Graduate Admissions role:

- Recruitment
- ApplyYourself (AY) Admissions system
- Application processing/credential evaluation
- I-20 visa documents
- Other duties as assigned!
• New deferral policy
  • 1 full year
  • Change term on appraisal form and resubmit

• Update on GRE (ETS)
  • “Score Select” – applicants pick scores

• New Grad School web pages
  • Replace www.grad.umn/prospective_students
    …with www.grad.umn/admissions

• App Review – new product from AY
• Beijing office – presentation?
• Reminders:
  • start a test app
  • review tutorials
  • application instructions template

• App fees – not increasing!

• Deadlines
  • 53 programs on Saturday, Dec 1st, 15th
  • 19 programs on other dates in December! =)

• Update your myU Portal cell
WELCOME!
to the graduate program in
Natural Resources Science & Management

We are so pleased you've been admitted, and we hope you'll be joining us!
Unsure of how to reach your advisor? Start here. Please take a look at our online
handbook and be sure to check out the link to degree requirements.
Feel free to call (612/624-7683) or e-mail (nrsms@umn.edu) with any questions you may
have.

Read NRS M's listing in the Graduate School catalog.

University of Minnesota
Driven to Discover™
Enterprise System Upgrade Program

• $83.5 million project
• Upgrades to:
  • human resources
  • financial
  • student service (that’s you!)
• Will be done December 2014
• Portal also big part of project
• Visit http://upgrade.umn.edu/p/overview.html
New Change of Status / Readmission Process!
Finally!
New Change of Status / Readmission Process

- “Previously registered” students can apply like everyone else! (no more hybrid/paper process!)
- Expanding ‘big’ AY system (UMN-GRAD)
- No more paper files sent to you
- UMTC-COS being shut down
- UMN-GRAD will now be used by almost all applicants
Change of Status (COS)

FOR STUDENTS WHO ARE CURRENTLY ENROLLED IN A U OF M GRADUATE PROGRAM:

In all cases, contact the major program in which you are applying for information about program courses, deadlines, and whether additional requirements (such as GRE scores or letters of recommendation) are needed.

Complete the new application if you want to:
- add a new program (at the same or higher degree level)
- change to a different program (at the same or higher degree level)
- change to a higher degree level (at the same program you are currently enrolled in)
- change to a different track from the one in which you are enrolled (you would drop your current track)

Complete the Express COS Application if you want to:
- Drop from a Ph.D. and pursue a masters only (at the same program you were enrolled in)
- Add your first track to the major in which you are enrolled (you are not already a track)
- Drop a track (without adding another track)

You will need to include your current program code on the application. Notify the completed Express COS application to gradfs@umn.edu. No fee is required.

If you have questions about which categories apply to your situation, please contact Graduate Admissions at 612-624-3194, or gradfs@umn.edu.

Readmission

FOR STUDENTS WHO WERE PREVIOUSLY ENROLLED IN A U OF M GRADUATE PROGRAM:

Note: If you are currently registered (Fall 2010) and you registered this semester but entered during the semester, you are still considered a current student.

Express Readmission:

If you are returning to the same major program to pursue the same degree, you may be eligible to return via the Express Readmission process.

This process requires you to submit the following:
- A completed Express Readmission Application
- A new graduate program code
- A new major program code
- A completed degree program application

Submit the completed applications and a $250 check or money order to the Office of Admissions. The fee may be waived if you were registered for the previous term, and you are returning to the same program and degree. The application may be emailed to gradfs@umn.edu, but it will not be processed until requirements have been received.

If you are unable to obtain program approval via express readmission, you will need to apply online.

Complete the online application if you:
- want to return to different program or degree (you may or may not have completed your previous degree)
- are not eligible to obtain express readmission.

In all cases, contact the major program in which you are applying for information about program courses, deadlines, and whether additional requirements (such as GRE scores or letters of recommendation) are needed.

