

Student Self-Service Release Guide

*Release 8.0
April 2008*



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Think before you print.

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Introduction

This release guide documents Release 8.0 of Banner Student Self-Service. Release 8.0 includes enhancements, RPEs, and problem resolutions.

Enhancements for 8.0

This document describes the following enhancements, which are new for Release 8.0.

Internationalization

The Internationalization enhancement supports global naming and address standards. Bio-demographic fields have been expanded in Student Self-Service to accommodate US and non-US standards.

Self-Service Graduation Application

This enhancement provides self-service graduation application functionality for eligible students. Eligibility is determined based on existing learner and outcome curriculum records. The graduation application processing reviews the submitted applications and controls the creation of outcome records. Degree records can also be created on demand in self-service.

Catalog Extract and Load

This enhancement includes extract and load processes allowing an institution to extract catalog records from another institution and then automatically load those records into their own database.

Incomplete Grade Processing Automation

This enhancement allows an institution to automatically assign incomplete grade codes when students have not completed the coursework in the designated/extended timeframe. When final grades need to be assigned as default, replacement, final grades, this new processing recognizes incomplete grade code values and automates the default of the final grades.

Waitlist Automation

This enhancement provides a way to move students from waitlist queues to registration in sections as seats become available. Waitlists can be prioritized and reordered. Notification of available seats can be performed online or in batch.

Minimum/Maximum Registration Hours

This enhancement is part of the changes made to registration seats processing for Concurrent Curricula. This enhancement provides the ability to use expanded hours rules

for minimum and maximum registration hours and to use all the curriculum elements for registration hours processing.

Miscellaneous Enhancements

The following enhancements are summarized in this section:

- *PIN Maintenance*
- *Documentation Changes*

Cumulative Documentation

This document provides detailed information about the Student Self-Service 8.0 release only. Student Self-Service 8.0 is a cumulative release that also includes enhancements, RPEs, and problem resolutions delivered in the Student Self-Service 7.1, 7.2, 7.3, 7.3.1, 7.3.2, 7.3.3, and 7.4 releases. For complete documentation about these interim releases, please refer to the interim release guides identified in the following table.

Release Number	Contents	Release Date
7.1	Account Detail for Term	May 2005
7.2	Concurrent Curricula - Phase 3	October 2005
7.3	Race/Ethnicity, Concurrent Curricula - Phase 4, e-Bill Enhancement	May 2006
7.3.1	Problem Resolutions	October 2006
7.3.2	Miscellaneous Enhancements and Problem Resolutions	February 2007
7.3.3	Problem Resolutions	May 2007
7.4	Miscellaneous Enhancements and Problem Resolutions	August 2007

Internationalization - Functional



The Banner system is used by higher education institutions worldwide. As Banner is enhanced and modernized, one major initiative is to make the system more adaptable for use in different countries and with different languages. This ongoing effort is called internationalization (and often abbreviated I18N). Internationalization reduces the amount of custom modifications required to make Banner usable for clients in various countries.

For this release, several major changes were made to support internationalization.

Unicode Support

With this release, Banner supports the Unicode international character set through the character standard UTF8. As a part of the installation process for Release 8.0, Banner's Oracle database is converted to the UTF8 standard.

Additional IDs

A new table, the Additional Identification Table (GORADID), allows you to store any number of extra IDs for a person. Each Additional ID must be assigned an ID Type. You can set up Additional ID Types using the new validation form and table GTVADID.

A new **Additional ID** tab on the SPAIDEN form displays the new Additional ID information. See the *Banner Student 8.0 Release Guide* for more information.

Enhanced Fields

For this release, many fields have been expanded on self-service pages. These fields can now accommodate longer data values that might be needed. The types of fields that have been expanded include the following:

- Name
- Address
- Telephone number
- E-mail address

- ID
- Currency amount
- Currency rate

For complete information about I18N, including detailed information about changes to many Banner General objects, refer to the *Banner General 8.0 Release Guide*.

Self-Service Graduation Application - Functional



The new Self-Service Graduation Application functionality allows users to create and update degree information in academic history via the web. Students who are eligible to apply to graduate or complete a course of study can do so with the new pages delivered for this enhancement. Your institution can also choose to allow students to create or update degree and diploma information.

You must define who is eligible to submit an application to complete a degree based on existing outcome or learner curriculum(a) and also specify when applications can be submitted. You must also determine what information to display to the student and define which degree or diploma data you want to collect from the self-service graduation application.

A self-service process to initiate the application to complete a degree provides functionality in the area of graduation processing for deans, registrars, advisors, and other administrators. A separate process to control creation of the outcome records streamlines and assists with manual corrections of final degree records. The student can also view any active graduation applications.

RPEs #CMS-RPE28710, #1-I4BD1, and #1-PVQL3 are delivered with this enhancement.

The rest of this section discusses the following:

- [“Tasks” on page 13](#)
- [“New Web Pages” on page 18](#)
- [“Changed Web Pages” on page 46](#)
- [“Changed Menus” on page 46](#)

Tasks

This section provides step-by-step procedures for the following tasks:

- [“Set Up Overall Graduation Application Display Rules” on page 14](#)
- [“Set Up Graduation Date Availability” on page 15](#)
- [“Set Up Graduation Applications on the Web” on page 16](#)

- [“Set Up Diploma Name Selection and Modification” on page 16](#)
- [“Set Up Diploma Mailing Address Selection and Modification” on page 17](#)

Set Up Overall Graduation Application Display Rules

You can specify which curriculum elements and curriculum labels will be displayed to users for selecting a curriculum for graduation. This includes specifying whether the following are to be available for selection for the chosen curriculum:

- Graduation date
- Term
- Year

You can also specify whether a confirmation letter is displayed at the end of the application process, and which application status code and graduation status code will be used to populate the graduation application table. Finally, you can specify whether, when the application is finally submitted, the academic history tables SHRDGRMR and SHBDIPL will be updated with the information the student entered.

1. Access the Self-Service Graduation Application Display Rules Form (SHAGADR).
2. Enter the graduation application display rule code in the **Graduation Application Display Rules** field, then go to the next block.
3. Enter the transcript type code in the **Curriculum Labels** field in the Overall window.

The curriculum elements and labels that have been specified to be displayed for this transcript type will be used when the curriculum is displayed.

4. Select one or more of the following **Display Graduation** checkboxes (at least one must be selected):
 - **Date**
 - **Term**
 - **Year**
5. Select the letter code of the confirmation letter to be displayed when the application is successfully submitted.

The letter type must exist in the GTVLETR validation table, and the letter code must have been defined using the HTML Letter Rules Form (SOAELTL) and the Format HTML Letter Form (SOAELTR).

6. Enter the graduation application status code to be saved with the application when it is submitted in the **Graduation Application Status** field.

It is recommended that you use an STVGAST code for which the **Active Indicator** and the **Web Indicator** have been selected. These indicators are included on the list of values for this field.

7. Select the **Create/Update Degree** checkbox if you want the academic history tables SHRDGRMR and SHRDIPL to be updated in addition to data in the graduation application table SHBGAPP being created; and, if applicable, roll the learner curriculum to outcome.

 **Note**

If you want to charge for graduation applications submitted via self-service, you must select this checkbox. ■

8. Enter the graduation status code to be used for the application when it is submitted in the **Graduation Status** field.
9. Save your changes.

Set Up Graduation Date Availability

You can specify the date ranges in which specific graduation dates, terms, or years will be available for selecting a curriculum and graduation. You may select a graduation date, term and/or year for the student to view. You can also specify whether the system will display a radio button group for the user to indicate his or her intention to attend a ceremony that associated with the graduation.

1. Access the Self-Service Graduation Application Display Rules Form (SHAGADR).
2. Enter the graduation application display rule code in the **Graduation Application Display Rules** field, then go to the next block.
3. Go to the Graduation Date Availability window.
4. Enter the first date this graduation rule code is available on the web in the **Start Date** field.
5. Enter the last date this graduation rule code is available on the web in the **End Date** field.
6. Enter the relevant value for the graduation that is associated with this rule code in one or more of the following fields:
 - **Graduation date**
 - **Term**
 - **Year**

7. If you want to allow users to indicate whether the student intends to attend the ceremony, select the **Ceremony** checkbox.
8. Save your changes.

Set Up Graduation Applications on the Web

1. Define your graduation application eligibility rules on the Graduation Application Eligibility Rules (SHAGELR).
2. Define your application status codes on the Graduation Application Status Validation Form (STVGAST), being sure to select the **Web Indicator** checkbox for each application status code you want to be available on the Web.
3. Define the display rules codes for your graduation applications on the Graduation Application Display Rules Code Validation Form (STVGADR).
4. Define the rules that assign display selection codes to students based on curricula data on the Graduation Application Selection Display Rules Form (SHAGADS).
5. Define your graduation application display rules on the Self-Service Graduation Application Display Rules Form (SHAGADR).
 - 5.1. Add diploma name and address information for the rule.

Refer to the following tasks for set-by-step procedures for setting up specific functions:

- [“Set Up Diploma Name Selection and Modification” on page 16](#)
- [“Set Up Diploma Mailing Address Selection and Modification” on page 17](#)

Set Up Diploma Name Selection and Modification

You can allow students to specify the name to be printed on their diplomas. The following procedure explains how to allow a student to select a name and, if desired, how to allow a student to change the name to be printed to something other than what appears in system records (for example, to spell out a middle name instead of using an initial).

1. Access the Self-Service Graduation Application Display Rules Form (SHAGADR).
2. Enter the code of the graduation application display rule in the Key Block, then go to the next block.
3. Go to the Diploma Name/Address Options window.

4. In the Diploma Name section, select the **Display Page** checkbox.

This causes the Diploma Name Selection page (bwsgrad.p_proc_diploma_name) to be displayed to students.

5. If you want a student's name to be displayed on the Diploma Name Selection page, select the **Diploma Name Display** checkbox.
6. Specify which name is to be displayed as follows.
 - If you want the current name on SPRIDEN to be displayed, select the **Current** radio button.
 - If you want the alternate name on SPRIDEN to be displayed, select the **Alternate** radio button and specify the alternate name type in the **Alternate Name** field.
7. Specify the middle name to be displayed in the **Middle** pull-down list.
8. If you want a student's suffix to be displayed, select the **Suffix** checkbox.
9. If you want a student to be allowed to change the name to be printed on the diploma, take the following actions.

- 9.1. Select the **Edit** checkbox.

This causes the value *New* to be included in the pull-down list for the **One of Your Names** field on the Diploma Name Selection page. If multiple names exist in the SPRIDEN table for the student, all names will be displayed in the pull-down list and be available for selection.

- 9.2. Select the checkboxes for the parts of the name that you want to allow students to change.

This specifies which fields will be displayed on the Diploma Name Selection - Name Change page (bwsgrad.p_proc_diploma_name).

10. Save your changes.

Set Up Diploma Mailing Address Selection and Modification

You can allow students to specify the address to which their diplomas are to be sent. The following procedure explains how to allow a student to select an address and, if desired, how to allow a student to change the address to a new address.

1. Access the Self-Service Graduation Application Display Rules Form (SHAGADR).
2. Enter the code of the graduation application display rule in the Key Block, then go to the next block.

3. Go to the Diploma Name/Address Options window.
4. In the Diploma Mailing Address section, select the **Display Page** checkbox.

This causes the Diploma Mailing Address Selection page (bwsckgrad.p_proc_diploma_addr) to be displayed to students.
5. If you want the address currently associated with the Diploma Record to be displayed, select the **Display** checkbox.
6. If you want to allow students to change the address to which the diploma is to be mailed, select the **Edit** checkbox.

This causes the value *New* to be included in the pull-down list for the **One of Your Addresses** field on the Diploma Mailing Address Selection page. If multiple addresses exist for the student, all addresses will be displayed in the pull-down list and be available for selection.
7. Save your changes.

New Web Pages

The following pages have been added for the Self-Service Graduation Application enhancement:

- [“Curriculum Selection \(bwsckgrad.p_disp_gradapp\)” on page 19](#)
- [“Graduation Date Selection \(bwsckgrad.p_proc_grad_date\)” on page 22](#)
- [“Graduation Ceremony Selection \(bwsckgrad.p_proc_ceremony\)” on page 25](#)
- [“Diploma Name Selection \(bwsckgrad.p_proc_diploma_name\)” on page 26](#)
- [“Diploma Name Selection - Name Change \(bwsckgrad.p_proc_diploma_name\)” on page 29](#)
- [“Name Change Information \(bwgkoinf.P_DisUpdName\)” on page 31](#)
- [“Diploma Mailing Address Selection \(bwsckgrad.p_proc_diploma_addr\)” on page 32](#)
- [“Diploma Mailing Address Selection - Address Change \(bwsckgrad.p_proc_diploma_addr\)” on page 34](#)
- [“Graduation Application Payment \(bwsckgrad.p_proc_payment\)” on page 36](#)
- [“Graduation Application Summary \(bwsckgrad.p_disp_confirm\)” on page 38](#)
- [“Graduation Application Signature \(bwsckgrad.p_disp_sigpage\)” on page 41](#)
- [“Graduation Application \(bwsckgrad.p_view_gradapp\)” on page 42](#)

Curriculum Selection (bwskggrad.p_disp_gradapp)

This page is used to select the curriculum for which the student wants to apply to graduate. Multiple curricula can be selected. All curricula for which the following are true are displayed:

- Are current and active
- Have a display selection rule in on the Graduation Application Display Rule Selection Form (SHAGADS) that matches the curriculum for the student and the code for which a display rule also exists in on the Graduation Application Display Rules Form (SHAGADR)
- Have qualifying eligibility rules
- Do not have an existing active graduation application for the curriculum
- Do not have an awarded degree
- Either an academic history (SHRTTRM) record or registration (SFRSCTR) record exists

The system checks the following to determine whether a curriculum is to be displayed.

- Application display rules are defined on SHAGADS.
- Curriculum module controls are defined on the Graduation Application Display Eligibility Rules Form (SHAGELR).
- Eligibility is determined by the rules created on SHAGELR.
- Curricula data elements are displayed with labels specified for the transcript type code on SHAGADR. The curriculum labels created in SHATPRT for the transcript type code determine what is displayed with the curricula data in the Graduation Application pages in self-service. This provides consistency between the academic transcript pages and the graduation application pages.
- The date on which the student is applying is within the range set on the Graduation Date Availability Tab of SHAGADR.

Web Page Fields

Item	Description/Source Information
Curriculum name	Name of the curriculum.
Degree (untitled)	Name of the degree (such as <i>Bachelor of Arts</i>).
Level	Student level associated with the current active curriculum selected for the graduation application.

Web Page Fields

Item	Description/Source Information
Program	Name of the program associated with the current active curriculum selected for the graduation application.
College	Name of the college associated with the current active curriculum selected for the graduation application.
Campus	Name of the campus associated with the current active curriculum selected for the graduation application.
Major and Department	<p>Name of the major and department associated with the current active curriculum selected for the graduation application. If no department is associated with the current active curriculum selected for the graduation application, the field label says only Major.</p> <p>This field is displayed multiple times if there are multiple majors.</p>
Major Concentration	<p>Name of the concentration associated with the major for the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple major concentrations.</p>
Minor	<p>Name of the minor associated with the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple minors.</p>
Concentration	<p>Name of the base concentration for the current active curriculum selected for the graduation application. This concentration is not attached to any major.</p> <p>This field is displayed multiple times if there are multiple concentrations.</p>
Other field of study	<p>Name of any other field of study associated with the current curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple other fields of study.</p>

Setup Requirements

Item	Description
Graduation Application Status Validation Form (STVGAST)	Select the Web Indicator checkbox for each application status code that you want to be available on the Web.
Graduation Application Display Rules Validation Form (STVGADR)	Create graduation display rule validation codes.
Graduation Application Display Rule Selection Form (SHAGADS)	Define your selection rules for when a graduation application display rule will be used.
Self-Service Graduation Application Display Rules Form (SHAGADR)	Define your graduation application display rules.
Graduation Application Eligibility Rules (SHAGELR)	Define your graduation application eligibility rules.

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Holds	Goes to the View Holds page (bwskoacc.P_ViewHold).
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwskgrad.p_view_gradapp).
View Student Information	Goes to the Registration Term page (bwskflib.P_SelDefTerm).
Degree Evaluation	Goes to the Select Current Term page (bwckcapp.P_DispCurrent).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to the Graduation Date Selection page (bwsckgrad.p_proc_grad_date).

Web Menus With Links to This Page

Student Records Menu	bmenu.P_AdminMnu
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Other Web Pages With Links to This Page

No other Web pages have links to this page.

Graduation Date Selection (bwsckgrad.p_proc_grad_date)

This page is used to select the graduation date.

