

ORACLE'S PEOPLESOFT STUDENT ADMINISTRATION

ENROLLMENT SERVICES



MEET ENROLLMENT GOALS

- More flexibility to meet your institutions unique needs
- More innovative ways to facilitate collaboration and keep pace with change
- More tightly integrated processes to immediately connect information to action

It is a new and challenging era for education. Higher education institutions face increased global competition to attract and retain students. Student expectations for easier, more convenient access to information, self-service transactions, processes, and learning modes continue to accelerate—especially as tuition costs and other fees rise at unprecedented rates. Meanwhile, increasing regulatory demands place additional stress on your administrators, researchers, and faculty to track, measure, analyze, improve, and report on the performance of their particular operational areas.

Oracle Student Administration Solutions for Higher Education

In order to help higher education institutions effectively meet and adapt to the changing needs and expectations of all their constituents, Oracle works closely with a wide variety of types and sizes of colleges and universities, standards bodies, higher education associations, and education industry leaders to develop and deliver the most responsive and comprehensive student administration system available today. Oracle's PeopleSoft Student Administration Release 9.0 is a feature-rich student information system that focuses on three fundamentals:

- **Adaptability**—more flexibility to meet your unique needs without costly customization, more intuitive self-service functionality, and more choices in how you manage your institutional processes.
- **Innovation**—better student and advisor collaboration to facilitate academic achievement, and increased user-empowerment to meet continually changing or unique requirements—all resulting in a lower total cost of ownership (TCO) over time.
- **Insight**—more tightly integrated information and collaboration to improve interaction and connect information to action.

Oracle's PeopleSoft Student Administration Solution includes three modules that help you better manage all the processes involved in enrollment: PeopleSoft Recruiting and Admissions, PeopleSoft Student Records, and PeopleSoft Academic Advisement.

Recruiting and Admissions

Higher education institutions continue to face increased global competition for students which requires more flexibility and insight to build relationships with prospects, monitor progress, and measure the effectiveness of multiple, complex programs and interactions with prospective and accepted students. With PeopleSoft Recruiting and Admissions you can more effectively plan recruiting and admissions activities, target independent recruiting programs to specific student populations,

track progress towards enrollment objectives, manage external course credit transfer, administer changes in academic programs for new students, and continuously improve the integrity of your prospect and applicant database.

Capture and Analyze Recruiting Information

- Capture information about prospective students through configurable self-service request-for-information pages.
- Create prospective student records from test agency data loads with flexible and straightforward tools.
- Upload application information from search and testing agency and application partner databases.
- Maintain information about recruiters, including their role, the types of students they work with, service regions, and special interests.
- Assign regions, categories, and recruiters to prospects based on bio-demographic data, address data, recruiting status, and recruiting center.
- Organize prospective students by geographic region, interests, extracurricular activities, their level of interest, and more.
- Coordinate recruitment events for programs targeting specific student populations.
- Develop tailored communication plans based on a prospective student’s characteristics.
- Load and assign Enrollment Planning Service (EPS) market codes to external organizations to help focus recruiting activities.
- Collect and analyze recruiting activity data about college fairs, open houses, recruiting trips, interviews, mailings, and publications.
- Use Population Selection to easily cleanse prospect and admission applicant data, making it easier to manage recruiting and enrollment programs.

Delete An Application

Choose Applications to be Deleted							Customize Find View 4 First 1-5 of 5 Last	
Application	Application Details							
Application Number	ID	Name	Delete Communications	Delete Checklists	Delete Comments			
1 00024323	SRTS0001	David Losholl	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+ -		
2 00024322	CCCG0048	Aline Simpson	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+ -		
3 00024321	CCCG0047	Joe Black	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+ -		
4 00024320	CCCG0046	Antonio Ridal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+ -		
5			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	+ -		

More efficient process for deleting individual prospects or groups of prospects to improve recruiting campaign results by keeping data current.

Configure Transfer Credit and Application Processing

- Load transcripts, tests, and applications from external agencies and central application services.
- Allow student online access to transfer status and transfer credit modeling.

