COLUMBUS STATE UNIVERSITY

Enrollment & Graduation Status Change Notifications Using Banner Workflow

Presenters:
Nicholas Dick
Robert Gordy
Shahriar Husainy

georgia summit
University System of Georgia

The Previous Processes

Enrollment Status Change

- No notifications sent to students
- No notifications sent to instructors when students are NP'd (Drop No Pay)

Graduation Status Change

- No notifications sent
- The Associate Registrar emailed students individually when degrees were awarded.

Graduation Status Change Using Banner Workflow

New Process

- Workflow is fired off when students graduation status (GRST) code is updated in SHADGMQ (SHRDGMR)
- Email detailing the new graduation code, degree information, and other instructions is sent out
- Both the Student and Data Entry are notified

Graduation Status Change Using Banner Workflow

Benefits

- Increased communication with students
- Immediate notification of degrees awarded, applications received, and applications pending
- Fewer calls to registrars office about graduation questions

Graduation Status Change Using Banner Workflow

COLUMBUS STATE UNIVERSITY

Dear Robert,

CSU ID: 999999999

This message is to confirm receipt of your graduation application for Fall Semester 2015.

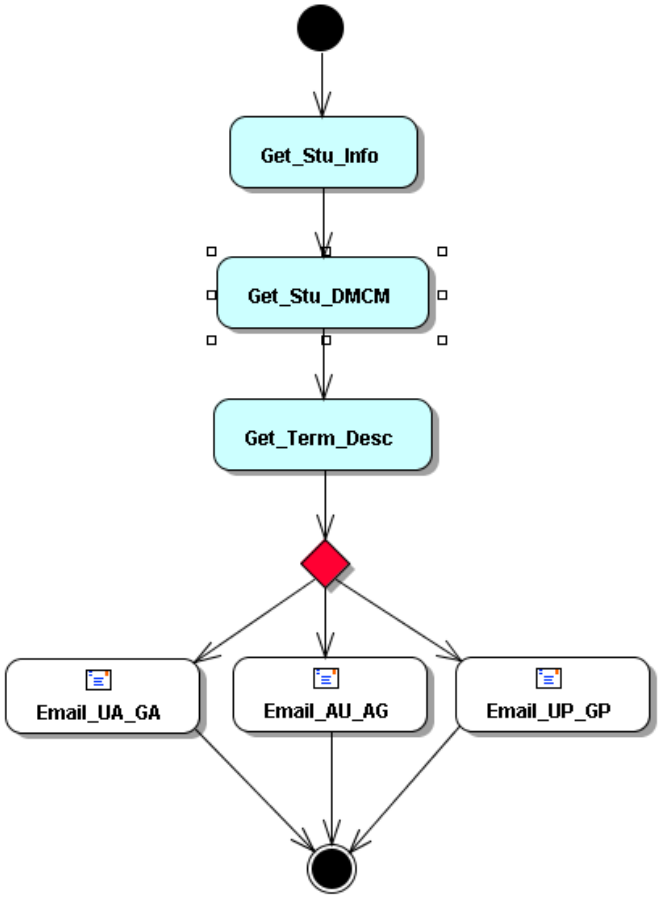
Degree: Bachelor of Science
Major: Comp Sci - Software Systems
Concentration: None
Minor: None

The $60 application fee will be added to your invoice by the first week of Fall Semester 2015. You will be contacted by the Office of the Registrar during Fall Semester 2015 with candidacy requirements.

For questions regarding your degree audit, please contact your advisor. For all other questions, please contact the Office of the Registrar at (706) 507-8800 or email registrar@ColumbusState.edu.

Sincerely,
Stephanie Speer
Associate Registrar

Graduation Status Change Using Banner Workflow



Enrollment Status Change Using Banner Workflow

New Process

- Workflow is fired off when students registration (RSTS) code is updated in SFAREGS (SFRSTCR)
- Email is sent detailing the new registration code, course information, and other instructions
- Everyone is notified

Enrollment Status Change Using Banner Workflow

Benefits

- Increased communication with students, faculty, and staff
- VA Office able to accurately report to the government regarding VA enrollment, which saves time and money
- Athletic department able to ensure athletes are within NCAA regulations

Enrollment Status Change Using Banner Workflow

COLUMBUS STATE UNIVERSITY

Dear Robert,

CSU ID: 999999999

This message is to confirm your change in enrollment status for the following class:

Fall Semester 2015 - EDEC 6166 Assess Meth Inst & Proc (CRN: 80127) Melissa Sullivan