Web Page Fields

Item	Description/Source Information
Curriculum name	Name of the curriculum.
Degree (untitled)	Name of the degree (such as <i>Bachelor of Arts</i>).
Level	Student level associated with the current active curriculum selected for the graduation application.
Program	Name of the program associated with the current active curriculum selected for the graduation application.
College	Name of the college associated with the current active curriculum selected for the graduation application.
Campus	Name of the campus associated with the current active curriculum selected for the graduation application.

Web Page Fields

Item	Description/Source Information
Major and Department	<p>Name of the major and department associated with the current active curriculum selected for the graduation application. If no department is associated with the current active curriculum selected for the graduation application, the field label says only Major.</p> <p>This field is displayed multiple times if there are multiple majors.</p>
Major Concentration	<p>Name of the concentration associated with the major for the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple major concentrations.</p>
Minor	<p>Name of the minor associated with the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple minors.</p>
Concentration	<p>Name of the base concentration for the current active curriculum selected for the graduation application. This concentration is not attached to any major.</p> <p>This field is displayed multiple times if there are multiple concentrations.</p>
Other field of study	<p>Name of any other field of study associated with the current curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple other fields of study.</p>
Graduation Date	<p>Date on which the student wants to graduate.</p> <p>The values in the pull-down list come from the Graduation Date Availability window of the Self-Service Graduation Application Display Rules Form (SHAGADR).</p>

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	Define graduation dates in the Graduation Date Availability window.

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to the Graduation Ceremony Selection page (bwsgrad.p_proc_ceremony).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Graduation Ceremony Selection (bwskggrad.p_proc_ceremony)

This page is used to specify whether the student plans to attend the graduation ceremony.

Web Page Fields

Item	Description/Source Information
Attend Ceremony	Radio button group used to indicate whether the student plans to attend the graduation ceremony.

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	Select the Ceremony checkbox in the Graduation Date Availability window. If this checkbox is cleared, the ceremony will not be available for selection.

Updates to Banner

Item	Description
Attend Ceremony radio buttons	Stored in the Graduation Application Table (SHBGAPP) and viewable on the Graduation Application Form (SHAGAPP).

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwskggrad.p_view_gradapp).

Buttons/Icons on This Page

Button/Icon	Action
Continue	<p>Goes to one of the following pages</p> <ul style="list-style-type: none">• If the graduation application display rule is set to display the Diploma Name Selection page, this button goes to the Diploma Name Selection page (bwsgrad.p_proc_diploma_name).• If the graduation application display rule is not set to display the Diploma Name Selection page, but is set to display the Diploma Mailing Address Selection page, this button goes to the Diploma Mailing Address Selection page (bwsgrad.p_proc_diploma_addr).• If the graduation application display rule is not set to display either of the above pages, this button goes to the Graduation Application Summary page (bwsgrad.p_disp_confirm).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Diploma Name Selection (bwsgrad.p_proc_diploma_name)

This page is used to specify the name to be printed on the diploma. It is displayed only if the **Display Page** checkbox is selected in the Diploma Name section of the Diploma Name/Address Options window of the Self-Service Graduation Application Display Rules Form (SHAGADR) for the associated graduation application display rule.

The name to be printed on a student's diploma is displayed only if the **Diploma Name Display** checkbox is selected in the Diploma Name section of the Diploma Name/Address Options window of SHAGADR for the associated graduation application display rule. If the curriculum selected for the application to graduate is a curriculum for an existing degree record and the diploma table for that degree sequence has been created, the diploma name value (SHBDIPL_NAME) for that record is displayed on this page.

If the **Diploma Name Display** checkbox is cleared or the Degree Record (SHRDGMR) or Diploma Record (SHBDIPL) have not yet been created for the selected curriculum, then

no value will be displayed in the **Diploma Name** field on the Diploma Name Selection page.

A student can change the diploma name if the **Edit** checkbox is selected in the Diploma Name section of the Diploma Name/Address Options window of SHAGADR for the associated graduation application display rule. If this has been set up, the value *New* will be available on the **One Of Your Names** pull-down list, and if the student selects *New* and then selects **Continue**, the system displays the Diploma Name Selection - Name Change page (bwsgrad.p_proc_diploma_name) with fields for the parts of the name that can be changed.

The SPRIDEN **Legal Name** field value is never used for self-service diploma name information. This field is a single-name field that has been concatenated and, therefore, cannot be broken into first, middle, last, and suffix columns for display or editing via the Web.

Web Page Fields

Item	Description/Source Information
Name	Student's current or alternative name from the SPRIDEN table, depending on the setting on SHAGADR. This name will be printed on the diploma unless the student changes it.
Current Diploma Name	Name that is to be printed on the diploma. A value is displayed in this field only if the name has been changed. If this field is blank, the value in the Name field will be printed.
One of Your Names	<p>Pull-down list used to specify the name to be printed on the diploma. If the SPRIDEN table contains multiple names, they will all be displayed on the list.</p> <p>If <i>New</i> is selected, the system displays the Diploma Name Selection - Name Change page (bwsgrad.p_proc_diploma_name) with fields for the parts of the name that can be changed. This selection is displayed only if the Edit checkbox is selected in the Diploma Name section of the Diploma Name/Address Options window of SHAGADR for the associated graduation application display rule.</p>

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	<p>For each graduation application display rule for which you want this page to be displayed, select the Display Page checkbox in the Diploma Name section of the Diploma Name/Address Options window.</p> <p>If you want a student's name to be displayed on this page, select the Diploma Name Display checkbox in the Diploma Name section of the Diploma Name/Address Options window.</p> <p>Specify which name is to be displayed as follows.</p> <ul style="list-style-type: none">• If you want the current name on SPRIDEN to be displayed, select the Current radio button.• If you want the alternate name on SPRIDEN to be displayed, select the Alternate radio button and specify the alternate name type in the Alternate Name field. <p>If you want to allow students to change the diploma name, select the Edit checkbox in the Diploma Name section of the Diploma Name/Address Options window, and select the checkboxes for the parts of the name that you want to allow students to change.</p>

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).
Name Change Information	Goes to the Name Change Information page (bwgkoinf.P_DispUpdName).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to Diploma Name Selection - Name Change page (bwskggrad.p_proc_diploma_name).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Diploma Name Selection - Name Change (bwskggrad.p_proc_diploma_name)

This page is used to change the name to be printed on the diploma. It is displayed when a student selects *New* on the **One Of Your Names** pull-down list on the Diploma Name Selection page (bwskggrad.p_proc_diploma_name). This can occur only if the **Edit** checkbox is selected in the Diploma Name section of the Diploma Name/Address Options window of the Self-Service Graduation Application Display Rules Form (SHAGADR) for the associated graduation application display rule. The **First, Middle, Last, and Suffix** checkboxes on SHAGADR are used to specify which part of the student's name can be changed.

The SPRIDEN **Legal Name** field value is never used for self-service diploma name information. This field is a single-name field that has been concatenated and, therefore, cannot be broken into first, middle, last, and suffix columns for display or editing via the Web.

Web Page Fields

Item	Description/Source Information
First Name	Student's first name to be printed on the diploma.
Middle Name	Student's middle name to be printed on the diploma.
Last Name	Student's last name to be printed on the diploma.
Suffix	Student's suffix to be printed on the diploma.

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	Select the checkboxes for the parts of the name that you want to allow students to change. Choices are First , Middle , Last , and Suffix .

Updates to Banner

Item	Description
Attend Ceremony radio buttons	Stored in the Graduation Application Table (SHBGAPP) and viewable on the Graduation Application Form (SHAGAPP).

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).
Name Change Information	Goes to the Name Change Information page (bwgkoinf.P_DisUpdName).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to one of the following: <ul style="list-style-type: none">• If the graduation application display rule is set to display the Diploma Mailing Address Selection page, this button goes to the Diploma Mailing Address Selection page (bwsgrad.p_proc_diploma_addr).• If the graduation application display rule is not set to display the Diploma Mailing Address Selection page, this button goes to the Graduation Application Summary page (bwsgrad.p_disp_confirm).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Name Change Information (bwgkoinf.P_DisUpdName)

This page displays instructions for students who change diploma names. Use Web Tailor to define the text you want to appear on this page.

Web Page Fields

This does not have any web page fields.

Setup Requirements

Item	Description
Text	Define the text you want to appear on this page in Web Tailor.

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This page has no links to other web pages.

Buttons/Icons on This Page

This page does not have buttons to other pages.

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

Diploma Name Selection bwskgrad.p_proc_diploma_name

Other Web Pages With Links to This Page

Diploma Name Selection - `bwskgrad.p_proc_diploma_name`
Name Change

Diploma Mailing Address Selection (`bwskgrad.p_proc_diploma_addr`)

This page is used to select the address to which the diploma is to be mailed. It is displayed only if the **Display Page** checkbox is selected in the Diploma Mailing Address section of the Diploma Name/Address Options window of the Self-Service Graduation Application Display Rules Form (SHAGADR) for the associated graduation application display rule. If the **Display** checkbox is also selected, the address currently associated with the Diploma Record will also be displayed. If the Edit checkbox is also selected, the value *New* will be available on the **One Of Your Addresses** pull-down list, and if the student selects *New* and then selects **Continue**, the system displays the Diploma Mailing Address Selection - Address Change page (`bwskgrad.p_proc_diploma_addr`) with fields for the new address.

If the **Display Page** checkbox is cleared or the Degree Record (SHRDGMR) or Diploma Record (SHBDIPL) have not yet been created for the selected curriculum, then no address information will be displayed on the Diploma Mailing Address Selection page.

Web Page Fields

Item	Description/Source Information
Street Line 1 Street Line 2 Street Line 3	Up to three lines for the street address.
City	City for the street address.
State or Province	State or province for the street address.
Zip or Postal Code	ZIP or postal code for the street address.
Nation	Nation for the street address.

Web Page Fields

Item	Description/Source Information
One of Your Addresses	<p>Pull-down list used to specify the address to which the diploma is to be mailed. If the SPRADDR table contains multiple addresses, they will all be displayed on the list. The pull-down list can also include the following values.</p> <p>If <i>New</i> is selected, the system displays the Diploma Mailing Address Selection - Address Change page with fields for the new address. This selection is displayed only if the Display Page checkbox is selected in the Diploma Mailing Address section of the Diploma Name/Address Options window of SHAGADR for the associated graduation application display rule.</p>

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	<p>For each graduation application display rule for which you want this page to be displayed, select the Display Page checkbox in the Diploma Mailing Address section of the Diploma Name/Address Options window.</p> <p>If you want the address currently associated with the Diploma Record to be displayed, select the Display checkbox in the Diploma Mailing Address section of the Diploma Name/Address Options window.</p> <p>If you want to allow students to change the address to which the diploma is to be mailed, select the Edit checkbox in the Diploma Mailing Address section of the Diploma Name/Address Options window.</p>

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).

Links to Other Web Pages

This Link	Action
View Graduation Applications	Goes to the Graduation Application page (bwskggrad.p_view_gradapp).
View Addresses and Phones	Goes to the View Addresses and Phones page (bwgkogad.P_SelectAtypView).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to the Diploma Mailing Address Selection - Address Change page (bwskggrad.p_proc_diploma_addr).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Diploma Mailing Address Selection - Address Change (bwskggrad.p_proc_diploma_addr)

This page is used to enter the address to which the diploma is to be mailed. If the **Edit** checkbox is selected in the Diploma Mailing Address section of the Diploma Name/Address Options window of the Self-Service Graduation Application Display Rules Form (SHAGADR) for the associated graduation application display rule, the available addresses selected can also be edited. The system displays the current address by default, but the student can change it.

This page is displayed when the **Display Page** check box is checked in the Diploma Mailing Address section of the Diploma Name/Address Options window of SHAGADR for the graduation application display rule. If desired, you can also have the system display any existing diploma mailing address for the selected curriculum.

Web Page Fields

Item	Description/Source Information
Street Line 1 Street Line 2 Street Line 3	Up to three lines for the street address.
City	City for the street address.
State or Province	State or province for the street address.
Zip or Postal Code	ZIP or postal code for the street address.
Nation	Nation for the street address.

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	<p>If you want to allow students to change the address to which the diploma is to be mailed, select the Edit checkbox in the Diploma Mailing Address section of the Diploma Name/Address Options window.</p> <p>If you want to have the system display any existing diploma mailing address for the selected curriculum, select the Display checkbox in the Diploma Mailing Address section of the Diploma Name/Address Options window.</p>

Updates to Banner

Item	Description
New address	<p>Stored in the Graduation Application Table (SHBGAPP) and viewable in the Diploma Address window of the Graduation Application Form (SHAGAPP).</p> <p>If Create/Update Degree checkbox has been selected in the Overall window of SHAGADR, the value is also stored in the SHBDIPL table and viewable on the Diploma Form (SHADIPL).</p>

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).
View Addresses and Phones	Goes to the View Addresses and Phones page (bwgkogad.P_SelectAtypView).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to one of the following: <ul style="list-style-type: none">• If the application requires payment, goes to the Graduation Application Payment page (bwsgrad.p_proc_payment).• If the application does not require payment or if there is only one applicable payment type, goes to the Graduation Application Summary (bwsgrad.p_disp_confirm).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Graduation Application Payment (bwsgrad.p_proc_payment)

This page is used to confirm the payment details if the graduation application has a payment associated with it. If the request does not have a payment associated with it, this page is not displayed.

Web Page Fields

Item	Description/Source Information
Payment Total	Total monetary amount due. This value comes from the Charge field in the Payment Options block of the Payment Options window of the Self-Service Graduation Application Display Rules Form (SHAGADR).
Payment Method	Method by which the payment is to be made. The values in the pull-down list come from Description field in the Payment Options block of the Payment Options window of SHAGADR.

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	Select the Create/Update Degree checkbox in the Overall window. At least one payment option must be set up in the Payment Options block of the Payment Options window.

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).

Buttons/Icons on This Page

Button/Icon	Action
Continue	Goes to the Graduation Application Summary (bwsgrad.p_disp_confirm).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Graduation Application Summary (bwskggrad.p_disp_confirm)

This page is used to review the details selected for the graduation application and submit it. If payment is required via a credit card, the data will not be submitted until credit card processing is successful.

Web Page Fields

Item	Description/Source Information
Date	Date of the selected ceremony.
First Name	Student's first name to be printed on the diploma.
Middle Name	Student's middle name to be printed on the diploma.
Last Name	Student's last name to be printed on the diploma.
Suffix	Student's suffix to be printed on the diploma.
Street Line 1 Street Line 2 Street Line 3	Up to three lines for the street address.
City	City for the street address.
State or Province	State or province for the street address.
Zip or Postal Code	ZIP or postal code for the street address.
Nation	Nation for the street address.
Curriculum name	Name of the curriculum.
Degree (untitled)	Name of the degree (such as <i>Bachelor of Arts</i>).
Level	Student level associated with the current active curriculum selected for the graduation application.

Web Page Fields

Item	Description/Source Information
Program	Name of the program associated with the current active curriculum selected for the graduation application.
College	Name of the college associated with the current active curriculum selected for the graduation application.
Campus	Name of the campus associated with the current active curriculum selected for the graduation application.
Major and Department	<p>Name of the major and department associated with the current active curriculum selected for the graduation application. If no department is associated with the current active curriculum selected for the graduation application, the field label says only Major.</p> <p>This field is displayed multiple times if there are multiple majors.</p>
Major Concentration	<p>Name of the concentration associated with the major for the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple major concentrations.</p>
Minor	<p>Name of the minor associated with the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple minors.</p>
Concentration	<p>Name of the base concentration for the current active curriculum selected for the graduation application. This concentration is not attached to any major.</p> <p>This field is displayed multiple times if there are multiple concentrations.</p>
Other field of study	<p>Name of any other field of study associated with the current curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple other fields of study.</p>
Fee	Monetary amount of the fee for the graduation application.
Payment Method	Method by which the payment is to be made.

Setup Requirements

This page has no setup requirements.

Updates to Banner

Item	Description
Submit Request	<p>Stored in the Graduation Application Table (SHBGAPP) and viewable in the Diploma Address window of the Graduation Application Form (SHAGAPP).</p> <p>If Create/Update Degree checkbox has been selected in the Overall window of SHAGADR, the value is also stored in the SHBDIPL table and viewable on the Diploma Form (SHADIPL), and stored in the SHRDGMR and viewable on the Degree and Other Formal Awards Form (SHADEGR).</p>

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrn.P_ViewTermTran).
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).

Buttons/Icons on This Page

Button/Icon	Action
Submit Request	<p>Goes to one of the following:</p> <ul style="list-style-type: none">• If the application requires payment, goes to the Credit Card Payment (bwskwccp.p_credit_card_payment).• If the application does not require payment, goes to the Graduation Application Signature page (bwsgrad.p_disp_sigpage).