- Reduce complexity through user-friendly pages for administrative transfer credit data maintenance.
- Provide an integrated self-service option for the students to enter their external courses for transfer modeling with an administrative access to review, capture, and evaluate those same courses.
- Track external course grade changes and grade history during the transfer process.
- Maintain multiple applications for an individual applicant.
- Tailor admission requirements and processing for each academic program.
- Create admission rating schemes and criteria for automated evaluations.
- Automatically update evaluations and applicant status based on a program’s individually defined criteria.
- Allow applicants to track application status on self service.
- Allow applicants to accept or decline admission and pay deposit fees online.
- Admit students without going through the formal admissions process using a Quick Admit/Enroll transaction.
- Increase administrative control of data using flexible methods to delete prospect or applicant records individually or in groups.

External Education | Courses and Degrees | Regional | **Self Reported Courses**

Sevilla Flores SRTS0003

Self Reported Courses Find | View All First 1 of 1 Last

External Org ID: 000010146 Long Beach City College

Check All Clear All

External Courses Customize | Find | View All First 1 of 1 Last

Copy to Education	School Subject	School Course Nbr	Course Name	Units Taken	Grade Input	External Term	Term Year	Course Level
1 <input type="checkbox"/>	ENGL	14	Critical Thinking	3.00	A	Fall	1997	Regular

Course Defaults

*Data Source Self-Rpted

*Course Type Course

Copy Select

Admissions administrators and students can better track and manage transfer credits.

Manage and Analyze Prospect and Application Data

- Access an uncomplicated enrollment target and tracking structure.
- Display enrollment target results to track progress toward institutional recruiting efforts.
- View a list of people who meet the target selection criteria.
- Create a template from existing targets so you can easily copy information into a new target.

- Generate enrollment management reports of both target and actual enrollment levels.
- Analyze admissions decisions and patterns by examining enrolled applicants and length of time to graduation, admissions history for schools at which you recruit, and reasons applicants selected or declined to attend your institution.
- Adapt to changes in academic program and curricula that are no longer to be offered to incoming students yet maintain the ability to manage those same programs for students currently enrolled.
- Utilize flexible Population Selection tools to easily choose and cleanse prospect and admission applicant data, making it easier to manage recruiting and enrollment programs.

The screenshot displays the configuration page for the 'Liberal Arts Undergraduate' program. The interface includes a navigation bar with tabs for 'Academic Program', 'Standing/Honors', 'Taxonomy/Campus', 'Repeat/Incomplete', and 'Enrollment'. The main content area shows various fields for program configuration, such as 'Effective Date', 'Description', 'Academic Career', 'Grading Scheme', and 'Default Campus'. The 'Primacy Nbr' field is highlighted with a red circle and contains the value '10'. A 'Career Pointer Exception Rule' checkbox is checked, and a 'Residency Required' checkbox is unchecked. A 'Financial Aid Eligible' checkbox is checked. A 'Primacy Nbr' field is circled in red. A 'Last Prospect Date' and 'Last Admit Term' field are also visible. A 'Edit Advisors Against' button is present with radio buttons for 'Personal Data', 'Instructor Advisor', and 'Advisor Role'.

Administrators can continue to manage student activity in programs that are no longer being offered to new admissions.

Student Records

Processing and maintaining student records is more than efficient automation of the management of student information. Institutions today are facing the complex and sometimes conflicting demands for more security around access to student data while, at the same time, improving a user's experience to access the information they need, when they need it. In addition, institutions are finding the need for more flexibility in the way they maintain and deliver records as well as manage access to student information and self-service in a fast-changing, competitive, global environment.

Oracle's PeopleSoft Student Administration continues to enhance student records processes such as improving rule- and role-based access control, enhancing the student user experience, and boosting the capability of an institution to effectively manage the critical student information processes.

Student & Faculty Centers Speed Enrollment & Streamline Academic Progress

PeopleSoft Student Administration introduces Student and Faculty Centers to provide launch points for information and transactions related to enrollment, class schedules, grading, requirements, finances and financial aid, and admissions.