If you have questions about which categories apply to your situation, please contact Graduate Admissions at 612-624-3194, or gradfs@umn.edu.
• **Downloadable forms on GA website:**
  Express Readmit, Lesser Degree,
Drop track, or Add 1st track (all in same program)

• **Everything else: ApplyYourself! (UMN-GRAD)**
Please indicate your University of Minnesota graduate status*
(Click here for definitions of each type of status)

- New Applicat
- Returning to same graduate program
- Returning to pursue different graduate program
- Currently enrolled graduate student

What campus will you be attending? *
- University of Minnesota - Twin Cities

If you are not sure which campus you will be attending please see:
http://www.grad.umn.edu/admissions/umn_campuses/

Proposed term of entry *
- Spring 2013

If you are applying to the Biomedical Informatics and Computational Biology, Integrated Biosciences, or Water Resource Science programs please see:
http://www.grad.umn.edu/admissions/alluniversity/

Do you plan to apply to more than one graduate program at the University of Minnesota?
- Yes
- No
Applicant Type

SEE THE DESCRIPTIONS BELOW TO DETERMINE YOUR STATUS

NEW APPLICANT
• You have never been enrolled in a graduate program at the U of M (most of our applicants are in this category).

RETURNING TO SAME GRADUATE PROGRAM
• You were previously enrolled in a graduate program at the U of M and want to return to the same program and degree. If you had an approved leave of absence, click here.

RETURNING TO PURSUE DIFFERENT GRADUATE PROGRAM
• You were previously enrolled in a graduate program at the U of M and want to pursue a different program or degree. This category includes those who have completed a graduate degree at the U of M.

CURRENTLY ENROLLED GRADUATE STUDENT
• You are currently enrolled in a graduate program at the U of M and want to add a new program, change to a different program, add or change a track, or change to a higher degree level.

Note – if you are currently registered Grad 999 or if you registered this semester but canceled your courses, you are still considered a current student.
Congratulations, Bill! Your application has been successfully submitted.

Since you have submitted your online application, you can no longer make changes to your applicant information over the Internet. If you need to edit information previously submitted to us, please contact the Admissions Office so that we may update your file. You must update your personal account profile information yourself. Failure to update your email address will result in our not being able to contact you regarding the status of your application, including your application decision. If you would like to print a copy of your complete application for your records, you can do so by clicking on the appropriate link to the left. Although you cannot update any information through the online application system, you still have access to all sections of your application. Thus, you may still perform the following tasks:

- Doublecheck the accuracy of your work in the Application section
- Download any necessary forms from the Downloadable Forms section

University of Minnesota
Driven to Discover™
Must at least complete Program 1 section
<table>
<thead>
<tr>
<th>Type of Change</th>
<th>Purpose</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add flat track</td>
<td>Add one or more tracks (to the major in which the student enrolled as a first year not in a single student)</td>
<td>Yes</td>
</tr>
<tr>
<td>Remove track</td>
<td>Remove a track that the student enrolled in previously</td>
<td>No</td>
</tr>
<tr>
<td>Change degree</td>
<td>Change student's degree plan within the same program</td>
<td>Yes</td>
</tr>
<tr>
<td>Change program</td>
<td>Change student's degree plan within a different program</td>
<td>Yes</td>
</tr>
<tr>
<td>Return to program</td>
<td>Return to a program after being away from the university</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Type of Change**
- **Add flat track**: Add one or more tracks (to the major in which the student enrolled as a first year not in a single student).
- **Remove track**: Remove a track that the student enrolled in previously.
- **Change degree**: Change student’s degree plan within the same program.
- **Change program**: Change student’s degree plan within a different program.
- **Return to program**: Return to a program after being away from the university.

**Purpose**
- **Add flat track**: Add one or more tracks (to the major in which the student enrolled as a first year not in a single student).
- **Remove track**: Remove a track that the student enrolled in previously.
- **Change degree**: Change student’s degree plan within the same program.
- **Change program**: Change student’s degree plan within a different program.
- **Return to program**: Return to a program after being away from the university.

**Fees**
- Yes: Indicates a fee is required.
- No: Indicates no fee is required.

**Additional Information**
- Downloadable forms are available for each type of change.
- Fees may apply for certain changes.
Additional considerations

• Exports and Queries – need to change?
• ImageNow training:
  www.grad.umn.edu/faculty-staff/student_file_access/index.html
• Consider using work-arounds
  (e.g. only need 2 recs)
• Update your application instructions?
• Send in paper files/folders!
Time Extensions

• Old Procedure: Admissions Office flagged students; sent to GSSP to approve with readmission

• New time-to-degree policy:
  • changes time limits for Master’s and PhD students
  • approval in the hands of programs and colleges

• Takeaway: GA no longer flagging students; extensions must be processed separately from readmission application
Connect is a recruitment tool from Hobsons (parent company of ApplyYourself). It is also called a ‘CRM’, or Constituent Relationship Management.