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Graduation Application Signature (bwskgrad.p_disp_sigpage)

This page displays a customized message verifying that the graduation application has been received. The message can vary depending on the associated graduation application display rule, or it can be the same for every graduation application display rule. If no customized message is set up, the message *Your graduation application has been received* is displayed.

The Graduation Application Signature Page is a customized letter displayed on the Web after an application is completed or after a credit card payment has been made. The letter is created on the HTML Letter Rules Form (SOAELTR) and is associated with a graduation application display rule on the Self-Service Graduation Application Display Rules Form (SHAGADR). If a customized signature letter has not been created, then the default Information Text defined by your institution using WebTailor is displayed.

Web Page Fields

No fields appear on this page by default; you must define your letter on the Format HTML Letter Rules Form (SOAELTR) and use the Self-Service Graduation Application Display Rules Form (SHAGADR) to associate the letter to the graduation application display rule.

Setup Requirements

Item	Description
Letter Code Validation Form (GTVLETR)	Create a letter code for the letter you want to be displayed on this page.
Format HTML Letter Rules Form (SOAELTR)	Create a line for the letter code you defined on GTVLETR, and enter <i>T</i> in the Module field. Define the text that you want to appear on this Web page.
Self-Service Graduation Application Display Rules Form (SHAGADR)	Enter the letter code in the Confirmation Letter field in the Overall window.

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Graduation Applications	Goes to the Graduation Application page (bwsgrad.p_view_gradapp).

Buttons/Icons on This Page

This page does not have buttons to other pages.

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

No other Web pages have links to this page.

Graduation Application (bwsgrad.p_view_gradapp)

This page is used to review the details of graduation applications that have been submitted. Inactive applications are not displayed.

Web Page Fields

Item	Description/Source Information
Name	Student's name
Application Number	One-up sequence number assigned to the application.
Request Date	Date on which the student submitted the application.
Application Status	Status of the application.
Application Status Date	Date on which the status of the application last changed.
Date	Date of the selected ceremony.
Attend Ceremony	Indicator for whether the student plans to attend the ceremony.
First Name	Student's first name to be printed on the diploma.
Middle Name	Student's middle name to be printed on the diploma.

Web Page Fields

Item	Description/Source Information
Last Name	Student's last name to be printed on the diploma.
Suffix	Student's suffix to be printed on the diploma.
Street Line 1 Street Line 2 Street Line 3	Up to three lines for the street address.
City	City for the street address.
State or Province	State or province for the street address.
Zip or Postal Code	ZIP or postal code for the street address.
Nation	Nation for the street address.
Curriculum name	Name of the curriculum.
Degree (untitled)	Name of the degree (such as <i>Bachelor of Arts</i>).
Level	Student level associated with the current active curriculum selected for the graduation application.
Program	Name of the program associated with the current active curriculum selected for the graduation application.
College	Name of the college associated with the current active curriculum selected for the graduation application.
Campus	Name of the campus associated with the current active curriculum selected for the graduation application.
Major and Department	Name of the major and department associated with the current active curriculum selected for the graduation application. If no department is associated with the current active curriculum selected for the graduation application, the field label says only Major .
	This field is displayed multiple times if there are multiple majors.
Major Concentration	Name of the concentration associated with the major for the current active curriculum selected for the graduation application.
	This field is displayed multiple times if there are multiple major concentrations.

Web Page Fields

Item	Description/Source Information
Minor	<p>Name of the minor associated with the current active curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple minors.</p>
Concentration	<p>Name of the base concentration for the current active curriculum selected for the graduation application. This concentration is not attached to any major.</p> <p>This field is displayed multiple times if there are multiple concentrations.</p>
Other field of study	<p>Name of any other field of study associated with the current curriculum selected for the graduation application.</p> <p>This field is displayed multiple times if there are multiple other fields of study.</p>

Setup Requirements

This page has no setup requirements.

Updates to Banner

This page does not update information in the Banner database.

Links to Other Web Pages

This Link	Action
View Transcript	Goes to the Academic Transcript Options page (bwskotrnl.P_ViewTermTran).
Degree Evaluation	Goes to the Select Current Term page (bwckcapp.P_Dispcurrent).

Buttons/Icons on This Page

This page does not have buttons to other pages.

Web Menus With Links to This Page

No menus have links to this page.

Other Web Pages With Links to This Page

Curriculum Selection	bwskgrad.p_disp_gradapp
Graduation Date Selection	bwskgrad.p_proc_grad_date
Graduation Ceremony Selection	bwskgrad.p_proc_ceremony
Diploma Name Selection	bwskgrad.p_proc_diploma_name
Diploma Name Selection - Name Change	bwskgrad.p_proc_diploma_name
Diploma Mailing Address Selection	bwskgrad.p_proc_diploma_addr
Graduation Application Summary	bwskgrad.p_disp_confirm
Graduation Application Signature	bwskgrad.p_disp_sigpage

Changed Web Pages

Credit Card Payment (bwskwccp.p_credit_card_payment)

The following setup requirement has been added for this page.

Setup Requirements

Item	Description
Self-Service Graduation Application Display Rules Form (SHAGADR)	<p>For graduation applications, set up the following.</p> <ul style="list-style-type: none">• Select the Create/Update Degree checkbox in the Overall window.• Select the Charge Graduation Fee checkbox in the Processing Control block of the Payment Options window• Define the appropriate payment amount(s) in the Payment Options block of the Payment Options window.• Define the appropriate payment option(s) in the Payment Options block of the Payment Options window.

Payment Status (bwskwccp.p_cc_payment_status)

The **Continue** button now goes to one of the following pages, depending on what the student is making a credit card payment for.

- If the payment is for an enrollment verification request, the **Continue** button goes to the Enrollment Verification Signature page (bwskrqst.p_proc_confirm).
- If the payment is for a graduation application, the **Continue** button goes to the Graduation Application Signature page (bwskgrad.p_disp_sigpage).

Changed Menus

The Student Records menu has been modified for this enhancement, with the following links being added:

- **Apply to Graduate**
- **View Application to Graduate**



Student Self-Service web pages have been modified to retrieve formatting information from a new internal routine that gives users greater control over how their data is displayed without having to support local modifications. Using new WebTailor functionality, you can now define the text of the label for certain data elements and specify whether the labels precede or follow the data elements. You can also choose to suppress certain data elements from being displayed.

This enhancement also addresses the following RPEs:

- #CMS-RPE47897
- #CMS-RPE33680
- #CMS-RPE34191
- #CMS-RPE34192

The following new Web Tailor Information Text internal routines have been delivered with this release.

- Routine `bwckctlg.catalog_label_text` allows you to define values for each course data element (that is, field label or link text) displayed on the Catalog Entries page (`bwckctlg.p_display_courses`).
- Routine `bwckschd.schedule_label_text` allows you to define values for each class data element that is displayed on the Class Schedule Listing page (`bwckctlg.p_disp_listcrse` or `bwckschd.p_get_crse_unsec`).

Using these routines, you can specify whether text is to appear before the data by defining a prefix, after the data by defining a suffix, or both. You can also suppress any of the data elements from being displayed on the page. See [“New Tasks” on page 48](#) for step-by-step procedures for performing these tasks. The seed data delivered in these routines matches the field labels originally delivered for the pages. Refer to the *Student Self-Service User Guide* for these values.

Also, seed data are delivered to control how the link called “View Catalog Entry” displays. This link displays near the bottom of each section record. Clicking on it takes the user the catalog details for the course. To suppress display of the “View Catalog Entry” link, simply null out its information text value.

The rest of this section discusses the following:

- [“New Tasks” on page 48](#)
- [“Changed Web Pages” on page 55](#)

New Tasks

This section provides step-by-step procedures for the following tasks:

- [“Change Data Element Names for the Catalog Entries Page” on page 48](#)
- [“Suppress Data Elements from the Catalog Entries Page” on page 49](#)
- [“Display Data Elements on the Catalog Entries Page” on page 49](#)
- [“Change Sections Link Text on the Catalog Entries Page” on page 50](#)
- [“Suppress Sections Link from the Catalog Entries Page” on page 50](#)
- [“Display Sections Link on the Catalog Entries Page” on page 51](#)
- [“Change Data Element Names for the Class Schedule Listing Page” on page 51](#)
- [“Suppress Data Elements from the Class Schedule Listing Page” on page 51](#)

Change Data Element Names for the Catalog Entries Page

This procedure explains how to change the name (field label) of a data element on the Catalog Entries page (`bwckctlg.p_display_courses`).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select `bwckctlg.catalog_label_text`.
4. Select the *PREFIX* or *SUFFIX* item, as desired, for the data element to be changed.
5. Enter the desired value in the **Information Text** field.
6. Click **Submit Changes**.

Suppress Data Elements from the Catalog Entries Page

This procedure explains how to suppress a data element from appearing on the Catalog Entries page (bwckctlg.p_display_courses).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckctlg.catalog_label_text**.
4. Select the *PREFIX* item for the data element to be suppressed.
5. Delete the value in the **Information Text** field.
6. Click **Submit Changes**.
7. Select the *SUFFIX* item for the data element to be suppressed.
8. Delete the value in the **Information Text** field.
9. Click **Submit Changes**.

Display Data Elements on the Catalog Entries Page

This procedure explains how to display a data element on the Catalog Entries page (bwckctlg.p_display_courses) that has previously been suppressed.

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckctlg.catalog_label_text**.
4. Select the *PREFIX* or *SUFFIX* item, as desired, for the data element to be displayed.
5. Enter the desired value in the **Information Text** field.
6. Click **Submit Changes**.

Note

If desired, you can specify values for both prefix and suffix. ■

Change Sections Link Text on the Catalog Entries Page

This procedure explains how to change the text of the Sections link on the Catalog Entries page (bwckctlg.p_display_courses).

Note

All Sections for this Course is the delivered value for this link, but you can change it. ■

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckctlg.catalog_label_text**.
4. Select **SECTIONS**.
5. Enter the desired text in the **Information Text** field.
6. Click **Submit Changes**.

Suppress Sections Link from the Catalog Entries Page

This procedure explains how to suppress the Sections link from appearing on the Catalog Entries page (bwckctlg.p_display_courses).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckctlg.catalog_label_text**.
4. Select **SECTIONS**.
5. Delete the value in the **Information Text** field.
6. Click **Submit Changes**.

Display Sections Link on the Catalog Entries Page

This procedure explains how to display the Sections link on the Catalog Entries page (bwckctlg.p_display_courses) if it has previously been suppressed.

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckctlg.catalog_label_text**.
4. Select **SECTIONS**.
5. Enter *All Sections for this Course* (or any other desired text) in the **Information Text** field.
6. Click **Submit Changes**.

Change Data Element Names for the Class Schedule Listing Page

This procedure explains how to change the name (field label) of a data element on the Class Schedule Listing page (bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckschd.schedule_label_text**.
4. Select the *PREFIX* or *SUFFIX* item, as desired, for the data element to be changed.
5. Enter the desired value in the **Information Text** field.
6. Click **Submit Changes**.

Suppress Data Elements from the Class Schedule Listing Page

This procedure explains how to suppress a data element from appearing on the Class Schedule Listing page (bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.

3. Select **bwkschd.schedule_label_text**.
4. Select the *PREFIX* item for the data element to be suppressed.
5. Delete the value in the **Information Text** field.
6. Click **Submit Changes**.
7. Select the *SUFFIX* item for the data element to be suppressed.
8. Delete the value in the **Information Text** field.
9. Click **Submit Changes**.

Display Data Elements on the Class Schedule Listing Page

This procedure explains how to display a data element on the Class Schedule Listing page (`bwckctlg.p_disp_listcrse` or `bwkschd.p_get_crse_unsec`) that has previously been suppressed.

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwkschd.schedule_label_text**.
4. Select the *PREFIX* or *SUFFIX* item, as desired, for the data element to be displayed.
5. Enter the desired value in the **Information Text** field.
6. Click **Submit Changes**.

Note

If desired, you can specify values for both prefix and suffix. ■

Change Catalog Link Text on the Class Schedule Listing Page

This procedure explains how to change the text of the Catalog link on the Class Schedule Listing page (bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec).

Note

View Catalog Entries is the delivered value for this link, but you can change it. ■

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckschd.schedule_label_text**.
4. Select **CATALOG**.
5. Enter the desired text in the **Information Text** field.
6. Click **Submit Changes**.

Suppress Catalog Link from the Class Schedule Listing Page

This procedure explains how to suppress the Catalog link from appearing on the Class Schedule Listing page (bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckschd.schedule_label_text**.
4. Select **CATALOG**.
5. Delete the value in the **Information Text** field.
6. Click **Submit Changes**.

Display Catalog Link on the Class Schedule Listing Page

This procedure explains how to display the Catalog link on the Class Schedule Listing page (bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec) if it has previously been suppressed.

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckschd.schedule_label_text**.
4. Select **CATALOG**.
5. Enter *View Catalog Entry* (or any other desired text) in the **Information Text** field.
6. Click **Submit Changes**.

Customize Field Labels on the Course Catalog Search Page

This procedure explains how to customize the labels on the Course Catalog Search page (bwckctlg.p_disp_cat_term_date).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckctlg.catalog_search_label_text**.
4. Select the link of the label to be changed.
5. Enter the desired text in the **Information Text** field.
6. If desired, select an image from the pull-down list in the **Image** field.
7. If desired, add additional text in the **Comment** field.
8. Click **Submit Changes**.

Customize Field Labels on the Class Schedule Search Page

This procedure explains how to customize the labels on the Class Schedule Search page (bwckgens.p_sel_term_date).

1. Access Web Tailor.
2. Select **Information Text** from the Web Tailor Menu.
3. Select **bwckschd.schedule_search_label_text**.
4. Select the link of the label to be changed.
5. Enter the desired text in the **Information Text** field.
6. If desired, select an image from the pull-down list in the **Image** field.
7. If desired, add additional text in the **Comment** field.
8. Click **Submit Changes**.

Changed Web Pages

The following web pages have been changed:

- [“Catalog Entries \(bwckctlg.p_display_courses\)” on page 55](#)
- [“Class Schedule Listing Page \(bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec\)” on page 57](#)

Catalog Entries (bwckctlg.p_display_courses)

The following links have been added to this page. This link behaves differently from those links in the Schedule Types line that it does not limit the sections displayed to a specific Schedule Type. Users can choose to display both the Schedule Types line and the “All Sections for this course” line, or either one independently.

Links to Other Web Pages

This Link	Action
All Sections for this Course	Goes to the Class Schedule Listing page (bwckctlg.p_disp_listcrse) Note: This link is displayed only if one more than one section has been defined for the course for the selected term.
XML Extract	Redisplays the page in XML format. The XML data can then be saved to the user's desktop for a variety of purposes.

The **XML Extract** link calls the new Course Catalog Extract API (sp_catalog_export) to determine which data elements to pull from the database.

[Figure 1 on page 56](#) shows a sample Catalog Entries page, and [Figure 2 on page 57](#) shows the same page rendered in XML after the **XML Extract** link is clicked.

SUNGARD HIGHER EDUCATION

HELP EXIT

Catalog Entries

Fall 2007 (200810)
01/15/2008

i Select the Course Number to get further detail on the course. Select the desired Schedule Type to find available classes for the course.

BOTN 101 - Botany

4.000 Credit hours
4.000 Lecture hours

Levels: Undergraduate (UG)
Schedule Types: Lecture

Return to Previous New Search XML Extract

RELEASE: 8.0

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Figure 1: Catalog Entries page sample

```

<?xml version="1.0" encoding="UTF-8" ?>
- <CrseCat: CourseCatalog xsi:schemaLocation="urn:org:pescc:sector:CourseCatalog:v1.0.0
  CourseCatalog_v1.0.0.xsd" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xmlns:CrseCat="urn:org:pescc:sector:CourseCatalog:v1.0.0">
- <Source>
  - <Organization>
    <OrganizationName>SUNGARDHE University</OrganizationName>
    <FICE>SCTXML</FICE>
  - <Contacts>
    - <Address>
      <AddressLine>SUNGARD</AddressLine>
      <AddressLine>Four Country View Road</AddressLine>
      <AddressLine>Great Valley Corporate Center</AddressLine>
      <City>Malvern</City>
      <StateProvince>Pennsylvania</StateProvince>
      <PostalCode>19355</PostalCode>
      <CountryCode>US</CountryCode>
    </Address>
  </Contacts>
</Organization>
</Source>
- <CourseInventory>
  <CourseSubjectAbbreviation>BOTN</CourseSubjectAbbreviation>
  <CourseNumber>101</CourseNumber>
  <CourseShortTitle>Botany</CourseShortTitle>
  <CourseLongTitle>Botany</CourseLongTitle>
  <CourseEffectiveDate>199408</CourseEffectiveDate>
  <CourseCreditBasis>Regular</CourseCreditBasis>
  <CourseCreditUnits>Semester</CourseCreditUnits>
  <CourseCreditMinimumValue>4</CourseCreditMinimumValue>
  - <CourseLevel>
    <CourseLevelCode>UG</CourseLevelCode>
    <CourseLevelDescription>Lower Division</CourseLevelDescription>
  </CourseLevel>
</CourseInventory>
</CrseCat: CourseCatalog>

```

Figure 2: Catalog Entries XML extract

Class Schedule Listing Page (bwckctlg.p_disp_listcrse or bwckschd.p_get_crse_unsec)

The text of the **View Catalog Entry** link can now be modified using the Web Tailor Information Text routine `bwckschd.schedule_label_text`.