Student Center

- Enroll online in a virtual Student Center that provides a single entry point for enrollment transactions.
- Allow students to search for classes or courses, plan courses, enroll in classes, and view academic information using easy-to-access categories.
- Use navigation that leads directly to a specific action or transaction the student can execute to complete a desired task.
- View mid-term and final grades, academic standing, or any outstanding service indicators that would prevent the student from viewing this information.
- Search for courses using a wide combination of criteria including range of credit units, day, time, campus, etc.
- Use the Enrollment Back Pack to search or browse for courses and select, validate, and save for use whenever ready and able to enroll.
- Using a single launching point (My Academics), collect degree audit information, advisement what-if functions, transfer credit, course history, transcripts enrollment verification, and graduation information.

The screenshot shows the Student Center interface for a user named Khanom Keshishi. At the top, there are navigation tabs for Search, Plan, Enroll, and My Academics. Below these are sub-tabs for my class schedule, add, drop, swap, edit, and term information. The main content area is titled 'Add Classes' and includes a step indicator '1'. Below this, there is a 'Select Term' dropdown menu set to '2006 Summer' and a 'change' button. A legend indicates 'Open' (green circle), 'Closed' (blue square), and 'Wait List' (yellow triangle). The '2006 Summer Shopping Cart' table is visible, with one row for 'ARTHIST 276-SF (1010)' in room TBA, taught by P. Acosta, for 3.00 units, with an 'Open' status. On the left, there is an 'Add to Cart' section with an 'Enter Class Nbr' field and a 'search' button. Below that, there are radio buttons for 'Class Search', 'My Requirements', and 'My Planner'.

Student Center enhancements improve navigation and student experience.

Faculty Center

- Access personal portfolio information for review and update.
- Use dynamically functional class rosters to view student information and send notifications to students on those rosters.
- Access weekly class schedules or lists of scheduled classes.
- View final exam schedule for each term in a list or in a weekly schedule.
- Conveniently link to View Advisee component dedicated to the support of advising process.

Enrolled Students				Customize Find		First	1-3 of 3	Last
		ID	Name	Grade	Units	Program and Plan	Level	
<input type="checkbox"/>	1	SR12206	Kalombo,Chantal	Graded	3.00	Liberal Arts Undergraduate - Biology (BS)	Freshman	
<input type="checkbox"/>	2	SR12201	Keshishi,Khanom	Graded	3.00	Liberal Arts Undergraduate - Psychology	Sophomore	
<input type="checkbox"/>	3	SR12202	Lancet,Amit	Graded	3.00	Liberal Arts Undergraduate - Philosophy (BA)/English Minor	Freshman	

Clicking on the icon displays the students picture and high-level academic information.

Enhance Transcript Production with Flexible Transcripts

PeopleSoft has introduced a new, powerful transcript reporting capability that institutions can use to produce transcripts designed how they want them to look and delivered in a PDF format to administrators and students through self-service.

- Use a delivered component to select transcript data, location, and sequence and define all of the transcript types an institution requires
- Use delivered transcript templates to create transcript documents or use flexible reporting tools to design new templates.
- Easily assemble groups of students for transcript production using Population Selection tools.
- Process multiple transcript requests with multiple destinations.
- Process transcript requests for individual students or for a group of students.
- Request transcripts for release on future dates or in conjunction with future events.
- Generate and access transcript request history by student, alumni, and institutions, departments, employers, or other organizations where forwarded.
- Allow students to securely order transcripts online.
- All students to order enrollment verification reports and specify the data to be pulled into these verifications.

Streamline the Class Enrollment Process with Flexible Class Permissions

A more flexible class permissions process means delivering better service to students while maintaining your ability to track, monitor, and manage the process.

- Specify conditions for class number override that include closed class section, requisites not met, required consent, career restrictions and time period restrictions or any combination of restrictions.
- Record and track permissions and complete history.
- Control permission-to-drop class only with academic override.

Innovative, Flexible Student Group Creation

Colleges and Universities like yours need to track groups or types of students for reporting and control purposes. But the types, groups, and communities of students you are required or want to track change from time to time. Oracle’s PeopleSoft Student Administration lets you securely accommodate the creative ways in which student groups are used and accessed.