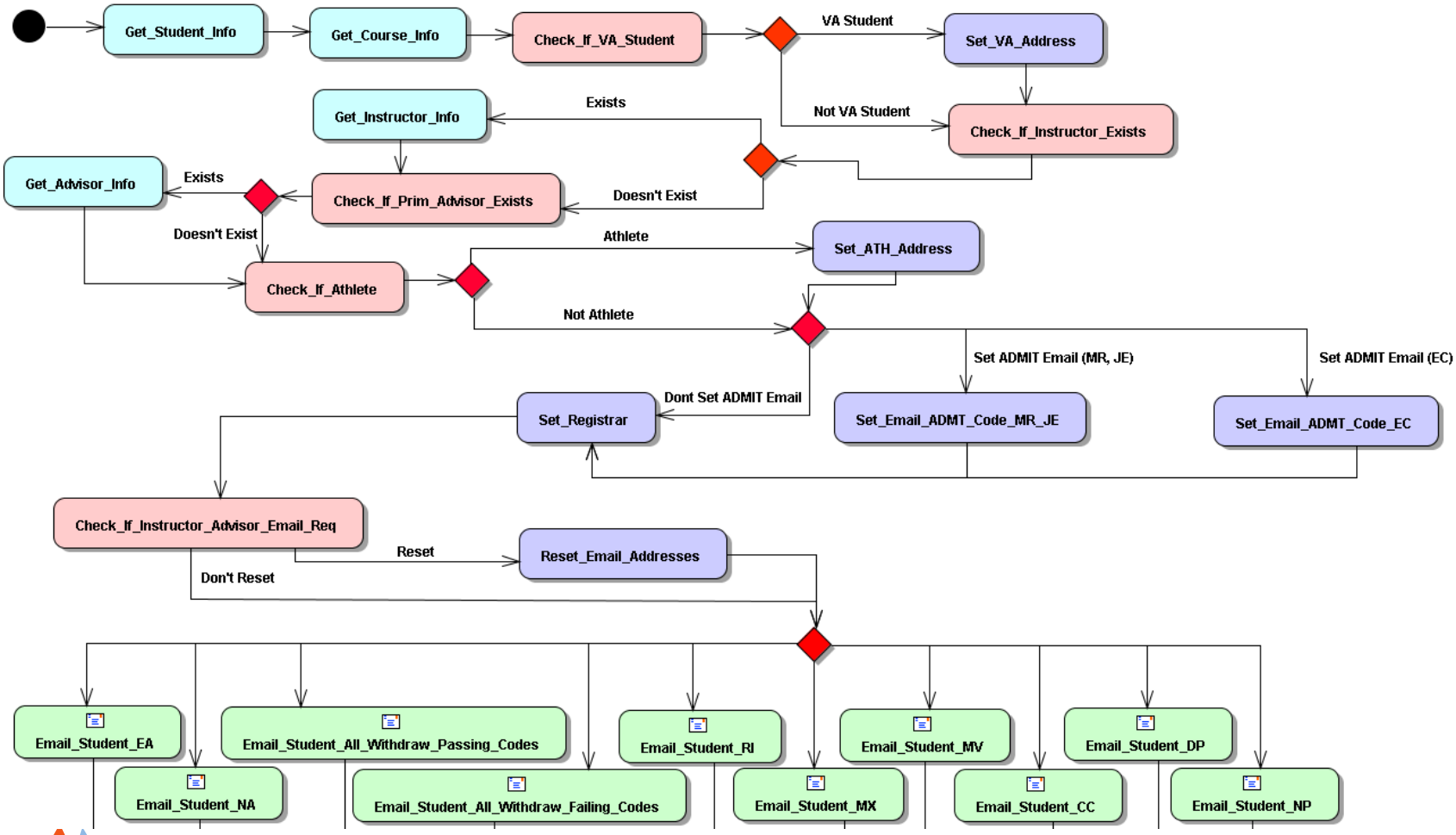
You have been dropped from this class for excessive absenses. If you feel this is in error you should contact your instructor.

For all other questions, please contact the Office of the Registrar at 706.507.8800 or email at registrar@columbusstate.edu.

Sincerely,

Wayne Van Ellis
University Registrar

Enrollment Status Change Using Banner Workflow



Closing Remarks

- Able to better serve our students, faculty, and staff by increased communication
- Less work for all involved
- Improved reporting accuracy

Questions?