Incomplete Grade Processing Automation Enhancement - Functional



This enhancement allows an institution to automatically assign an incomplete grade code for a course when a student has not completed the coursework in the designated timeframe. This processing assumes a course has been extended to help the student finish the assignments. Extensions can be varied in length due to level (undergraduate or graduate), circumstances (illness or family emergency), research opportunities, or institution policy. Regardless of the nature of the extension, grades of “incomplete” require closure.

When an incomplete grade has been assigned, it indicates that the course has not been finished. However, a final grade may need to be assigned as a default final grade. The default final grade is a replacement grade for the incomplete grade that is assigned if no manual intervention occurs by the time the extension end date is reached. This new processing recognizes incomplete grade code values and automates the conversion of the final grades.

This enhancement contains three main components: the grade collection process and the corresponding rules, the automated processing of unreconciled, incomplete grades, and the display of the incomplete grades.

Incomplete grade replacement is displayed in Student baseline and self-service.

#CMS-RPE24261 is delivered with this enhancement. #CMS-DFCT103896 is resolved with this enhancement.

Please refer to the *Banner Student 8.0 Release Guide* for more information on this enhancement.

This section discusses the following topics:

- [“Processing” on page 60](#)
- [“Changed Web Page” on page 69](#)

Processing

To use this new processing, your institution should review any existing policies regarding the automation of incomplete grades or plan to define such policies. The new SHAINCG form (SHRINCG table) is used to create incomplete grade rules and existing forms have been modified to track default (replacement) grade and extension date information.

The new SHRCINC process is used to automatically change the grade from incomplete to the default final grade on the assigned date. This process examines the date on which the incomplete grade is set to expire, and if that date has been reached or exceeded makes the appropriate grade change. If the incomplete work has been made up and the incomplete grade has been changed through normal Banner grade change processes, the default final grade would have been deactivated as part of the grade change, and no further action is taken.

The Grade Roll to Academic History (SHRROLL) has been modified to roll the incomplete final grade and the extension date from the class roster to history. The process also validates that the incomplete grade is an active grade code for the same level as the final grade that is being replaced.

The self-service grade lookup displays the default, incomplete, final (replacement) grade, the expiration date, and potentially an associated comment when the student has an incomplete grade in any course. The comment, if one exists, identifies whether the extension date is constrained to be less than or equal to, or greater than or equal to the system default extension date.

When an incomplete grade is assigned as the grade for a student in any course, the system will:

- Default and require a replacement grade that the incomplete grade will be converted to on a specified future date, if the incomplete is not changed, and a new grade has not been assigned through normal grade change processes.
- Default and require the date on which the incomplete grade will expire and the default, replacement, final grade will be assigned. (A default expiration date is needed if a date has not been entered for the default replacement grade. Default grades and dates are populated automatically by the new process and can be changed by instructors, if the grade rule values are set to grant that permission.)

New fields for **Incomplete Final Grade** and **Extension Date** have been added to SFASLST and SFAALST. The **Incomplete Grade Ind** and **Incomplete Grade Default** fields have been added to SHAGRDE. The new **Incomplete Final Grade** field has been added to SHATCKN. The **Incomplete Final Grade** fields are enabled for input based on the setting of the **Override Grade** field on SHAINCG. The value displayed is the default from the SHRGRDE table. It can be overridden by the instructor, if that permission has been granted on the incomplete grade rule. A value is required for the **Incomplete Final Grade** field when an incomplete grade is entered for a student.

The **Extension Date** field determines the expiration date, after which the replacement grade is eligible to become the final grade. This field always displays a value, based on the part-of-term data for the term on SOATERM. An extension date can be defined for a part-of-term, the full term, or neither. If no extension date has been defined for the part-of-term that matches the course, the process checks for an extension date for the full term, and if that is not found, then the end date for the full term is used. The extension date for a student can only be changed or overridden when the **Override Grade Date** radio group is set to allow that on the incomplete grade rule. The **Override Grade Date** radio group can be set to: allow any date, not allow any date override, restrict the date to on or before the default extension date, or restrict the date to on or after the default extension date.

Processing for incomplete grade entries requires that:

- A grade code value has been entered which passes the checks for being a legitimate grade and grade mode for this course.
- The entered grade code cannot be another incomplete grade type.
- The date is valid and complies with the value set for the incomplete grade rule.

Grade Collection

Grade code values that are identified as incomplete grade types are maintained within the Grade Code Maintenance Table (SHRGRDE). Multiple grade code values may be defined as incomplete, such as “incomplete-passing” and “incomplete-failing”. Grades are entered in SFASLST, SFAALST, or in Banner Faculty and Advisor Self-Service. When final grades have been entered, the incomplete grade rules need to be checked, as well as the grade code values. The automated process checks the effective term records to see if incomplete grade processing is active for the term.

The process first searches for the most current rule on or before the grading term with a matching level. If none is found, then it searches for the most current rule on or before the grading term where no level is specified. That rule will be the determining processing rule. If the **Incomplete Grade Processing** checkbox is not checked (*N*), then incomplete grade processing is inactive (turned off), and all grades function as non-incomplete grades.

A default term rule can be set up for automated incomplete grade processing. You can also define multiple default rules within the effective term that differ by level. When incomplete grade processing is active (turned on) and incomplete grades have been assigned and rolled to history, the default final grade will be substituted as the final grade during the automated process, in the case that the coursework has not been completed and the grade has not been manually updated by the instructor. The instructor can override the default final grade when it has been assigned and before it is rolled, if override permission has been granted.

Even if grade codes have been defined on SHAGRDE as incomplete grades, along with default, incomplete, final grades, those default, incomplete, final grades and extension dates will not be implemented on student grade records when incomplete grade processing

is inactive (turned off) for the effective rule. Only final grade codes will be recorded. Automated processing checks to see if an incomplete grade has been entered on a student's record (an incomplete grade is in the **Final Grade** field on SFAALST). The grade is determined to be incomplete when the **Incomplete Grade Ind** on SHAGRDE is checked (set to Y) for the grade code attribute. The processing checks the term and level of the student for the course to see if they match the rule on SHAINCG for the effective term.

When incomplete grade processing is active for a rule for one or more levels in a term, it may not necessarily be active for all levels. Therefore, the process checks the student's level for the course. When incomplete grade processing is inactive for a rule that governs the term and course level for the student, then the fields for incomplete grade processing are skipped. When the rule record is found to be active, the additional fields for incomplete grade processing are processed along with the grade code, if it has a type of incomplete in SHRGRDE.

If the grade code is incomplete, the process checks the part-of-term dates for the term in which the work is to be completed by the student. Extension expiration dates can be selected on SOATERM for a part-of-term. If the extension date is not set for the matching part-of-term, then processing will search for an extension date for the full term (where part-of-term is 01). If an extension date is not set for the full term, the end date for the full term will be used. Instructors can override the default date extension and shorten or lengthen it as needed, if override permission has been granted.

Identification of Incomplete Grades

Incomplete grades are identified on SHAGRDE using two new fields. The **Incomplete Grade Ind** checkbox is used to specify that the grade code is an incomplete grade. The **Incomplete Grade Default** field displays the default, replacement, final grade for the incomplete grade. The **Incomplete Grade Ind** checkbox should always be checked (set to Y) when a default final grade exists. If a user sets the **Incomplete Grade Ind** checkbox without entering a default final grade, faculty members need to have override capabilities to enter the incomplete final grades. The **Incomplete Grade Default** field can be NULL, so an instructor can enter those values.

When a grade record is removed or inactivated, the system checks that the grade is not in use as a default, incomplete, final grade on another active grade record. When a user attempts to delete, remove, or inactivate any grade record on SHAGRDE, a verification check takes place. The check ensures that:

- The grade code is not used as a default final grade on any other active grade code record within SHAGRDE (SHRGRDE) for the same level
- The grade code is not used as an incomplete final grade on any Academic History record for its greatest sequence number for current, active grades

If the check finds that one of these conditions exists, an error message is displayed.

When the user attempts to populate the incomplete final grade code, it validates that:

- The grade code already exists in the SHRGRDE table
- It is active for the level of the incomplete grade for which it is being defined
- It is not the same grade code for which it is being defined
- It is not another incomplete grade code

This criteria controls the pulldown list for the **Incomplete Grade Default** field. The grade code must be:

- Active as of the most recent effective term relative to the grade code entry
- For the same level as defined on the existing record
- It cannot be the same grade code value as the grade code value for this record
- It cannot be an incomplete grade (that is, the **Incomplete Grade Ind** must be unchecked or set to *N*)

If these conditions are not met, errors will be displayed:

- If you enter a grade code value for the incomplete grade default that is not defined within SHAGRDE as an active grade code for the same level as the final grade code, an error is displayed.
- If you enter the a grade code value for the incomplete grade default that is the same as the final grade code, an error is displayed.

Assignment of Incomplete Grades

Default final grades may be entered or defaulted at the time an incomplete grade code is assigned. If the outstanding coursework is not completed, then the default or replacement final grade will be applied at a point after the expiration date. The defaulted grade does not take into account the effort to date made by the student for the course. The instructor can override the default final grade, if institution policy allows. This capability is maintained in the new SHAINCG rules form and the SHRINCG rules table.

For example, if the coursework has not been completed, then a default grade of "failing" can be assigned. This is an institutional default from the SHRGRDE table. However, at the time grades are entered, the instructor can acknowledge that an individual's efforts to date already meet the criteria for a passing grade, such as a "C", but that this student has not successfully completed all the required work. Consequently, the instructor can override the default, incomplete, final grade from "failing" to a different valid grade code, such as "C", and allow for the completion of the remaining work. Alternatively, institutional preference can be to assign different defaults for different incomplete grade codes within a level, such as incomplete-passing and incomplete-failing.

Assignment of Extension Dates

A date is needed at the time an incomplete grade is assigned, at which point the default final grade is eligible to become the final grade, as the remaining work has not been completed by the extension date expiration. The default extension date is stored with the term setup date for terms and parts-of-term on SOATERM. (Extensions dates can be set at the part-of-term level.)

If there is no extension date for the matching part-of-term, the process checks for a full term value designated as part-of-term 1. If part-of-term 1 has no specified extension date, the process uses the end date for the full term. The rules on SHAINCG determine if the instructor can change the extension date for the incomplete grade.

The new **Incomplete Extension Date** field in the Base Part of Term block on SOATERM works as follows:

- When the process determines that the student is to be included, it checks the extension date using the part-of-term for the CRN. The course part-of-term (SSBSECT_PTRM_CODE) needs to match the part-of-term for the rule (SOBPTRM_PTRM_CODE). The corresponding term (SSASECT_TERM_CODE) needs to match the term for the rule (SOBPTRM_TERM_CODE).
- If an extension date (SOBPTRM_INC_EXTENSION_DATE) exists for the part-of-term that matches the CRN, the process uses it as the default extension date. If no extension date exists for the matching part-of-term, then the process checks for an extension date on the full term. If no extension date exists, the end date (SOBPTRM_END_DATE) of the full term is used as the expiration date. If the part-of-term for the CRN is null, as for open learning courses, a value of 1 is substituted which reverts to the full term value.

Assignment of Comments for Incomplete Grades

Grade comment codes can be entered on SFASLST and SFAALST for any grade code using the list of valid values from STVGCMT. Comments can also be entered for incomplete grades with associated comment codes on STVGCMT to justify the incomplete status. The grade comment code on STVGCMT can be up to seven characters, and the accompanying description can be up to 200 characters. Generic situations can be defined here for things such as family leave, illness, or other events.

Building Rules for Incomplete Grade Processing

Rules for grade collection are determined by term and level. If your institution has not used incomplete grade automation, a delivered effective term value of 000000 can be used. Multiple rules can be established for a term, using different levels for each rule. If your rules have always been the same for all levels, then only one rule is needed for each effective term. When rules vary by level, a separate rule is needed to distinguish that rule from the default setting for all unspecified levels. The level is NULL when the rule pertains to all unspecified levels.

For example:

- The initial overall (default) rule for the institution has a term value of 000000 and a level value of NULL. Automated incomplete grade processing has been inactive.
- A single processing rule exists for term 200810.
- Term 200910 has a rule for GR (graduate level), and no other new rules.
- Term 200930 has a rule for DOC (doctorate level), and no other rules. Other rules will revert to the rule for the most recent effective date that includes the associated level.

Rule	Effective Term (required)	Level (required)	Active/Inactive	Override Grade
1	000000	NULL	Inactive	
2	200810	NULL		
3	200910	GR		
4	200930	DOC		
5	201010	NULL		

Example 1

All processing for term 200720 reverts to record (1), as no entry exists for 200720, and no entries have been added since the seed data rule for 000000. No distinct rules by level exist. Incomplete grade processing remains inactivated.

Example 2

All processing for term 200810 reverts to record (2), as a rule exists that takes effect in 200810. No distinct rules by level exist. Therefore, all levels in 200810 are governed by record (2).

Example 3

All processing for term 200820 reverts to record (2), as no entry exists for 200820. No distinct rules by level exist, so all levels revert to the rule for 200810, which is the last effective rule.

Example 4

All processing for the graduate level of GR, starting in term 200910, reverts to record (3). However, all processing for non-graduates in term 200910 reverts to record (2), as no prior rules by level exist, so all levels revert to the rule for 200810, which is the last effective rule.

Example 5

All processing for the doctoral level of DOC, starting in Term 200930, reverts to record (4). All processing for graduate level GR continues to revert to record (3), and all other levels in term 200930 revert to record (2).

Example 6

All processing for all levels except DOC and GR, starting in Term 201010, reverts to record (5). DOC continues to revert to record (4), which is the most recent record for that level, and GR continues to revert to record (3), which is the most recent record for that level.

Note

If a rule entry is set so that incomplete grade processing is inactive, then the **Override Grade** and **Override Grade Date** fields will have no effect, as incomplete grades within SHAGRDE will be treated as non-incompletes. However, the **Web Display** field on SHAINCG may still pertain to coursework that could have been completed for a different level or in a different time period during which incomplete grade processing may have been active. ■

Automation of Grade Changes

A new process is delivered for this enhancement that automates the updating of grade changes in Academic History, once extension dates for the completion of coursework have expired. This automated process works with the existing grade roll processing. Grades are still posted to the class roster or the attendance roster and are then rolled to history, including any incomplete grade codes. The roll process can be accomplished manually on SFASLST or SFAALST or by running SHRROLL. When the grades are rolled to history, the grade code values cannot be modified, as they could on the roster before they were rolled. The new **Incomplete Final Grade** and **Extension Date** fields are rolled to history with incomplete grades.

Grades are entered in baseline or in self-service, and grade changes may be made until the grades are rolled. After grades are rolled, grade changes can only be recorded in Academic History on SHATCKN. Incomplete grades are captured along with default final grades and extension dates on the class roster and are then rolled to history with the courses. The incomplete final grade and extension date can then be maintained on SHATCKN, and those changes are not restricted by the override permissions on the grade rule, (as SHATCKN is for restricted administrative override users).

This new SHRCINC process can be run as needed to update default replacement grades for incomplete courses with expired extensions to final grades for those courses. It is run by term, and/or level, and/or CRN. Multiple terms can be used. Reason codes (STVGCHG) can be entered to show why the grade was changed, and the reason is added to each grade entry. Grade comment codes (STVGCMT) can also be added to each grade entry. The process checks for incomplete grades (default, incomplete, final grades) and

compares the system date to the grade extension date to find the expired records. You have the option of running this process in Audit Mode and then Update Mode. You can also use a future date option in Audit Mode to check the extension dates that are on file.

When a grade change is needed (SHRCINC is run in Update Mode), a new grade entry is made for the course in Academic History for the final grade. A second grade entry is automatically created after the first new entry, if grade substitution is necessary. For example, an instructor assigns a student a final grade of "Incomplete" and a default, replacement, final grade of "C". However, the student is taking the course as "Pass/Fail". The process checks the grade and the extension expiration date, and then creates a new grade change entry with a final grade of "C". It checks whether a grade substitution needs to take place. If so, then a second grade change entry is created with the final grade of "P" and a reason code of "SG". The reason code of "SG" must be used for the grade substitution, as it is a hardcoded. No grade comment code is attached for the grade substitution entry.