- Assign multiple individuals to a selected group.
- Create a group, specify values, and easily run an assignment process.
- Easy-to-access student group view online with filters to select criteria.
- Increased security configurability to control access, view, and more granular specification of what student information can be viewed by each individual.

Process Student Groups

Run Control ID: 2ljb [Report Manager](#) [Process Monitor](#) [Run](#)

Population Selection

Population Selection

Student Group Data

*Academic Institution: PSUNV PeopleSoft University

*Student Group: HIST Historical Preservation Socy

*Effective Date: 06/08/2006

*Effective Status: Active

Comment: Decided to do Historical Society research

Student Override

Student Override [Clear Data](#)

	EMPLID	Effective Date	Effective Status		
1	FA0025	06/10/2006	Active	+	-
2	AA0001	06/18/2006	Active	+	-
3	AA0002	06/19/2006	Active	+	-
4	FA0026	06/20/2006	Active	+	-

Easily insert multiple students and assign to a group.

Academic Advisement

The key to student success is the attainment of academic goals in a planned and timely manner. This requires useful, and dynamic information to be provide to students and advisors to support critical decisions about academic progress. Improvements to the academic planning and advising in PeopleSoft Student Administration 9.0 include the Enrollment Backpack, new “what-if” capabilities, and enhanced usability in student self-service—all aimed at providing the student with accurate and timely information for planning and enrollment. These same features allow the advisor to see what each of his advisees sees and easily access degree progress, transfer credit and other academic information to better assist students in planning and managing their academic program. Also, the Program Guide option lets institutions offer students many of the Enrollment Backpack functionality if they choose not to implement the Academic Advisement module.

Enrollment Backpack: My Academic Requirements

The Enrollment Backpack is a powerful asset designed to deliver extensive academic information and transaction capabilities that provides a detailed analysis of

the student's progress towards satisfying academic goals as well as deliver the information the student needs to make informed decisions about class enrollment. Intuitive, intelligent navigation enables the student to:

- View all academic requirements and courses that can be taken to satisfy them.
- Use convenient action buttons and hyperlinks to explore course content, examine schedule alternatives, and select scheduled class sections.
- Enroll directly from the same online, interactive display.

PeopleSoft University | Undergraduate

This report last generated on 07/19/2006 10:01AM

✔ Taken
 ◆ In Progress
 ★ Planned

▶ NCAA
 ▶ Limits(TXFRP and PE)
 ▼ LAU GE Distribution

Not Satisfied: College of Liberal Arts General Education Distribution Requirements:

- Courses: 6 required, 5 taken, 1 needed

DIST - Social Science

Satisfied: Category I: Complete one course in one of the following categories: Psychology, Sociology, Philosophy.

▼ Social Science Courses

Satisfied: Social Science

- Units: 3.00 required, 3.00 taken, 0.00 needed
- Courses: 1 required, 1 taken, 0 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
PHILO 100	Introduction to Philosophy	3.00	Fall, Spring		
PHILO 150	Intro to Logic	3.00	Spring		
PHILO 240	Ethics	3.00	Spring		
PSYCH 100	Intro to Psychology	3.00	1997 Fall	A	✔
PSYCH 180	Human Sexuality	3.00	Fall		

This sample report shows courses and grades that apply towards an academic requirement and information about the in-progress or planned status of courses.

Enrollment Backpack: My Planner

The planner provides convenience and flexibility for students to plan courses on a short or long-term basis and directly enroll in planned classes as terms become available. Intuitive self-service functionality empowers students to:

- Browse the course catalog.
- Identify requirements.
- View course information and follow hyperlinks to pre-requisite information.
- Determine when courses are typically offered.
- Easily select courses and make changes.
- Save class selections for later enrollment and, when ready, enroll for the classes directly from the planner.
- Track course history showing courses the student is currently taking, has taken, transferred, and planned.

Kimberly Adams go to ...

