

Basis of Admissions - PeopleSoft Setup Documentation

Introduction:

The office of admissions will start using the PeopleSoft delivered methodology of recording the Basis of Admissions. So far, this information was recorded as a ComKey on the system and this information was/is difficult to track since the current ComKey is not related to a specific application or semester.

According to the Board of Regents admission standards and the UNO business processes, applicants can be admitted based on the following categories:

Freshmen Applicant:

Meet Core* and GPA:	2.5 or higher
Meet Core* and Test Scores:	ACT COMP 23+ or SAT COMP 1060+
Meet Core* and Rank:	Top 25% of graduating class
Admission Exception:	By approval of the Dir. of Admissions - Do not meet admission criteria - Have a GED diploma
Alternative Admission Criteria:	Out-of-State Applicants or Home School: 25 or higher GPA ACT COMP 23+ or SAT COMP 1060+ Top 25% of graduating class OR ACT COMP 26+ or SAT COMP 1170+
Adult freshmen	Age 25 or higher by the first day of class Graduated from High School or GED
International freshmen	Meet Core by acceptable substitutes GPA 2.5 or higher Have one of the test scores below: ACT COMP 23+ or SAT COMP 1060+ or TOEFL Computer: 195+ or TOEFL Paper: 525+ or TOEFL Internet: 71+

* - 16.5 Total Core Curriculum Units. Effective Fall 2008: 17.5 Total Core Cur. Units.

Transfer Applicant:

Meet Transfer GPA	2.25 or higher cumulative transfer GPA
Admission Exception	By approval of the Dir. of Admissions
Admission Based on Amnesty	Applicants accepts amnesty offer

PeopleSoft Setup and Navigation:

Navigation:

Home > Develop Enrollment > Process Applications > Use > Basis of Admission
OR

Home > Develop Enrollment > Process Applications > Use > Application Maintenance
→ Application Program Data
→ Transfer To dropdown on the bottom of the screen

The screenshot shows the 'Basis of Admission' form in a web browser. The browser's address bar shows 'Basis of Admission'. The page header includes the University of New Orleans logo and navigation links like 'Home' and 'Sign Out'. The breadcrumb trail is 'Home > Develop Enrollment > Process Applications > Use > Basis of Admission'. The form title is 'Basis of Admission'. It contains several input fields: 'Academic Institution' (UNOLA), 'Academic Career' (Undergraduate), 'Student Career Nbr' (0), '*Basis of Admission' (with a search icon), 'Application Nbr' (with a search icon), 'Application Program Nbr' (with a search icon), '*Admit Term' (with a search icon), 'Academic Program' (with a search icon), 'Begin Date' (06/05/2007), 'End Date', and 'Long Description'. There are also checkboxes for 'Include in Offer' and 'Include in Transcript'. At the bottom, there is a 'Transfer To' dropdown menu set to 'Application Maintenance' and a 'Go' button. A toolbar at the bottom includes 'Save', 'Return to Search', 'Next in List', 'Previous in List', and 'Refresh'. The status bar at the very bottom shows 'Process Instance:1188612' and 'Local intranet'.

Enter the Basis of Admissions Code

Lookup the application number

Basis of Admissions Code List: (5-digit code)

Freshmen:

Code:

Meet Core and GPA:	FR001
Meet Core and Test Scores:	FR002
Meet Core and Rank:	FR003
Admission Exception:	FR004
Alternative Admission Criteria:	FR005
Adult freshmen	FR006
International freshmen	FR007

Transfer:

Meet Transfer GPA:	TR001
Admission Exception:	TR002
Admission Based on Amnesty:	TR003