When run in Update Mode, you can recalculate the GPA. (You can also defer recalculating the GPA and perform that task when you want to after checking grades on SHATCKN and then running the Calculate GPA Report (SHRCGPA) in Collector Mode.) Consider that when the GPA is recalculated, you may need to send out revised grade mailers (SHRGRDE). Check that a grade mailer entry exists in the collector table with a request type of *R* (revised) and a print status of NULL for each student with grade changes.

When the GPA is recalculated using SHRCINC, only students that have been selected for an automated grade change resulting from an incomplete grade will be processed. The students that are processed will have their entire GPAs updated, not just the grades that are changing due to default grades. If any uncalculated grades exist for those students, those graded will be updated during the process.

SHRCINC also populates the SHRCGPA collector table used by SHRCGPA report. When SHRCGPA is run in Collector Mode, it selects records that have been defined for processing whether table entries have been populated by SHRRPTS or SHRCINC.

Display of Grades in Self-Service

Grades are displayed in Banner Student Self-Service in the Final Grades page. When the **Web Display (Indicator)** on SHAINCG is checked (set to *Y*) for the rule, incomplete grades are displayed in self-service within a separate data block with the associated extension dates and the default, replacement, final grades. In Banner Faculty and Advisor Self-Service, instructors can also enter and override the incomplete final grade for the incomplete grade, as well as override the default date, if permission has been granted on the governing incomplete grade processing rule.

Processing Results

Grades posted to the class roster are stored in the SFRSTCR table prior to being rolled to history. This table now handles the incomplete final (replacement) grade and the incomplete grade extension date. The existing grade comment code (STVGCMT) can be used for grade comments for incomplete grades. If a final grade is changed and posted on the class roster, and the prior grade was an incomplete grade, the incomplete final grade (SFRSTCR_GRDE_CODE_INCOMP_FINAL) and extension date (SFRSTCR_INCOMPLETE_EXT_DATE) values will be removed. These fields can be repopulated with the entry of a new incomplete grade code. The incomplete final grade can be changed before the roll takes place, if the rule allows for this (the SHRINCG_INCOMP_GRDE_OVER_IND is set to Y).

Once the grades have been rolled to history, no changes can be made outside of Academic History, except for updating the grade code comment. If a grade is rolled as an incomplete grade, the associated fields cannot be maintained in Banner Faculty and Advisor Self-Service or on SFASLST (class attendance roster) and SFAALST (class roster).

The SHRTCKG table also now includes the incomplete final (replacement) grade. The existing extension date will be used for incomplete grade date extensions, as well as the existing grade comment code (STVGCMT) for grade comments for incomplete grades. Comments can also be entered on the class roster (SFASLST/SFAALST) and are rolled to history.

When an incomplete grade is rolled to and stored in Academic History, the associated incomplete final grade and extension date values will remain intact on SFRSTCR, and are transferred to history along with other data. SHATCKN now includes a field for the incomplete final grade.

The incomplete final grade and the extension date (as well as grade comment code) can be maintained on the Academic History record for the most current grade entry. However, the incomplete final grades and extension dates are protected or disabled for all records that are not the most current. Since the extension date now triggers the automated processing, this preserves an audit history. Changes to incomplete final grades can be tracked by adding a change reason (STVGCHG) and entering a new replacement grade code. The final grade entry cannot be changed, unless a new grade change entry is created.

Changed Web Page

Final Grades (bwskogrd.P_ViewGrde)

The following fields have been added to this page.

Web Page Fields

Item	Description/Source Information
<i>The following fields are in the Incomplete Coursework section. This section is displayed only if the student has incomplete coursework.</i>	
CRN	Course reference number for the class. The value comes from the Student Course Registration Form (SFAREGS).
Subject	Subject of the class. The value comes from the Subject field of SFAREGS.
Course	Course number of the class. The value comes from the Course field of SFAREGS.
Section	Section number of the class. The value comes from the Section field of SFAREGS.
Extension Date	Date by which coursework must be submitted to earn a grade other than the default final grade specified.
Default Final Grade	Grade that will be assigned for the class if coursework is not submitted by the extension date.

The following new requirement is needed to ensure the new Incomplete Coursework section is displayed for relevant students.

Setup Requirements

Item	Description
Incomplete Grade Rules Form (SHAINCG)	If you want the Incomplete Coursework section to be displayed on the Web, select the Web Display checkbox.



Waitlist Automation - Functional



Waitlisting is an enrollment management tool that assists in maximizing enrollment numbers in individual course sections. It allows institutions to track excess demand for seats in courses where enrollment limits have been met and then create priority queues to assign seats as they become available due to drops and withdrawals. Students use waitlists to get in line for courses they need to fulfill their requirements. This new automated waitlist processing assists in managing the movement of students from waitlists to active registration statuses through rule and control forms and job submission processes. This processing is also used in self-service registration.

Please refer to the *Banner Student 8.0 Release Guide* for more information on how this enhancement affects self-service processing.

The rest of this section discusses the following topics:

- [“Processing” on page 71](#)
- [“Modified Web Pages” on page 94](#)

Processing

This enhancement includes updates to existing waitlist and registration functionality to help students to move from waitlisted to registered status, to help institutions configure rules to control waitlist priority, and to support self-service waitlist functions. Waitlist notification is term-based and can be turned on and off by term as needed on the new SOAWLTC form. This form provides verification checking and severity warnings for waitlist processing, similar to the registration error checking on SOATERM. Additionally, SOAWLTC includes rules to prioritize student waitlists beyond the first-come, first-served ordering that is needed for certain situations. Waitlist processing can also be controlled for an individual CRN using the new SSAWLSC form. Additional new waitlist review forms and processes allow you to review waitlisted students, manually adjust a student's waitlist priority, and resort the priority order.

Note

Automated waitlist processing is not used with open learning courses. ■

When a seat becomes available for registration, an email notification is sent to designated individuals. These can include the student, primary instructor, primary advisor, and registrar. The notification email content is configured on SOAELTR for the letter code

defined on GTVLETR and uses the new module code of *F* (Registration) from STVELMT. Notification emails are sent when available seats exist. The time period in which the student must register before the next student is notified is defined on the SOAWLTC form. This automatic notification is performed either online as seats become available or through the new SFRBWLP batch process.

When the time period has expired and the student has not registered for the course, the student is removed from the waitlist. Before the student is removed, the student's registration status is checked to see if it has changed from "waitlisted" to "registered". If it has not, the SFRBWLP batch process will update the student's registration status to *DD* (dropped/deleted), remove the registration record, and then notify the next student on the waitlist. If no more waitlisted students exist, the notification processing stops. The dropped student is not notified of the status change.

 **Note**

The new SFRBWLP batch process must be used to update the expired waitlist notices, even if the **On-line Waitlist Notification** checkbox is checked on SOAWLTC. SFRBWLP should be set up and run in sleep/wake mode. ■

Seats become available for notification when the following occurs:

- Another registered student is dropped, and the resulting number of remaining available seats recorded on SSASECT minus the number of unexpired notifications is greater than zero.
- The maximum enrollment is increased on SSASECT, and the resulting number of remaining available seats recorded minus the number of unexpired notifications is greater than zero.
- The SFRBWLP process finds a notification that has expired, the entry is removed from the student's list of registered courses, and the resulting number of remaining available seats on SSASECT minus the number of unexpired notifications is greater than zero.

When automated waitlist processing is no longer valid for a term, SFPWAIT is used to clear the waitlists and the associated notification tables. The new SSRASTZ process can also be used to change the remaining available seats for all CRNs to zero.

Configuring Waitlist Processing

You can define how automated waitlist processing will work at your institution using the new and existing forms and processes. Use the new SOAWLTC form to configure general waitlisting by term.

SOAWLTC allows you to:

- Activate the automatic waitlist notification process as needed
- Specify whether waitlist notification is performed online or in batch
- Specify the time period in which students must register before the notification expires
- Specify whether students are allowed to see their positions in the waitlist queue
- Define who will be notified (student, instructor, advisor, and/or registrar)
- Define letter codes for the various recipients of the notification emails
- Define waitlist priority rules and waitlist reordering
- Specify section options error checking levels for waitlisting
- Specify whether waitlisted coursework should be included when performing student options error checking
- Specify course characteristics which must be met before priority rules are applied
- Define priority rules which give student populations preferential treatment when waitlisted
- Specify student populations by characteristics that are not allowed to use the waitlist function
- Define waitlist priority rules and waitlist reordering

If a CRN has special requirements for automated waitlist processing, the waitlist setup defined at the institutional level can be changed at the CRN level for that course. Use the new SSAWLSC form to configure waitlisting by CRN.

SSAWLSC allows you to:

- Activate error checking as defined on SOAWLTC
- Activate the automatic waitlist notification process as needed
- Specify whether students are allowed to see their positions in the waitlist queue
- Specify the deadline for students to move from waitlist to registered status when seats become available.

Letters formats can be configured for specific information types depending on the recipients. You can:

- Configure letter codes on GTVLETR
- Associate the letter module code of *F* (Registration) on STVELMT to the letter codes from GTVLETR
- Build letters on SOAELTR using the information available from the AS_STUDENT_REGISTRATION_DETAIL Object:Access view.

 **Note**

If automated waitlist processing is not defined for a term, previous waitlist rules will be used, and the system assumes that waitlist notification is turned off (inactivated). ■

Processing Order

Banner Student controls the queue of students (with waitlist registration statuses) that are registered for the CRN and allows a waitlisted student to enroll in the course as soon as a seat becomes available. When a student attempts to register as waitlisted for a CRN, automated waitlist processing occurs as follows:

1. The process considers the setting of the **Automatic Waitlist Notification** checkbox on SOAWLTC and SSAWLSC to see if automated waitlisting is active. When the **Automatic Waitlist Notification** indicator is checked (set to *Y*) on SSAWLSC, this takes precedence over the setting of the indicator on SOAWLTC.

When no record exists on SOAWLTC, automatic waitlist processing is not performed. Error checking performed for courses with waitlisted students is controlled by the settings on SOATERM, including time conflict checking.

When a record exists on SSAWLSC or SOAWLTC and the **Automatic Waitlist Notification** checkbox is unchecked (set to *N*), automatic waitlist processing is not performed. Error checking performed for courses with waitlisted students is controlled by the settings on SOAWLTC.

Assuming that the **Automatic Waitlist Notification** indicator is checked (set to *Y*), the processing continues as follows:

2. When waitlist exclusion rules have been defined on SOAWLTC, the student's characteristics are compared to the characteristics defined in the rules. If all of the student's characteristics match all the characteristics defined for any of the rules, then the student is not allowed to waitlist the course.
3. The Student Options and Section Options error checking is performed based on the settings defined on the Waitlist Error Checking window of SOAWLTC. If an entry exists on SSAWLSC for the CRN and the **Use Waitlist Registration Error Checking** checkbox is unchecked (set to *N*), no error checking is performed.

4. When no fatal errors are found, an evaluation is performed to match the characteristics of the waitlisted CRN against the characteristics of the entries in the Waitlist Course Selection window on SOAWLTC.

When a match is found or when no entries exist, the student's characteristics are compared to the characteristics defined in the Waitlist Priority Rules window on SOAWLTC. The student's waitlist priority is assigned based on the results of this evaluation.

When no match is found, the student is assigned a priority on a first-come, first-served basis.

5. When seat becomes available, two options exist:

When the **On-line Waitlist Notification** checkbox on SOAWLTC is checked, a notification email is sent to the designated individuals.

When the **On-line Waitlist Notification** checkbox is not checked, the notification is sent the next time the SFRBWLP process is run.

 **Note**

At the time the notification is sent, the expiration date and time are calculated based on the value of the **Waitlist Notification Deadline** field. ■

6. Prior to the expiration date and time, the student is eligible to enroll in the CRN for which the notification was sent. The Student Options and Section Options registration error checking (as defined on SOAWLTC) are enforced at the time that the student tries to register.

If the student does not use the available seat, and the notification deadline expires, that student is removed from the waitlist queue by SFRBWLP, and the next student in the waitlist is notified to use the available seat.

Unless there are more seats available than there are students on the waitlist, no students, other than those who have been notified, are allowed to enroll in the course.

Other students are only allowed to register as waitlisted if remaining waitlist seats exist.

Waitlist Registration Verification Checking

Normal registration eligibility checking occurs before a student can be added to a waitlist. When a fatal error is received, the student cannot register as waitlisted for the course. If SOAWLTC is not used for a term rule, registration error checking is controlled by the settings on SOATERM. New optional controls can be used as well.

SOAWLTC is used for waitlist registration verification checking and error severity warnings. Section options for severity checking on waitlisted courses include: approvals,

capacity, field of study, department, college, level, class, campus, degree, program, student attributes, and cohort. Student options for verification on waitlisted courses include: time conflicts, prerequisites, corequisites, duplicates, and links. The student options functionality on SOAWLTC differs from the functionality on SOATERM. For the student options, SOATERM controls the severity level of the error, and SOAWLTC controls whether or not to include waitlisted CRNs in error checking.

- When the **Duplicates** radio group is set to *Fatal* on SOATERM, a student can be enrolled in a course and also be waitlisted for a more desirable section of the same course. In addition, a student can be waitlisted for multiple sections of the same course.
- When the **Duplicates** radio group is set to *No Check* on SOATERM, waitlisted courses are not included in the duplicate error checking, and the student can waitlist multiple sections of the same course. In addition, the student can also be enrolled in a section of the same course but could not be enrolled in two sections of the same course.
- When the **Duplicates** radio group is set to *Yes* (in the Include Waitlisted Courses in Student Options Error Checking section) on SOAWLTC, a student can only be waitlisted for one section of a course.

Waitlisted courses are included with registered courses in time conflict error checking based on the setting of the **Time** radio group (in the Include Waitlisted Courses in Student Options Error Checking section) on SOAWLTC. Assuming that the **Time** radio group on SOATERM is set to *Fatal*, the following occurs.

- If this radio group is set to *No*, a course can be waitlisted, even if a registered class already exists for that time slot.
- If this radio group is set to *Yes*, a course may not be waitlisted if a registered class already exists for that time slot.

 **Note**

The GTVSDAX rule for *WLTIMECON* is no longer used. Time Conflict checking is now controlled at the term level. If rules are not set up on SOAWLTC, error checking for time conflicts is based on the setting on SOATERM. ■

The **Links**, **Corequisites**, and **Prerequisites** radio groups (in the Include Waitlisted Courses in Student Options Error Checking section) on SOAWLTC perform error checking as follows.

- When these options are set to *No*, verification is performed to check for related coursework.
- When these options are set to *Yes*, verification that all related coursework requirements are met is performed according to the setting on SOATERM. Requirements that apply to waitlisted coursework can be met by either another waitlisted course or a by a registered course. Requirements that apply to registered coursework must be met by other registered coursework.

The *Fatal*, *Warning*, and *No Check* settings for the Section Options radio groups perform independently of the respective settings on SOATERM. Courses will allow waitlisting if it is appropriate, based on the SOAWLTC settings and the relevant data that is validated for the settings.

The **Use Waitlist Registration Error Checking** checkbox on SSAWLSC is used to turn the Student Options and Section Options error checking criteria on and off for individual CRNs.

- When the field is checked, error checking is performed for the CRN based on the settings on SOAWLTC.
- When the field is unchecked, error checking is not performed.

 **Note**

For Banner Student Self-Service registration, when the SOATERM setting for an option is *Fatal*, setting the respective section option to a lesser error checking level on SOAWLTC does not apply.

For example, if the **Department** option on SOATERM is *Fatal* and the same option on SOAWLTC is *No Check*, the error checking will only apply to registration records processed on SFAREGS. Since the default processing in self-service is to check the registration status before checking the waitlist status, the fatal registration error from SOATERM will be displayed and will prevent waitlisting. ■

Registration Verification Checking

When a student is registered as waitlisted, a position on the waitlist is assigned using the waitlist priority rules in first-come, first-served order unless priorities are customized using priority rules or manual adjustments. If the waitlisted student receives an available seat notification, the student can register for the course until the notification deadline has expired. In order to register for the course, the registration status (STVRSTS) must be changed from “waitlisted” to “registered”. This can be processed on SFAREGS or in Banner Student Self-Service. If the waitlisted student tries to register for the course during the notification deadline, and a registration error occurs (such as time conflict, prerequisite, corequisite, and so on, as defined on SOATERM), the student's priority on the waitlist is maintained until the defined deadline. This gives students the opportunity to rearrange their schedules or resolve erroneous errors in order to enroll for the waitlisted course.