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)
[my planner](#) [shopping cart](#) [course history](#)

My Planner

Add courses to Planner using: [BROWSE COURSE CATALOG](#) [PLAN BY MY REQUIREMENTS](#)

Delete all courses in Planner: [DELETE ALL](#)

Unassigned Courses

Select	Course	Title	Prereq	Units	Typically Offered	Delete
<input type="checkbox"/>	ANTHRO 211	Nature and Culture	yes	3.00	Summer	
<input type="checkbox"/>	ART 112	History of World Art		3.00	Spring	
<input type="checkbox"/>	ART 140	2D Design		3.00	Fall	

Move selected courses to Term: [move](#)

2006 Fall

Select	Course	Title	Units	Typically Offered	Delete
<input type="checkbox"/>	ANTHRO 101	Introduction to Anthropology	3.00	Fall, Spring	
<input type="checkbox"/>	ANTHRO 203	Early People	3.00	Fall	
<input type="checkbox"/>	ANTHRO 205	Ancient Civilizations	3.00	Fall	

Move selected courses to Term: [move](#)

2007 Intersession

Select	Course	Title	Units	Typically Offered	Delete
<input type="checkbox"/>	ART 130	Survey of Printmaking	3.00	Winter	

Enrollment backpack allow a student to easily plan their courses.

The Program Guide

Because the Enrollment Backpack is such a powerful feature for students, PeopleSoft Student Administration 9.0 is offering The Program Guide as an alternative option to institutions who have not implemented the Academic Advisement module. The Program Guide will allow students to:

- View course lists, requirements and descriptions.
- Choose courses for their planner or for enrollment.
- View courses taken or planned.
- Use all the planning and enrollment features offered in the Enrollment Backpack (without the advisement or analysis functionality).

Flexible “What-If” Scenario Planning for Academic Advisement

Students not only need current academic information about their progress toward academic goals, but in many cases they also want to know how a change or addition to those goals might affect time towards a degree, workload, and other important factors that would influence their decisions.

Using PeopleSoft’s Student Administration students and administrators can:

- Let administrators create ‘what-if’ scenarios with multiple majors and concentrations and deploy them to students for access in self-service.
- Indicate specific classes and projected grades to include in the analysis.
- View online the analysis as well as the changes and additions made.
- Access a convenient hyperlink for viewing and making additional changes to the ‘What-if’ scenario.

- Access reports previously prepared.
- Let students create new scenarios for up to three academic programs, plans, and sub-plans via the Student Center.

Create What-if Scenario

You may create a What-if Report by changing you Career, Program and/or Class Scenarios.

load latest scenario
RETURN TO REPORT SELECTION

Career Scenario

To change your career, select a new career from the menu and then select the term you'd like the change to take place.

Institution	Career	Catalog Year
PeopleSoft University	Undergraduate	1997 Fall

Program Scenario

Your current academic information defaults are below. You can override the value and enter another program area of study. Or, you can use the fields below to set up a what-if scenario based on more than one program of study. You can define up to three scenarios.

Academic Program	Area of Study	Concentration
Liberal Arts Undergraduate	English (BA)	n/a
Liberal Arts Undergraduate	Psychology	Developmental Psychology
Liberal Arts Undergraduate	Psychology	Bio-Psychology

Course Scenario

Add courses to your what-if report by entering the Course ID or by selecting a course from the catalog.

browse course catalog

What-If Course List				View All	First	1 of 1	Last
Course	Title	Units	Delete				
PSYCH 280	Cognitive Psychology	3.00					

The Student 'What-if' feature lets students develop multiple scenarios so they can more effectively plan their academic program and explore options.

Supporting the Advisement Process: Insight for Advisors

Most institutions view the relationship between student and advisor as critical to academic success and retention. In order to give advisors direct information about their advisees' progress, plans, and other pertinent information, PeopleSoft Student Administration 9.0 has added a powerful new component dedicated solely to support the advising process. This information-rich area enables the advisor to:

- View a full list of advisees, including photos.
- Access extensive information on each advisee that includes advisor access to advisee student center, general information, transfer credit, and academic history.
- View the advisee's My Academic Requirements and My Planner areas so the advisor has the same view the student has.
- Dynamically produce advising reports about individual students or groups of students as defined by the advisor.

**Oracle's PeopleSoft Student Administration
Enrollment Services Datasheet
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