Dear Colleagues,

A few weeks ago, we received the email message below from ApplyYourself (Hobsons) regarding "database initiatives" for this spring and summer. AY will be archiving all applicant records that were submitted prior to August 1, 2007. This means that you will no longer be able to access any applicant records in AY (for both admitted and denied applicants) from before August 1, 2007.

We were able to postpone AY's archiving work until at least June, which has allowed us time to notify you of the change and to develop a process for the Graduate Admissions office to export the data from these records in case you need them in the future. Also, AY will maintain a back-up copy of this data if it is needed in an emergency situation.

It is worth noting that the archiving of applicant data is something the Graduate Admissions office had been planning on completing anyway, but this project was put on hold as a result of the Graduate School restructuring process. Also, this new process for archiving data aligns with the University of Minnesota's records and retention schedule, see: http://www.ogc1.umn.edu/stellent/groups/public/documents/webasset/da_031145.pdf

Finally, AY is anticipating this archiving will allow for significantly enhanced system performance.

If you have any questions or concerns about this process, or would like assistance with exporting data out of AY yourself, please contact us.

Best,
Dean Tsantir
Director of Admissions & Recruitment

The Graduate School - University of Minnesota
309 Johnston Hall, 101 Pleasant St. SE, Minneapolis, MN 55455
tsan0006@umn.edu - Office:612-625-1303 - Fax:612-625-6002
www.grad.umn.edu
We have a number of database initiatives planned for this spring and summer to improve the security and performance of ApplyYourself for next season. The two largest initiatives are a data archiving process and upgrade of our primary database servers. The archive process will begin this month and will be completed in early June. In mid-June we will need an 8 hour maintenance window to perform the database upgrades. We are targeting June 18 and 19 and will provide you more information on this maintenance closer to those dates.

Data archiving is important to maintain a reasonable database size for each client and ensure that searching and querying of records is efficient. We will be archiving all records (submitted and in progress) that were submitted or last accessed prior to August 1, 2007. Impacted records include applications, recommendations, event registrations, and prospects. When records are archived, they will be removed from the production database and no longer accessible from the ApplyYourself WebCenter. Please make sure you export or print any of these records prior to April 30, when the bulk of our archiving work will begin. We will maintain a back-up copy of this data if it is needed in an emergency situation.

If you need assistance with exporting any data, please work with your Account Manager. Please let us know if you have any questions and we appreciate your cooperation.

Brooke Mitchell
Director of Operations
bmitchell@hobsons.com

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Dean Tsantir
Director of Admissions & Recruitment

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