 **Note**

If a waitlisted student who has not been notified tries to register for the course, an error is displayed, and registration is not allowed. This will also occur for any student who is not yet registered and is not already on the waitlist. ■

Managing Waitlist Priorities

You can configure waitlist priorities and exclusions based on rules by term using SOAWLTC. If no rules have been defined, the default priority for the waitlist queue is first-come, first-served. The timestamp of the registration status code on the SFRSTCR table determines the order of the queue.

Waitlist priority rules apply to all sections that meet the institution section selection criteria. These selection criteria include: college, subject, course number, CRN, and section attributes. If no section selection criteria have been defined in the Waitlist Course Selection window on SOAWLTC, the waitlist priority rules apply to all sections.

You can define waitlist priority rules in the Waitlist Priority Rules window on SOAWLTC to alter how priorities are controlled and define groups of students that comply with selection criteria. Rule priorities control which group of students takes precedence, and students within a group are ordered on a first-come, first-served basis. The selection criteria for waitlist priority rules within groups include: class, campus, level, college, program, field of study, department, primary/secondary curriculum, student attributes, student GPA range (minimum/maximum), academic standing, and cohort.

You can also exclude groups of students from waitlist processing in the Waitlist Exclusion Rules window on SOAWLTC. The selection criteria for waitlist exclusion rules within groups include: class, campus, level, college, program, field of study, department, primary/secondary curriculum, student attributes, student GPA range (minimum/maximum), academic standing, and cohort.

Reordering Waitlist Priorities

When a student is registered as waitlisted, the registration process assigns a waitlist priority to the student for the CRN. Waitlists can be reordered based on priority. Processing events can necessitate a change to the order of an existing waitlist. These events could be the need to reposition an individual on a waitlist, adjust the priority rules as defined on SOAWLTC, or add/remove CRNs from a cross-listed group. Waitlists can have the priority recalculated as follows:

- The new SFAWLPR, SFAXWLP, and SFARWLP forms allow you to manually manage the waitlist priority of the students for a CRN or apply the waitlist priority rules to automatically reorder the list. Manual changes must be recorded so the SFPWLRO process does not reassign a new priority.
- The new SFPWLRO process is used to reorder waitlists in batch for all sections that meet institutional configured selection criteria according to institutionally specified rules. The SFPWLRO process can be selected from the Options Menu on SFAWLPR, SFARWLP, and SFAXWLP for individual CRNs.

The SFPWLRO process applies the priority rules, reorders the waitlist for the CRN, and assigns a new waitlist priority number to each student registered on the

waitlist. By default, manually modified waitlist priorities are left intact. But optionally, when run in batch, this process can override the manual assignments.

- Banner Student Self-Service and Banner Faculty and Advisor Self-Service now display the student's current position on the waitlist for all waitlisted sections. You can choose which waitlists are displayed.

Reviewing Student Waitlist Status and Priority

Students can view their current waitlist positions and notification deadlines on the Student Detail Schedule page in self-service when the settings on SOAWLTC or SSAWLCS (for specific CRNs) allow this. The waitlist position and notification deadline information is now printed on the Class Roster Report (SFRSLST) and is listed for the instructor in self-service. Instructors can also view the student's waitlist position on the Summary Waitlist page and the Detail Waitlist page in self-service. SFAWLPR, SFARWLP and SFAXWLP are used to view student waitlist rosters for those students who have not been notified.

The SFIWLNT form is used to query on and display students who have already been notified. The information includes the registration date and time, waitlist priority, waitlist status, notification date, and expiration date.

Reserved Seats Overflow

A new **(Reserved Seats) Overflow** checkbox has been added to the Reserved Seats window on SSASECT. This indicator can be used for each reserved seats rule, to allow a specific rule to overflow reserved seating to unreserved, available seats. This indicator allows students who meet the reserved rule to successfully register when the reserved rule is full and available seats exist in the non-reserved rule. The **(Reserved Seats) Overflow** checkbox is not used to waitlist students in the non-reserved rule. Its sole purpose is to find an available seat for immediate registration.

If the student's reserved rule is full, whether or not it has available seats on the waitlist, if the **(Reserved Seats) Overflow** checkbox is checked (set to Y), the non-reserved rule will be checked for seat availability. The non-reserved rule will only be used for overflow seating if available seats exist and there are no students on the non-reserved rule waitlist. Otherwise, registration processing will use the reserved rule and issue capacity messages, as usual.

Capacity Verification

When the number of available seats does not exceed the number of students on the waitlist for the course, no other students can enroll in the course. When a seat becomes available and a waitlisted student is notified, this position is reserved for the notified student, and no other students can register for this seat. When a waitlisted student has received notification, the seat remains reserved for the student until the expiration date and time

have passed. Prior to the deadline being reached, the student can change the registration status from “waitlisted” to “enrolled” or from “waitlisted” to “dropped” to “enrolled”.

For cross-listed CRNs, capacity verification for enrollment considers the actual enrollment for all the CRNs and the waitlists for the CRNs as well. The waitlists are consolidated into a single queue. In order for a student to enroll in a cross-listed CRN, there must be at least one available seat for the CRN and the cross-list group.

- When no available seats exist in the cross-list group, the student is not allowed to enroll in a cross-listed CRN, even though the CRN may still have available seats. If the CRN allows waitlisting, the student may register for the waitlist.
- When there are available seats in the cross-list group, but no available seats exist for the cross-listed CRN, the student is not allowed to enroll in the CRN. If the CRN allows waitlisting, the student may register for the waitlist.
- Enrollment in cross-listed CRNs with available seats can take place, even though other CRNs in the cross-list group are closed and have waitlists.

For reserved seats, capacity verification for enrollment considers the waitlist capacity for each reserved seat rule. If at least one student is registered as waitlisted for the course for a specific reserved seat rule, no other students can enroll in the course using the same rule. The exception to this is where at least one student is registered as waitlisted for an unreserved seats rule or any other rule where the **Overflow (Indicator)** is checked on the new SFARWLP form. In this case, no student is allowed to enroll for the course using the unreserved seats rule. Only waitlist registration is allowed.

A student who is waitlisted and has been notified of an available seat can enroll in the course before the notification deadline expires. This applies to a student with a dropped status or who has been dropped due to an error such as a time conflict or a prerequisite and who wishes to resolve the situation.

The following error messages are displayed when a student attempts to register for a course that has waitlisted students.

Error	Description	Result
<i>CLOSED - ### WAITLISTED</i>	No regular seats available, ### student waitlisted	Student registers as waitlisted
<i>OPEN - ### WAITLISTED</i>	Regular seats available, but ### students waitlisted	Student registers as waitlisted
<i>CLOSED - WAITLIST FULL</i>	No seats available neither regular nor in waitlist	Not allowed to register
<i>OPEN - WAITLIST FULL</i>	Regular seats available but no seats on waitlist	Not allowed to register

Notifying Students of Available Seats

A seat can become available for a waitlisted student when: a student drops the course, the maximum seat capacity for a CRN is modified on SSASECT, or the maximum seat capacity is modified for a cross-listed CRN on SSAXLST. When any of these events occurs, the automated waitlist process is triggered. The process identifies whether the notification should be online or through the batch process. When the batch process is used, a record is inserted into a collector table for later processing. When online notification is used, the waitlist notification process is triggered. This process notifies the next student in the waitlist queue that a seat is available and assigns the student a deadline by which registration must occur. This notification takes place using email. If the student does not enroll in the course by the time the waitlist notification expires, the next student in the queue is notified.

The SFRBWLP batch process is used to notify waitlisted students of available seats. The process removes students from the waitlist when notifications have expired, processes all CRNs in the collector table with a pending status, and calls the waitlist notification procedure. When SFRBWLP removes registration entries which have expired, no notification email is sent, but a registration audit record is generated with the message *Waitlist Notification Expired On (date)*. The batch process can be run in sleep/wake mode.

A notification is considered to be expired when a seat becomes available for a CRN, the list of notified students is examined, and any notifications which have reached the deadline are marked as expired. Then the next student notification is sent. SFRBWLP is used to identify notifications which have expired but have not yet been evaluated, because no new seats have become available for that CRN. SFRBWLP can be run in sleep/wake mode or run on a regular basis to assist in promptly identifying expired notifications.

Note

Even though some students may remain on the waitlist, a notification does not remain active after it has expired. The student must re-enter the waitlist and receive a new notification. ■

When the waitlist record is removed by the SFPWAIT purge process or using mass drop functionality from the SFAMREG form, no automatic notification will be sent to the student regarding the removal from the waitlist.

To use email notification to contact waitlisted students about available seats, the appropriate email letter needs to be defined on SOAELTR. The letter module code of *F* (Registration) must be defined on STVELMT as a system-required value. This code is associated with the AS_STUDENT_REGISTRATION_DETAIL Object:Access view, which contains the necessary data related to waitlist notification. The letter module code can then be associated with the appropriate letter code rules on SOAELTL.

Modifying Available Seats

The new *SSRASTZ* process sets available seats to zero, as of a specific date, to force all additional registration records to be processed through the waitlist. The process can be run in Audit Mode to check which course would be affected without actually changing the available seat count.

Courses with Reserved Seats

Reserved seats waitlists are managed on the new *SFARWLP* form. Waitlists for courses with reserved seats are treated as independent waitlists based on the reserved seat rules that have been set up. If a student drops a course, which creates an available seat for the reserved rule that corresponds to this student, and this rule allows for waitlisting, then the next student is selected from the list of waitlisted students on that specific rule. An exception exists in the case of a *NULL* rule. If a seat becomes available for the *NULL* rule, all waitlisted students with rules where the **Overflow (Indicator)** is checked on *SFARWLP* are treated as a single waitlist. This allows all eligible students to be considered, and the student with higher priority is notified of the available seat.

Cross-listed Courses

The new *SFAXWLP* form is used to review and manage waitlist priorities for cross-listed courses. Waitlists for cross-listed courses are treated as a single waitlist. When a seat becomes available for a cross-listed course, the processing looks for the next waitlisted student considering all waitlisted students for the cross-listed CRNs. A seat becomes available when a student drops a cross-listed CRN or when the maximum enrollment of the cross-listed courses has been modified using *SSAXLST*.

In order to determine which student is next on the waitlist, all waitlists (from all cross-listed CRNs with waitlisted students where remaining seats that are greater than zero) must be checked. The student with the highest priority is chosen first. If a waitlist exists for the CRN, but remaining seats are available, it is likely that the maximum enrollment for the cross-listed courses was reached before the maximum enrollment for the CRN was reached. In this case, the next student in the waitlist might not necessarily be the first in line. A student waitlisted for another CRN in the cross-listed group could have a higher priority.

Drop Processing

Two *GTVSDAX* rules are used with automated waitlist processing.

- The *ADMINDROP* rule uses verification checking for connected courses that are waitlisted.
- The *AUTODROP* rule considers a waitlist status to be an active registration status for verification checking.

Waitlisting in Self-Service

Waitlist queue positions for students are displayed in Banner Student Self-Service and Banner Faculty and Advisor Self-Service. Students can check their positions on the waitlist on the Student Detail Schedule page. Faculty can also view see the position of the students on the waitlist. Waitlist notification expiration dates can be viewed in self-service.

The modified Web pages in Student Self-Service include:

- Student Detail Schedule page
- Registration History page

The modified Web pages in Faculty and Advisor Self-Service include:

- View Student Schedule page
- Detail Wait List page
- Summary Wait List page
- Add or Drop Classes page

Waitlist Examples

These examples assume that the **Automatic Waitlist Notification** and the **On-line Waitlist Notification** checkboxes are both checked (set to Y).

Example for Standard Course

For the following course:

CRN	Subject	Course	Sequence	Title		
10010	BIO	101	01	Biology I		
Enrollment			Waitlist			
Maximum	Actual	Remaining	Maximum	Actual	Remaining	
20	20	0	5	4	1	

Capacity Verification and Waitlist Notification

When a student tries to enroll for this course, the following message is displayed: *CLOSED - 004 WAITLISTED*. The student can select a waitlist registration status. If no verification error occurs, the student is waitlisted, the waitlist count is updated to five (5), and the number of remaining waitlist positions becomes zero (0).

Enrollment			Waitlist		
Maximum	Actual	Remaining	Maximum	Actual	Remaining
20	20	0	5	5	0

The next student who attempts to enroll in this course receives the following message: *CLOSED - WAITLIST FULL*, and that student is not allowed to register for the course.

If two students drop the course, the enrollment count is updated, showing two (2) new available seats and five (5) waitlisted students.

Enrollment			Waitlist		
Maximum	Actual	Remaining	Maximum	Actual	Remaining
20	18	2	5	4	0

As each of the two (2) students drops the course, the waitlist automation process is triggered. For each student who drops the course, this process identifies that a seat has become available and notifies the next student in the waitlist queue that an available seat exists.

The waitlist queue is ordered by a waitlist priority. This waitlist priority reflects the position of the student in the waitlist. By default, students are ordered in a first-come first-served basis, unless other waitlist priority rules have been defined.

When a new student or a waitlisted student who has not yet been notified attempts to enroll in this course, the following message is displayed, *OPEN - WAITLIST FULL*, and that student is not allowed to enroll because waitlisted students exist.

Waitlist Queue for CRN 1001, Term 200810

CRN	ID	Registration Status	Registration Timestamp	Waitlist Priority
10010	210009300	WL	Sept. 30, 2007 09:10	1
10010	210009401	WL	Sept. 30, 2007 09:27	2
10010	210009430	WL	Sept. 30, 2007 11:32	3
10010	210009301	WL	Sept. 30, 2007 11:32	4
10010	210009000	WL	Oct. 2, 2007 20:10	5

In this case, email notifications of available seats are sent out to the first two students in the waitlist queue. This waitlist notification includes a deadline (expiration date and time). The students are allowed to register as enrolled for the course until the notification expires.

Examples for Cross-Listed Courses

For the courses in the following cross-list group (01):

CRN	Subject	Course	Sequence	Title
10011	BIO	101	01	Biology I
10012	BIO	001	01	Nature I
10013	SCI	010	01	Intro to Natural Sciences
10014	MED	001	01	Intro to Medicine

Cross-list enrollment:

Maximum	Actual	Remaining
37	37	0

CRN	Enrollment			Waitlist		
	Maximum	Actual	Remaining	Maximum	Actual	Remaining
10011	10	10	0	4	4	0
10012	10	10	0	4	2	2
10013	10	8	2	4	3	1
10014	10	9	1	0	0	0

All of the available seats in the cross-listed group are taken. No seats are available, and students are already waitlisted for the first three CRNs.

Example 1 - Capacity Verification

When the **Capacity** error checking is set to *Fatal* on SOAWLTC, and a student attempts to enroll in a CRN in the cross-listed group, the following error messages will be displayed, depending on the chosen CRN.

CRN	Enrollment			Waitlist			Error Message
	Max	Actual	Remaining	Max	Actual	Remaining	
10011	10	10	0	4	4	0	<i>CLOSED - WAITLIST FULL</i>
10012	10	10	0	4	2	2	<i>CLOSED - 002 WAITLISTED</i>
10013	10	8	2	4	3	1	<i>CLOSED - 003 WAITLISTED</i>
10014	10	9	1	0	0	0	<i>CLOSED</i>

The student can choose a waitlisted registration status for CRNs 10012 and 10013. The last two CRNs (10013 and 10014) have remaining seats. However, the cross-listed group is full; therefore, no student is allowed to enroll for those courses.

Example 2 - Capacity Verification and Waitlist Notification

Using the same cross-list group as in Example 1, one student drops CRN 10012, and one student drops CRN 10014.

Cross-list enrollment:

	Maximum	Actual	Remaining			
	37	35	2			
	Enrollment			Waitlist		
CRN	Maximum	Actual	Remaining	Maximum	Actual	Remaining
10011	10	10	0	4	4	0
10012	10	9	1	4	2	2
10013	10	8	2	4	3	1
10014	10	8	2	0	0	0

Two seats are now available at the cross-listed level. One seat is available for CRN 10012. Another seat is now available for CRN 10014.

Capacity Verification

When a student attempts to enroll in a CRN in the cross-listed group, the following error messages will be displayed, depending on the chosen CRN.

CRN	Enrollment			Waitlist			Error Message
	Max	Actual	Remaining	Max	Actual	Remaining	
10011	10	10	0	4	4	0	<i>CLOSED - WAITLIST FULL</i>
10012	10	9	1	4	2	2	<i>OPEN - 002 WAITLISTED</i>
10013	10	8	2	4	3	1	<i>OPEN - 003 WAITLISTED</i>
10014	10	8	2	0	0	0	<i>CLOSED</i>

Even when available seats exist at the cross-list level, no student is allowed to enroll for any course, because of the cross-list capacity verification condition. (When one CRN in a cross-listed group has waitlisted students and available seats, no other student may enroll for the course.)

