

**Bowling Green State University**  
**BG@100 Information Item**  
**ESC Submission: April 28, 2008**

**Identification Information:**

<i>Reference Number</i>	CSS-0004
<i>Functional Area</i>	Admissions
<i>Title</i>	BGSU Auto Admission Process

**Background Information:**

The Office of Admissions receives over 15,000 applications each year. All freshman applications on main campus are evaluated through the auto evaluation process currently run in SIS.

The process runs nightly to check completed credentials, applicant type, and determines if the credentials meet the requirements for admission to the University. If the student meets the requirements, the applicant status is changed to Admit. The Certificate of Admission is produced and then mailed to the student.

This automated process elevates the manual review of credentials. This is essential to timely and efficient applicant processing particularly in the fall months when admissions counselors are not available for applicant review due to the heavy volume of recruitment activities from September – November and again in March- April.

PeopleSoft delivers an auto admit process that will perform similar functions. The Office of Admissions is willing to use the PeopleSoft delivered auto evaluation process to maintain the functionality currently available in SIS; however, there are other business processes unique to BGSU which need to be accommodated.

**Information Item:**

PeopleSoft delivers a process for admission evaluation that is considered to be a foundation for Universities implementing Admissions/Recruiting to build on. The delivered process is based on SQCs (PeopleSoft reusable code designed to be modified to suit the institution's specific needs) which define the rules used to determine a recruit's admission success. The BG@100 Project team will be modifying the delivered SQCs to meet the BGSU Admissions business process needs. The SQCs define what data, such as highest test score, converted GPA and external courses, to extract and use in the evaluation process. SQCs also provide the logic for the program that retrieves the data for the evaluation calculation. The process is comprised of multiple processes that can be sequentially scheduled as a process group. The first process assigns an evaluation status onto each applicant to be evaluated. The next process extracts the

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materials, (test scores, GPA, external subjects) to be evaluated. Then the next process evaluates those materials extracted and assigns a rating based upon the evaluation. The final process updates the applicant admission status based upon the rating that was assigned by the evaluation calculation process. The last process also has the ability to assign admission letters or deny letters.

The development work needed includes:

Configure material type, material group and committee table to determine credentials for auto evaluation.

Configure, evaluation, rating components and rating table to determine how the credentials are evaluated.

Mass change types, mass change templates, mass change definitions and mass change groups need to be built to determine which applicants to evaluation, when to evaluation the applicant and to apply the admit decision, if applicable