Graduation Term. Please update your Anticipated Graduation Term if needed.

Anticipated Graduation Term 2028 Fall ▼

Select	Description	Hours
☒	Blanket Hours	30 ▼

- Fill in the rest as you register

Research (6 credit hours)

Open Courses

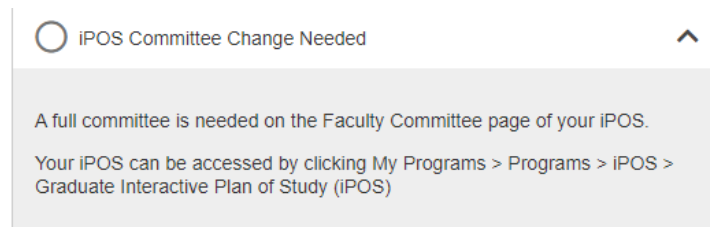
Culminating Experience (12 credit hours)

- EPA 799: Dissertation (6 hours)
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 - You will add the dissertation credits to your last two semesters in the program

Total Hours: 84

Advisors → Faculty Committee → Chair

- You will only list faculty advisor as your chair
 - This is temporary and will change once you have an approved committee
 - **It is normal for MyASU to show "Committee Change Needed."** When you see this, know no further action is required by you. Later in the program, when your full committee is assigned, you will update the iPOS accordingly.
 - Example of message on MyASU:



**This will need to be completed before you schedule your Comprehensive Exams.*

Red Exclamation Mark - Course Status/Updating Courses

- If you see a red exclamation mark on your iPOS Course Admin it is because your courses need to be updated. You have probably registered for a different course than you chose when you originally completed your iPOS.
- Follow these directions to remove it: click on the greater than symbol (>) that is to the right of the red exclamation mark and then select Remove. Select the red box of the section that needs to be corrected, select add from transcript, select the box of the courses that need to be re-added, select Next, Select Done