Waitlist Notification

When the **On-line Waitlist Notification** checkbox is checked (set to *Y*), as each of the two students drops the course, the waitlist automation process is triggered. This process identifies that an available seat exists and notifies each of the two students in the waitlist queue. In this case, the waitlist queue includes all waitlisted students for *any* courses in the cross-list group that are eligible for waitlist notification. Available seats must exist for the cross-listed courses, as well as the CRN, in order for notification to take place.

Using the same scenario, the waitlist notification process identifies CRNs with eligible waitlisted students.

Cross-list enrollment:

Maximum	Actual	Remaining
37	35	2

CRN	Enrollment			Waitlist			Eligibility
	Max	Actual	Remaining	Max	Actual	Remaining	
10011	10	10	0	4	4	0	Not eligible, no seats available for enrollment
10012	10	9	1	4	2	2	Eligible
10013	10	8	2	4	3	1	Eligible
10014	10	8	2	0	0	0	N/A

Only students waitlisted for CRNs 10012 and 10013 are eligible, because there are waitlisted students and remaining enrollment seats for the CRN. Students waitlisted for CRN 1011 are not eligible, because even if available seats exist at the cross-list level, no available seats exist at the CRN level.

The waitlist queue includes waitlisted students for these two CRNs and is ordered by waitlist priority rules. (The waitlist priority determines the position of the student in the waitlist.) By default, students are ordered in a first-come, first-served basis, unless other waitlist priority rules have been defined or the priority has been manually adjusted.

Waitlist Queue for Cross-List Group 01, Term 200810

CRN	ID	Registration Status	Registration Timestamp	Waitlist Priority	Eligibility
1012	210009300	WL	Sept. 30, 2007 09:10	1	Eligible
1011	210012304	WL	Sept. 30, 2007 09:12	2	Not eligible
1013	210009401	WL	Sept. 30, 2007 09:27	3	Eligible
1011	210010034	WL	Sept. 30, 2007 09:34	4	Not eligible

CRN	ID	Registration Status	Registration Timestamp	Waitlist Priority	Eligibility
1012	210009430	WL	Sept. 30, 2007 11:32	5	Eligible
1011	200000213	WL	Sept. 30, 2007 12:15	6	Not eligible
1011	230459731	WL	Oct. 1, 2007 09:10	7	Not eligible
1013	210009301	WL	Oct. 1, 2007 09:15	8	Eligible
1013	210009000	WL	Oct. 2, 2007 20:10	9	Eligible

In this case, the first two eligible students in the waitlist queue are notified of the available seats. This notification includes a deadline with an expiration date and time. The students can register for the CRN as enrolled in the course until the notification expires.

- The student with ID #210009300 can enroll in CRN 1012.
- The student with ID #210009401 can enroll in CRN 1013
- All other students in the waitlist queue remain waitlisted.
- A new student who attempts to enroll in a course in the cross-listed group is not allowed to do so. However, that student can register as waitlisted if remaining seats exist for the waitlist for that CRN. Similarly, a student on the waitlist who has not been notified will not be allowed to enroll in the course.

Examples for Reserved Seats

For the following course with reserved seats, CRN 1010:

- Rules have been numbered for this example.
- Rules do not show all possible elements, just level, program, major, and class.
- Rule 0 is the system-generated rule for unreserved seats.
- Rule 0 is used when a student can enroll in a course where remaining unreserved seats exist, if the rule that matches the student is full, but the **Overflow (Indicator)** is checked (set to Y).

Rule No	Reserved Seats Rule				Enrolled			Waitlisted			Ovr Ind
	Lvl	Prgm	Major	Class	Max	Act	Rem	Max	Act	Rem	
0	##	#####	#####	##	7	4	3	5	0	5	
1			BIO		10	10	0	5	4	1	
2				FR	5	5	0	0	0	0	Yes
3	UG				5	5	0	5	0	5	Yes
4	GR		ANTH		2	2	0	5	0	5	
5	GR		ARCH	SP	5	5	0	5	0	5	
	<i>CRN Total</i>				34	31	3	25	4	21	

Rule 1 has four waitlisted students (A, B, C, and D). Students 1 through 6 are also considered. When three students attempt to enroll in the course, rules 2, 3, and 4 are matches.

Student 1 matches rule 2.

Rule 2 is full and has no remaining seats. Because the **Overflow (Indicator)** is checked (set to Y), the student is allowed to enroll using an available seat from the unreserved seats rule (rule 0).

Student 2 matches rule 3.

Rule 3 is full and has no remaining seats. Because the **Overflow (Indicator)** is checked (set to Y), the student is allowed to enroll using an available seat from the unreserved seats rule (rule 0).

Student 3 matches rule 4.

Rule 4 is full and has no remaining seats. The **Overflow (Indicator)** is unchecked (set to N). The student receives the *CLOSED - 000 WAITLISTED* message and is only allowed to register as waitlisted, using reserved seats rule 4.

After these changes have taken place, the reserved seats scenario looks like this:

Rule No	Reserved Seats Rule				Enrolled			Waitlisted			Ovr Ind
	Lvl	Prgm	Major	Class	Max	Act	Rem	Max	Act	Rem	
0	##	####	#####	##	7	6	1	5	0	5	
1			BIO		10	10	0	5	4	1	
2				FR	5	5	0	0	0	0	Yes
3	UG				5	5	0	5	0	5	Yes
4	GR		ANTH		2	2	0	5	1	4	
5	GR		ARCH	SP	5	5	0	5	0	5	
	<i>CRN Total</i>				34	33	1	25	5	20	

Three additional students (4, 5, and 6) that match rule 3 attempt to enroll in the course.

Student 4

Rule 3 is full and has no remaining seats. Because the **Overflow (Indicator)** is checked (set to Y), the student is allowed to enroll using the last available seat from the unreserved seats rule (rule 0).

Students 5 and 6

Rule 3 is full and has no remaining seats. The **Overflow (Indicator)** is checked (set to Y) for rule 3. This allows the student to enroll using rule 0. However rule 0 is full, as the last remaining seat was used by student 4, and no more available seats can be used.

Students 5 and 6 receive the *CLOSED - 000 WAITLISTED* message and are allowed to register as waitlisted on rule 3.

After these changes have taken place, the reserved seats scenario looks like this:

Rule No	Reserved Seats Rule				Enrolled			Waitlisted			Ovr Ind
	Lvl	Prgm	Major	Class	Max	Act	Rem	Max	Act	Rem	
0	##	#####	#####	##	7	7	0	5	0	5	
1			BIO		10	10	0	5	4	1	
2				FR	5	5	0	0	0	0	Yes
3	UG				5	5	0	5	2	3	Yes
4	GR		ANTH		2	2	0	5	1	4	
5	GR		ARCH	SP	5	5	0	5	0	5	
	<i>CRN Total</i>				34	34	0	25	7	18	

Two additional students (7 and 8), that match the unreserved seats rule (rule 0), attempt to register for the course. The rule is full, so they are registered as waitlisted using rule 0. But this rule is full, so they are registered as waitlisted on rule 0.

A student who matches rule 2 attempts to enroll and is not allowed because the rule is full. Even though the **Overflow (Indicator)** is checked and waitlist positions are available for rule 0, this student is not allowed to waitlist the CRN. The **Overflow (Indicator)** is strictly for enrollment use and does not apply to students attempting to use a waitlist.

After these changes have taken place, the reserved seats scenario looks like this:

Rule No	Reserved Seats Rule				Enrolled			Waitlisted			Ovr Ind
	Lvl	Prgm	Major	Class	Max	Act	Rem	Max	Act	Rem	
0	##	#####	#####	##	7	7	0	5	2	3	
1			BIO		10	10	0	5	4	1	
2				FR	5	5	0	0	0	0	Yes
3	UG				5	5	0	5	2	3	Yes
4	GR		ANTH		2	2	0	5	1	4	
5	GR		ARCH	SP	5	5	0	5	0	5	
	<i>CRN Total</i>				34	34	0	25	9	16	

Waitlist Notification

Three students drop the course in the above scenario.

- One student was enrolled using rule 2.
- One student was enrolled using rule 3.
- One student was enrolled using the unreserved seat rule (rule 0).

Rule No	Reserved Seats Rule				Enrolled			Waitlisted			Ovr Ind
	Lvl	Prgm	Major	Class	Max	Act	Rem	Max	Act	Rem	
0	##	#####	#####	##	7	6	1	5	2	3	
1			BIO		10	10	0	5	4	1	
2				FR	5	4	1	0	0	0	Yes
3	UG				5	4	1	5	2	3	Yes
4	GR		ANTH		2	2	0	5	1	4	
5	GR		ARCH	SP	5	5	0	5	0	5	
	<i>CRN Total</i>				34	31	3	25	9	16	

The waitlist notification process works as follows:

- A new seat is available for reserved rule 2. There are no waitlisted students for that rule, and no action is required.
- A new seat is available for reserved rule 3. There are two waitlisted students using this rule.
- The next waitlisted student, who is using rule 3, would be notified that a seat is available.
- Only students waitlisted for rule 3 are eligible.
- In the example, the first eligible waitlisted student for rule 3 is student 5.

Waitlist Queue for CRN 1010, Term 200810, use reserved seats

CRN	ID	Reserved Seats Rule				Cl	Ovr Ind	Reg Stat	Registration Timestamp	Wtl Pri	Eligibility
		Rule	Lvl	Prgm	Mjr						
1010	Student A	1			BIO		WL	Oct. 1, 2007 09:10	1	Not eligible	
1010	Student B	1			BIO		WL	Oct. 1, 2007 09:20	2	Not eligible	
1010	Student C	1			BIO		WL	Oct. 1, 2007 10:30	3	Not eligible	
1010	Student D	1			BIO		WL	Oct. 1, 2007 11:15	4	Not eligible	
1010	Student 3	4	GR		ANTH		WL	Oct. 2, 2007 09:00	5	Not eligible	
1010	Student 5	3	UG			Yes	WL	Oct. 3, 2007 08:00	6	Eligible	

Reserved Seats Rule							Enrolled				
CRN	ID	Rule	Lvl	Prgm	Mjr	Cl	Ovr Ind	Reg Stat	Registration Timestamp	Wtlt Pri	Eligibility
1010	Student 6	3	UG				Yes	WL	Oct. 3, 2007 08:10	7	Eligible
1010	Student 7	0	##	####	#####	##		WL	Oct. 4, 2007 10:00	8	Not eligible
1010	Student 8	0	##	####	#####	##		WL	Oct. 2, 2007 10:01	9	Not eligible

A new seat is available for unreserved rule 0. The unreserved seats rule (rule 0) is treated as an exception. The process will look for the next waitlisted student using rule 0, or any other rule where the **Overflow (Indicator)** is checked (set to Y). The next waitlisted student is notified that a seat is available. Only students waitlisted in rule 0 or in rules where the **Overflow (Indicator)** is checked (set to Y) are eligible.

The first eligible (next available) waitlisted student is number 6. Student 5 has already been notified.

Waitlist Queue for CRN 1010, Term 200810, use reserved seats

Reserved Seats Rule							Enrolled				
CRN	ID	Rule	Lvl	Prgm	Mjr	Cl	Ovr Ind	Reg Stat	Registration Timestamp	Wtlt Pri	Eligibility
1010	Student A	1			BIO			WL	Oct. 1, 2007 09:10	1	Not eligible
1010	Student B	1			BIO			WL	Oct. 1, 2007 09:20	2	Not eligible
1010	Student C	1			BIO			WL	Oct. 1, 2007 10:30	3	Not eligible
1010	Student D	1			BIO			WL	Oct. 1, 2007 11:15	4	Not eligible
1010	Student 3	4	GR		ANTH			WL	Oct. 2, 2007 09:00	5	Not eligible
1010	Student 5	3	UG				Yes	WL	Oct. 3, 2007 08:00	0	Eligible, but notified
1010	Student 6	3	UG				Yes	WL	Oct. 3, 2007 08:10	7	Eligible
1010	Student 7	0	##	####	#####	##		WL	Oct. 4, 2007 10:00	8	Eligible
1010	Student 8	0	##	####	#####	##		WL	Oct. 2, 2007 10:01	9	Eligible

When seats become available for the course, rule 0 is the last rule that is evaluated by the process.

Examples for Connected Courses

Two types of dependencies exist for connected courses that are waitlisted.

- Course A requires that the student is enrolled in course B.
Course B does not require that the student is enrolled in course A.
- Course A requires that the student is enrolled in course B.
Course B requires that the student is enrolled in course A.

Linked courses also have the same relationships at CRN level.

Banner Student does not allow a student to be enrolled in a course that does not comply with a dependency restriction for a waitlisted course, because the waitlisted course may eventually be dropped.

When the Student Options for **Links**, **Corequisites**, and **Prerequisites** are set to *Yes* on SOAWLTC, and the same options are set to *Fatal* on SOATERM, the following can result.

The following example shows the allowed combinations for each case.

Example 1 - Course A requires course B

Course	-----Allowed-----				-----Not Allowed-----			
Course A	Enrolled	Waitlisted	Waitlisted	Dropped	Dropped	Enrolled	Enrolled	Waitlisted
Course B	Enrolled	Waitlisted	Enrolled	Enrolled	Waitlisted	Waitlisted	Dropped	Dropped

Example 2 - Course A requires course B, and course B requires course A

Course	-----Allowed-----				-----Not Allowed-----			
Course A	Enrolled	Waitlisted	Waitlisted	Enrolled	Enrolled	Waitlisted	Dropped	Dropped
Course B	Enrolled	Waitlisted	Enrolled	Waitlisted	Dropped	Dropped	Enrolled	Waitlisted

A student wants to register for the lecture course BIO 101, which requires the lab course BIO 102.

- If the lab is full, the student is not allowed to enroll for the lecture course BIO 101, even if the student has already registered as waitlisted for the lab course BIO 102.
- If the lecture is full, the student is allowed to register as waitlisted for the lecture course BIO 101 and as enrolled for the lab course BIO 102.
- If both the lab and lecture are full, the student is allowed to register for both courses as waitlisted.

However, for the last two options, if the student drops the waitlisted lab course (BIO 102), an invalid combination is generated, and the autodrop functionality will drop both courses or ask for confirmation based on the *AUTODROP* rule on GTVSDAX.

Modified Web Pages

The following web pages have been changed:

- [“Add or Drop Classes \(bwskfreg.P_AddDrpCrse\)” on page 94](#)
- [“Student Detail Schedule \(bwskfshd.P_CrseSchdDetl\)” on page 95](#)

Add or Drop Classes (bwskfreg.P_AddDrpCrse)

The waitlist processing behind this page has been modified to work as explained in [“Processing” on page 71](#).

The following new setup requirement has been added.

Setup Requirements

Item	Description
Automated Waitlist Term Control Form (SOAWLTC)	If your institution is using waitlist automation, define waitlist registration verification checking and error severity warnings.
Crosswalk Validation Form (GTVSDAX)	Internal code <i>WLTIMECON</i> is no longer used by self-service to control time-conflict checking for registrations on the waitlist. Time-conflict checking for students attempting to waitlist for a CRN is now controlled by term with the settings of the Time radio button group in the Registration Error Checking window of the Term Control Form (SOATERM) and in the Waitlist Error Checking window of SOAWLTC.

Student Detail Schedule (bwskfshd.P_CrseSchdDetI)

The following fields have been added to this page.

Web Page Fields

Item	Description/Source Information
Waitlist Position	Number indicating the student's position in the waitlist. If the student was waitlisted and has been notified that he or she now has a place in the class, the value displayed is 0.
Notification Expires	Date and time by which the student must enroll in the CRN. A value is displayed after a place has opened in a previously full CRN and the waitlisted student has been notified that he or she can now enroll. If the student does not enroll before the expiration date and time, the registration is cancelled.

The following new setup requirement has been added.

Setup Requirements

Item	Description
Automated Waitlist Term Control Form (SOAWLTC)	If your institution is using waitlist automation, the Show waitlist position on Student Self-Service checkbox must be checked.



Minimum/Maximum Registration Hours - Functional



This enhancement is part of the changes made to registration processing for Concurrent Curricula. This enhancement provides the ability to use expanded hours rules for minimum and maximum registration hours. Minimum hours can now be assigned to a student. Registration hours processing now uses all the curriculum elements.

This gives institutions the ability to allow restriction of registration minimum/maximum hours by other criteria than just level, as using level only does not allow for tracking academic requirements for colleges and programs that have different registration hour restrictions. This also allows for greater flexibility when building registration hours rules.

The following RPEs are delivered with this enhancement: #CMS-RPE28715, #CMS-RPE4605, and #CMS-RPE2565.

Please refer to the *Banner Student 8.0 Release Guide* for more information on this enhancement.

