How to View an Athletic Eligibility Audit

1. From the ECU Main Web page (www.ecu.edu), click the Pirate Port link.
2. **Log into Pirate Port** with your Pirate ID and Passphrase.
3. **Click** on the **Main SSB Menu** link from the “Banner Self Service Links” widget.
4. **Click** on the **Continue Button** after reading the “Something Important to Know” popup window.
5. From the Banner Self-Service main menu. Select the **Faculty and Advisors** link
6. Click on **Advisee Information Menu**
7. **Click** on the **Degree Works** link. **TIP:** Right Click the link to open Degree Works in a new window or Tab.
8. **Click the Find button or enter the Banner ID** of an advisee to begin using Degree Works.

9. **Click on the Athletic Eligibility link or the left side of the window**