Login to Your Account

• **Requirements:** You must have your **WPI email** active. WPI email and its password are your login credentials.

• **System Link:** [https://ds-grads.wpi.edu](https://ds-grads.wpi.edu)
Plan of Study Submission
Plan of Study Submission

• Login to the system. You should see content similar to the figure below
• Click on “Plan of Study” icon
Create New Plan of Study

• If you do not have previous submission, you will see a screen as below. Click on “Creating a new Plan of Study”

• If you have previous submission, you will see a screen as below. Click on “Create a new blank Plan of Study”
Create New Plan of Study (Cont’d)

• After you create a new blank Plan of Study, a new entry will appear in the table as shown below.
• Click “View” to open and start editing the plan of study
Edit Plan of Study

In this section, start adding the courses you plan to take.

You can add previous semesters.

You can add future semesters.

Read only section. It is automatically adjusted to reflect which requirements have been completed based on your plan of study.

You can add comments and notes. It will be visible during the approval process.

Either save for further editing or submit for approval.
View/Delete/Duplicate Plan of Study

- After you click “Plan of Study” from the main dashboard page. You can see all previous plan of studies ordered by date.
- Click the “View”, “Delete”, or “Duplicate” link as needed.

If your plan of study is “Draft”, then view will allow you to edit it. Otherwise, if the plan of study is submitted, you can just view the content in a read only mode.

Creates a new plan of study and adds a new entry into the table. The content of this plan of study will be copied to the new one.

Deletes your plan of study.