This section discusses the following topics:

- [“Processing” on page 97](#)
- [“Modified Web Page” on page 100](#)

Processing

Registration hours processing has been modified for this enhancement. Existing maximum hours criteria have been expanded to allow the use of all curriculum elements, instead of just student level and other previously used student data elements. Minimum hours have also been added to the registration hours processing. Minimum and maximum registration hours can now be restricted by: campus, college, degree, program, field of study type, field of study code, department, curricula, admission type, minimum hours, student type, (student) attribute, cohort, residence, sport, visa, and class. SFAMHRS has been expanded to use these elements in minimum/maximum registration hours rules.

The maximum hours can be increased on SFAREGS. The minimum hours can be decreased on SFAREGS. The source of the hours rule is also displayed on SFAREGS. The source determines if the minimum or maximum hours value can be updated using a new

parameter on SHRASTD. SOATERM now uses an item in the Student Options for minimum hours error checking. Minimum hours can also be added for academic standing codes (STVASTD) and combined academic standing codes (STVCAST).

The new minimum hours functionality was added to prevent students from dropping below their institutionally defined minimum number of registration hours, once that minimum limit has been reached. This prevents a student from dropping below full-time status, for example. Students can make changes to their schedules until they reach the minimum hours limit. Once that limit has been reached, they can still make changes, as long as they stay within the minimum to maximum hours range.

Minimum and maximum hours rules for students are calculated based on the rules met from SFAMHRS, as well as rules for academic standing and combined academic standing. If no rule is met, minimum hours will be set to *0.000*, and maximum hours will be set to *999999.999*. If multiple SFAMHRS rules are met by a student, Banner will compare all rules and select the highest number of minimum hours and the lowest number of maximum hours.

For example:

A student meets two rules. Rule one has a minimum of 3 hours and a maximum of 12 hours. Rule two has a minimum of 6 hours and a maximum of 99 hours. The values returned for the student will be a minimum of 6 hours and a maximum of 12 hours, because this will be the most restrictive rule.

Where multiple rules are met and the minimum hours on the most restrictive minimum rule are greater than the maximum hours on the most restrictive maximum rule, the student's minimum and maximum hours will be populated with the same value that is equal to the maximum hours.

For example:

Rule one has a minimum of 12 hours and a maximum of 18 hours. Rule two has a minimum of 3 hours and a maximum of 10 hours. The values returned for the student would be a minimum of 12 hours and a maximum of 10 hours. In this case, the student's minimum and maximum hours are set to the same value as the maximum of 10.

Minimum/maximum hours rules from academic standing and progress evaluation take precedence over minimum/maximum hours rules on SFAMHRS.

For example:

A student pre-registers and meets a SFAMHRS rule for a minimum of 6 hours and a maximum of 99 hours. Later on, that student is put on academic probation where the minimum hours rule is 9 hours and the maximum hours rule met is 15 hours, due to the probation status. Since changes in academic standing and progress evaluation supersede the rules on SFAMHRS, the minimum and maximum hours will be replaced

with a minimum of 9 hours and a maximum of 15 hours, if the user requests this when the Calculate Academic Standing Report (SHRASTD) is run.

The new **Source** field on SFAREGS displays the source of the minimum and maximum hours. Sources are: *USER*, *ASTD*, *CAST*, and *MHRS*. The only way a source of *USER* can be overridden is to use the new Update 'USER' Source New Value parameter on SHRASTD. This parameter can be set to *Y* to override minimum and maximum hours, or *N* to not override minimum and maximum hours when the existing source for the hours from SFAMHRS is *USER*. During registration, minimum hours checking does not allow any updates to registration, if all updates cannot be performed.

For example:

A student has 12.000 minimum hours on SFAREGS and on the Add/Drop page in Banner Student Self-Service. The student pre-registers for 12 hours. The student later elects to drop two, three credit courses and add a new three credit course. This results in the total credit hours dropping to 9, which is below the student's minimum.

Registration will not process any of the add/drop requests and produce a message that the request will result in less than the minimum number of hours. The student can then decide if he/she really wants to add one course and drop another, or leave the schedule as it is.

Minimum Hours checking will occur only after a student has successfully completed registration for courses that meet the minimum hours restriction (that is, minimum hours checking will not occur during the student's initial registration session or during any subsequent registration sessions, until the minimum number of hours has been attained and saved to SFRSTCR table).

Note

Registration maximum hours rules and registration processing will continue to work as before. After the upgrade to Banner Student 8.0, all the new curriculum fields will be set to NULL, with the exception of the **Curricula** pulldown field. This field will be set to *Primary* on existing rules to accommodate prior registration maximum hours rules that only checked the primary curriculum. All existing registration maximum hours rules will function the same as prior to the 8.0 upgrade. ■

The **Active Indicator** field has been added to the Sports Code Validation Form (STVSPST). This checkbox indicates whether the sports status code is active or inactive. This indicator is checked when a rule has an associated sports code and verifies that the student has an active sports code.

Changes have also been made in Banner Student Self-Service and Banner Voice Response to display, process, and check minimum hours during registration processing.

Modified Web Page

Add or Drop Classes (bwskfreg.P_AddDrpCrse)

This page now includes minimum hours along with the existing other hours-related values.



New Procedures

The following procedures were added for this enhancement:

- `bwskgrad.sql` / `bwskgra1.sql` (graduation application self-service page wrappers)
- `bwckgrad.sql` / `bwckgra1.sql` (graduation application self-service pages)

Changed Procedures

The following procedures were modified for this enhancement:

- `bwckfrmt.sql` / `bwckfrm1.sql` (common curriculum display procedures)
- `bwskwccp.sql` / `bwskwcc1.sql` (student credit card payment procedures)

New Functions

The following functions were added for this enhancement:

- `shkgapp.f_is_eligible` (function for determining eligibility)
- `shkgapp.f_find_display_rule` (function for finding the display rule to use for displaying the particular curriculum)
- `shkgapp.f_get_bill_term` (function for determining the billing term to use for graduation application charging)
- `shkgapp.f_get_class_term` (function for determining the term to use for class calculations that occur during eligibility checks)
- `shkgapp.f_is_avail` (function for returning *Y* if the preliminary graduation application checks for the learner pass, or *N* if not)
- `shkgapp.f_no_gradapp` (function for returning *Y* if there is no graduation application or if the graduation application is inactive, or *N* if not)





Changed Packages

The following packages were modified for this enhancement:

- bwckctl1.sql
- bwckctlg.sql

These packages were modified to use the new functionality delivered in the following new Web Tailor internal routines:

- bwckctlg.catalog_label_text
- bwckschd.schedule_label_text
- bwckctl1.sql
- bwckctlg.sql
- bwckfrmt.sql
- bwckfrm1.sql
- bwcksch1.sql
- bwckgen1.sql

See [Section 3, “Catalog Extract and Load - Functional”](#) on page [47](#) for more information about these routines. [“New Tasks” on page 48](#) provides step-by-step procedures for using these routines.



Incomplete Grade Processing Automation Enhancements - Technical



Changed Package

bwskogr1.sql

New logic was added to display the incomplete grades section (when relevant) on the **Final Grades page** (bwskogrd.P_ViewGrde).





This section discusses the following topics:

- [“Changed Procedures” on page 107](#)
- [“Changed Scripts” on page 110](#)

Changed Procedures

The following procedures have been changed:

- [“bwckcoms.p_build_action_pulldown” on page 107](#)
- [“bwckgens.P_DispCrseSchdDetl” on page 108](#)
- [“sfkedit.p_pre_edit” on page 108](#)
- [“sfkedit.p_group_edits” on page 108](#)
- [“sfkedit.p_update_regs” on page 108](#)
- [“sfkedit.p_web_group_edits” on page 108](#)
- [“sfkfunc.p_check_corq_sftregs” on page 108](#)
- [“sfkfunc.p_check_dupl_sftregs” on page 108](#)
- [“sfkfunc.p_check_link_sftregs” on page 109](#)
- [“sfkfunc.p_check_time_sftregs” on page 109](#)
- [“sfkpreq.p_prerequisitecheck” on page 109](#)
- [“sfkwait.p_capacity_check” on page 109](#)
- [“sskfunc.p_sub_enrl” on page 109](#)
- [“sskfunc.p_sub_enrl” on page 109](#)

bwckcoms.p_build_action_pulldown

This procedure has been modified to stop the Web registration option from being displayed in the pull-down list of the registration code if waitlist automation is active and the student is not being notified or if no seats are available in the section.

bwckgens.P_DispcrseSchdDetl

This procedure is called by the Student Detail Schedule page (bwskfshd.P_CrseSchdDetl) and has been modified to include the waitlist position and the notification expiration date.

sfkedit.p_pre_edit

This procedure has been modified to call each procedure that checks a student's section options (such as capacity, field study, college, and so on). It also passes the PIDM and CRN information. When the student course registration status code (STVRSTS) is *Waitlist*, the SOBTERM error checking controls are replaced with the corresponding SOBWLTC values.

sfkedit.p_group_edits

This procedure has been modified not to use the GTVSDAX rule. The p_check_time_sftregs procedure now handles that processing.

sfkedit.p_update_regs

This procedure has been modified to pass the PIDM and CRN information for the student. It also calls the sfkwlat.f_assign_prio function to return the waitlist queue priority number. The function is called only when the Waitlist indicator for the student course registration status code (STVRSTS) is set to *Y* and waitlist automation processing is active for the term and CRN.

sfkedit.p_web_group_edits

This procedure has been modified to use waitlist time severity checking when waitlist automation processing is active. When waitlist automation processing is not active, the GTVSDAX rule is used.

sfkfunc.p_check_corq_sftregs

This procedure has been modified not to include waitlisted courses when the **Corequisites** radio button group for include waitlisted courses in error checking is set to *No* on SOAWLTC.

sfkfunc.p_check_dupl_sftregs

This procedure has been modified to include waitlisted courses if the severity flag indicator is set to *Fatal* on SOAWLTC.

sfkfunc.p_check_link_sftregs

This procedure has been modified not to include waitlisted courses when the **Corequisites** radio button group for include waitlisted courses in error checking is set to *No* on SOAWLTC.

sfkfunc.p_check_time_sftregs

This procedure has been modified to combine its logic with `sfkfunc.p_check_time_wl_sftregs` so that waitlist courses are included only when the waitlist severity control is set to *Fatal*. Other changes include the following.

- Cursor `sftregs_time_conflict_c` has been modified not to include sections that do not count in enrollment or sections with fatal errors. This is only when the waitlist severity indicator has been set to *Fatal*.
- The insert on the SFRTIME table has been modified to include sections in the waitlist if the waitlist severity indicator has been set to *Fatal*.
- Code was added to update sections whose status is *Not In Fatal* or *Do Not Count in Enrollment* if the waitlist severity indicator has been set to *Fatal*.

sfkpreq.p_prerequisitecheck

This procedure has been modified to call `sfkwlatt.f_get_severity_flag_student` and turn off the error checking controls on SOBTERM for prerequisite checking for waitlisted courses.

sfkwait.p_capacity_check

This procedure, which checks the course capacity, has been modified to use waitlist automation processing. The procedure will use the student's PIDM to check if an exception rule applies when the student registers for a waitlisted course. It will also display a *CLOSED SECTION* message when waitlist automation processing is active for the term and CRN, and waitlisted seats are available, but the student falls into an exception.

sskfunc.p_sub_enrl

This procedure has been modified to update reserved seats table before section table.:

Changed Scripts

bwlkfcw1.sql

Modified to display the Waitlist Priority and Notification Expires columns on the Detail Waitlist and Summary List pages.

bwckgen1.sql

Modified to include the waitlist position and the notification expiration date.

bwckcom1.sql

Modified to exclude the Web Registration option from the pull-down list for the registration code if there are no seats available in the section and the student has not been notified.



Changed Packages

The following objects were modified to accommodate the Student Minimum Hours functionality, which was added to prevent students from dropping below their institutionally defined minimum hours:

- `bwckreg1.sql`
- `bwckcom1.sql`
- `bwckgen1.sql`
- `bwcklib1.sql`





Changed Packages

The following objects were modified to use curriculum elements from SORLCUR and SORLFOS, rather than the back-filled SGBSTDN curricular elements. Where applicable, logic was added to accommodate the four new registration restrictions (department, cohort, student attribute, and minimum hours):

- bwckregs.sql/bwckreg1.sql
- bwskrst1.sql
- bwckgens.sql/bwckgen1.sql
- bwckctlg.sql/bwckctl1.sql
- bwckschd.sql/bwcksch1.sql
- bwckcoms.sql/bwckcom1.sql
- bwcklibs.sql/bwcklib1.sql
- bwcksams.sql/bwcksam1.sql
- bwskxm1.sql





RPEs

The following RPEs are included in enhancement sections of the release guide:

- Catalog Extract and Load
 - #CMS-RPE47897
 - #CMS-RPE33680
 - #CMS-RPE34191
 - #CMS-RPE34192
- Self-Service Graduation Application
 - #CMS-RPE28710
 - #1-I4BD1

Registration Error Messages

Banner registration has been updated to follow standards for internationalization. Registration error messages have been modified so they can be translated into non-English languages. The error messages presented to users now reside in a rules table that can be modified at your institution. A new code-based method is also used to identify the types of messages. Although the changes for the Registration Error Message enhancement were made to Banner Student, they address the following RPEs for self-service:

- #CMS-RPE27613
- #CMS-RPE40317
- #CMS-RPE41115
- #CMS-RPE41199
- #1-6NRF
- #1-1SCNO6

Academic Profile Channel

The following objects were updated in Student Self-Service to support changes to the Academic Profile channel in Channels for Banner:

- bwscxch1.sql
- bwscbre1.sql

PIN Maintenance

Banner General Release 8.0 includes an enhancement for user PIN (password) security. The following functionality is included in this enhancement.

- PINs are now stored only in encrypted form.

A cryptographic hash transforms the PIN before it is stored, so that the unencrypted password can never be retrieved from the database. For additional security, the PIN is “salted” before it is encrypted; that is, a randomly generated string is added to the PIN before encryption. When a user enters a PIN to gain access to the system, the user’s entered PIN is transformed using the same cryptographic PIN. The database checks for a match before the user can proceed.

- Institutions can now set and enforce standards for strong passwords.

Strong passwords are passwords which are long, complex, and nearly impossible to guess. Your institution can enforce strong password standards based on: the minimum and maximum permissible length of user PINs, the requirement that PINs include letters, digits, or both letters and digits, and the restriction of PIN reuse (number of days before a previous PIN can be reused).

- A new, more secure PIN reset mechanism has been established.

When a user forgets a password, the PIN reset can be requested by answering a series of security questions with answers that the user has previously provided. You can also decide whether users are allowed to generate their own security questions, or whether they must use standard questions established by the institution. The user’s answers are stored in encrypted form, just like the PIN.

A new PIN Questions Form (GOAQSTN) is included in this enhancement. The Enterprise PIN Preferences Form (GUAPPRF), the Third Party Access Form (GOATPAC), and the Third Party Access Audit Form (GOATPAD) have been modified for the PIN security updates.

Please refer to the *Banner General 8.0 Release Guide* for more information on this enhancement.

Documentation Changes

With the release of Banner 8.0, you will notice significant changes to the documentation.

- The look and feel of the documentation has been modernized. This new design incorporates new fonts, increased character size, and color to make the manuals easier to read and to use.
- For some products, defects information in the release guide now includes an abbreviated description of each defect correction. For additional details, refer to the supplemental text file delivered along with your release guides. This text file includes detailed problem, impact, and resolution information for each defect extracted directly from the Customer Support Center.
- Each manual now includes a publication date that reflects the actual month and year of publication. Any document that is revised will include an updated publication date to make it easier to identify revised materials.
- A revision history log has been added to the copyright page of each manual to identify any revised versions and associated changes.
- A link to a feedback form has been added to the copyright page of each manual, in the bookmarks of all PDF files, and into online help to enable you to provide input about the documentation.





Due to the small number of problem resolutions for this release, each is summarized below and the .txt file is not delivered.

Object	Number	Summary
documentation	#1-BDJET	The <i>Student Self-Service User Guide</i> has been updated with information about the <i>STDISPNUMB</i> and <i>GRDISPNUMB</i> GTVSDAX records, which allow an institution to specify the maximum number of student records to be displayed on the class list, waitlist, and grading pages.
	#1-13BE2B	Source tables for several values on the International Information page (<code>bwskaint.P_DisAppInternational</code>) were incorrect in the <i>Student Self-Service User Guide</i> . This has been corrected for Release 8.0.
	#1-3CY7Z5	The <i>Student Self-Service User Guide</i> incorrectly referenced RRRTMSG instead of RORMESG. This has been corrected for Release 8.0.
	#1-3I9UIB	In the <i>Student Self-Service User Guide</i> , the procedure for setting up web transcripts stated the incorrect checkbox to be selected on (STVTPRT). This has been corrected for Release 8.0

