Changes discussed in the Road Map session refer primarily to **New Applications**. These are the majority of the applications processed each year (approximately 15,000). There will be no immediate changes to the **Change of Status/Readmission application process** (used for about 600 applications per year).
The Graduate School Admissions Office no longer requires any form of paper application materials for new applicants. Only after applicants are admitted will they be asked to submit official transcripts (which are most often submitted via paper). **Please update your graduate program’s application instructions** to align with the paperless processing model.

**No more Grad School deadlines** - the Graduate School will no longer have deadlines for any terms (fall, spring, or summer). Your graduate program’s deadline is the only deadline applicants will see.

**U.S. Institution grading standards** – we now have a resource for you on the admissions toolkit listing credential information for U.S. institutions.

**E-Review** - since most, if not all, of the materials you can collect from applicants are now electronic, many programs have already moved to electronic review processes for their faculty committees. See the Admissions Toolkit page to view our Spring 2010 “E-Review” workshop featuring 10 different programs’ approaches to reviewing applicant materials electronically.
The primary functions of the Graduate School’s Admissions Office will remain the same.
Instead of the sequential model of the past, in which applicants would either apply first to your grad program or first to the central admissions office, we will be moving to a “parallel” process. In this model applicant files will be reviewed and processed at the same time by both your graduate program and the Graduate School admissions office. This will avoid confusion of materials going back and forth and the redundancy of what sometimes feels to applicants as applying twice to the same University.
There is often communication between all those involved with admissions (your grad program, the applicants, recommendation providers, the Graduate School, etc.). AY will be the central tool for updates, materials, record keeping, and communication and will be used by all those involved.
Rather than simply an online application, ApplyYourself is actually an admissions system. There are many more features to the system than the online application itself, and we keep adding more!
AY is not the only system used for admissions however. We also use the myU Admitted student portal, ImageNow, and PeopleSoft. This year data will be migrated directly from AY into PeopleSoft/ImageNow. This will save an enormous amount of staff time and resources.

Are you using your graduate program’s portal cell?
We encourage you to use your graduate program’s myU portal view. See the Admissions Toolkit for much more information on how you can make full use of the portal for your graduate program.
This is an example of a program using its portal cell to provide information to admitted applicants. They are encouraging their admitted applicants to contact their adviser and they also provide immediate access to their program degree requirements, handbook, and catalog listing.
Programs not using their portal cells appear with just a link to their catalog page and a discussion board:

If you have not accessed your graduate program’s portal yet, this is the default setting. It is simply a link to your catalog page and a discussion board. See the Admissions Toolkit for more information on getting started with your portal cell:

http://www.grad.umn.edu/prospective_students/admissions_toolkit.html
ApplyYourself Updates

- Transcript Upload process
- Status Updates
- Access to In-progress (unsubmitted) applications

The primary updates to AY we made this year include:

1. The new transcript upload process. For specific information on this process, see:
   http://www.grad.umn.edu/prospective_students/transcripts.html

2. A new status updates feature for applicants to check the status of their applications themselves.

3. Access to in-progress (unsubmitted) applications
All applicants instructed to upload transcripts directly to AY

- Paper only required of admits
Applicants who cannot upload transcripts into AY

- 90.3% success rate so far!
- If unable to upload, must submit officials
  – avoids duplication, encourages online submission
- Start with troubleshooting:
  (Kinko’s, libraries, friends, university resources, etc.)
- If necessary, grad programs can send attachments to gsquest@umn.edu
- do not instruct applicants to use this address
- Not uploading will result in delays
Status Updates: Transcripts

Adding transcripts after submission:

- Submission is final – applicants cannot add transcripts after submitting an application.
- If absolutely necessary, grad programs (not applicants) can send as attachments to gsquest@umn.edu.
- This will result in delays.
New Status Updates

TRANSCRIPTS
- each institution

TEST SCORES
- GRE
- GRE Subject
- TOEFL
- GMAT
Status Updates: Recommendations

Recommendation status also in AY

Are your programs using the recommendation system?
This is the status summary page ALL applicants see in ApplyYourself both before and after they submit their application. While they cannot alter their application materials, applicants are instructed to check back often to this status updates page. It is not pictured in this screenshot, but international students will also see updates on their financial certification application in this section as well.
The “GA Info” and “GA Education” forms are tools used by the Grad School Admissions Office staff. Your graduate program will not need to use these sections but you will see them in AY.
This web page contains ALL of the communication sent to applicants from the AY system from the point they start their application to the point they are notified of their decision. You can use the messages on this page as you create or edit your own communication plans. Note that both the text for the **admit** as well as the **deny** decision notifications are also included on this page. Please pay particular attention to the text for the denial notice. Most graduate programs use only the AY system message for denials so we can avoid ‘double denying’ applicants.
Reasons for change:

• Service
• Applicant expenses
• Conservation/Going Green!
• Staffing/Equipment Costs
• Security
• Compliance
• Clarity
• Efficiency
International Admissions

• International credentials, grading scales, institutions
• English Proficiency
• Visa related issues

See Toolkit

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The graduate admissions office has number of services available to you for international admissions. We will assist your program staff and faculty with international credentials, grading scale equivalencies, etc. We have updated our “International Grading Systems” web page. This resource lists institutions and grading scales from all over the world. We will also help your program with any visa related issues and English proficiency requirements.
New I-20 Shipping Option:

eShip Global

We have a new option for sending I-20 visa documents to international students this year. As in the past, we will simply send I-20s via regular post or you can request to be notified to come pick up and send the I-20 yourself. Our new third option is using a service called eShip Global. This is a service that allows either you or the student to go online and create/pay for a shipping label. This label then prints out for our office and we put it on the envelope and send it out. This has made our processing time much faster. We can now ship an I-20 the same day this label is created!
Next Steps:

• Update Application Instructions please!
  (see Road Map page)

• Test drive the online application
  (see Admissions Toolkit)

• View E-Review workshop page
  (see Admissions Toolkit)
Resources

Road Map web page:
www.grad.umn.edu/prospective_students/admissions_toolkit.html

Temporary resource - 2010-2011 updates, templates, communication, events, etc.

Admissions Toolkit web page:
www.grad.umn.edu/prospective_students/admissions_toolkit.html

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

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