The Graduate Admissions office announced the launch of Connect in 2011. There were several reasons for launching a new recruiting tool:

- We were mandated to by the Provost’s graduate education restructuring committee
- The old AY prospect module was being phased out
- Salesforce, the University-wide CRM that is rolling out campus wide in the future, was not available yet
- We wanted better communication with prospects and measurement of our recruitment efforts. For example, was that fair we spent staff time and expenses on worthwhile? Is our advertising actually driving traffic to our sites? Etc.
The Request for Information page is available through the Grad Admissions home page. This page finally gives us a 'front door' online to gather information about prospects and communicate with them in a more targeted way. Undergraduate admissions has had a page like this for years! Prospects can give very specific info (e.g. McNair scholar, International student, current year in undergrad, etc.). This can trigger customized emails. This also starts an application for them with their own login pin/pw. Finally, the Req for Info page also leads to the myGrad page.
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<table>
<thead>
<tr>
<th>Request for Information</th>
<th>myGrad</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Front door</td>
<td>• Customized info (from rfi page)</td>
</tr>
<tr>
<td>• Specific info:</td>
<td></td>
</tr>
<tr>
<td>programs of interest,</td>
<td>• Program info</td>
</tr>
<tr>
<td>McNair scholar, ugrad</td>
<td>• Specializations</td>
</tr>
<tr>
<td>year, international, etc.</td>
<td>• Surveys</td>
</tr>
<tr>
<td>• Triggers emails</td>
<td>• College info?</td>
</tr>
<tr>
<td>• Application login</td>
<td>• Diversity</td>
</tr>
<tr>
<td>• Leads to myGrad page</td>
<td>• International</td>
</tr>
<tr>
<td></td>
<td>• Etc.</td>
</tr>
</tbody>
</table>
Email communication is very important in Connect. While the Request for Info and myGrad pages require prospects to come to us, our emails are the piece that reaches out to them. And we can measure these, like if they’re viewed at all, or what links within the emails are actually being clicked, etc. And these can of course be customized to reach certain groups. There are 2 types of emails – ad hoc and scheduled. You can can combine these if you want, so they are NOT exclusive. Ad hoc are simply emails you send whenever you want. You might want to send a reminder to prospects that indicated they are from the area that you’ll be having an info session. Scheduled emails are the ‘auto pilot’ type. Right now ALL Connect prospects get emails from our office with basic information like a welcome message, basic funding considerations, tips for recommendations, etc. But we also E.g. "We see you’re interested in our program and that you’d like more information on this research area: click here!'
Connect also has reporting tools to help us measure our return on investment (ROI). We can measure our the fairs and other efforts actually producing results? Are these prospects becoming applicants/admits/new enrolled students?
Here are few examples of reports: So far, with only the Request for Info page active these are the numbers of prospects who found us on their own over the last year. Besides our automated emails, we have done almost nothing to proactively recruit. Yet we still had ¼ of prospects start an app, and almost half of that group apply. ¼ of that group were actually admitted and ¾ of the admits confirmed enrollment with us. Different ways to interpret this, but it shows that at least some using Connect are already moving all the way through the system.
Interestingly, almost every Connect admit has been from a *different* program. So Connect users are from all across the spectrum.
How do prospects enter Connect?

**On their own**
- Request for Info (link from your program website or Grad School page)
- You may have prospects right now!

**Us!**
- Manually added contacts
- Imported lists
  - Fair lists
  - Purchased Name list (Nat’l Name Exchange)
- Visiting groups
- Etc.

How prospects enter Connect: 2 ways: on their own or through us (University staff/faculty). The only way in for applicants using Connect on their own is via the Request for Information page. There are more options for us – we can add them manually, import lists from fairs or purchased names, from visiting groups, and other approaches we haven’t even thought of yet!
Next steps:

• Start simple!
  • Email or Upload fair list
  • Include Request for Info link on your program site (after creating email!)
• Contact Suzan Koroglu - korog001@umn.edu
• See Graduate Admissions Toolkit for more www.grad.umn.edu/admissions/connect/
• Future: Salesforce?

Next steps
Please contact Suzan Koroglu to discuss how you’d like to start. If nothing else, we can create an email for your program that will automatically be sent off after prospects complete the request for information form. There is also more information about Connect on the toolkit, and this presentation is posted there as well. Finally, Salesforce is a huge, campus wide system that will have many of the same features as Connect, but we have no idea what year it will be rolled out and how expensive it might be. We will keep monitoring Salesforce and update you.
Introduction:
Name/Position/Topic/
Introduction:
Name/Position/Topic/

International Admissions

To: Graduate Program
From: Graduate Admissions

The Bachelor's degree from XXX is not comparable to the U.S. Bachelor's degree.
Or
XXX University does not have regional accreditation.
Or
XXX University is not recognized in XXX country as a degree granting institution.
Information regarding:

• International credentials, grading scales, institutions
• English Proficiency
• Visa related issues
• Large library of resources on educational systems including historical information
• International section of Toolkit

Laurie Hoppe
Admissions Officer
hoppe003@umn.edu
612-625-8570

Jim Rowan
Assistant Director
j-rowa@umn.edu
612-626-7454
International Grading Standards
(“Country Sheets”)

See Admissions Toolkit
The Country sheets are always being updated. Watch for new information.
SPAIN

RECOMMENDATION:
Report an average of 7.

GRADING SYSTEM:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>90-100%</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>80-89%</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>70-79%</td>
</tr>
<tr>
<td>D</td>
<td>Below Average</td>
<td>60-69%</td>
</tr>
<tr>
<td>E</td>
<td>Poor</td>
<td>0-59%</td>
</tr>
</tbody>
</table>

A Diploma Supplement is available for students after they receive a degree. The Diploma Supplement was originally based on the European Credit Transfer System (ECTS). Grades and credits in the particular country's grading scale are

<table>
<thead>
<tr>
<th>Grade</th>
<th>ECTS Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>A2</td>
</tr>
<tr>
<td>B</td>
<td>B3</td>
</tr>
<tr>
<td>C</td>
<td>C3</td>
</tr>
<tr>
<td>D</td>
<td>D3</td>
</tr>
<tr>
<td>E</td>
<td>E3</td>
</tr>
</tbody>
</table>

ECTS credits: European Credit Transfer System - US schools cut these back to 60.

DEGREES:
Baccalaureate: awarded after 2 years of high school.
Diploma: 3 years.
Titular: 3 years.

Maestro: 3 years.
Ingeniero Técnico/Technique engineer: 3 years.
Licenciado: 4-5 years - comparable to US bachelor.
Titular de Ingeniería/Engineer: 3 years - comparable to US bachelor.
Magister Mínimo: graduate level.
Titular de Ingeniería Superior/Engineer Superior: comparable to US master.
Doctor: comparable to US PhD.
Shipping I-20 options

• Student pays for express mailing
• Department covers expenses
• No need to come to GA to pick up
• Authorization for shipping to Iran has been granted
• Recruitment – students favor institutions express mailing I-20s
• Are you on our list?
Projected Costs for 2013-2014

- Cost of living for 12 months = $13,592
- Resident tuition for the academic year = $14,570
- Non-resident tuition for the academic year = $22,320
- Minimum for 50% assistants = $16,550
- Minimum for 25% assistants = $25,149
- Minimum for non-assistants paying non-resident tuition = $40,572

Source One Stop - http://onestop.umn.edu/finances/costs_and_tuition/index.html

(Students told to expect a 5% to 10% increase in tuition)
Combined programs will list the majors
Assistantship – don’t need for domestics – Used for I-20.

Additional information – not accredited information – if this is a real problem i.e. degree mill, we will call you.
Resources

Admissions Toolkit web page: http://www.grad.umn.edu/admissions/admissions_toolkit/index.html

Permanent resource - training resources, GRE information, international resources, etc.

Graduate School
Office of Admissions
612-625-3014
gsquest@umn.edu

Questions?