

## Finding the Pages You Need in PeopleSoft 8.9 HSC Admissions For the Schools

### **What's New?**

Bio/Demo Data and Application Data are split when you are in Application Maintenance. Now you'll find the Application Data in the **Maintain Applications** component and the Bio/Demo Data in the **Add/Update a Person** component.

<b>WHAT?</b>	<b>DESCRIPTION</b>	<b>HOW DO I GET THERE?</b>
<b>User Defaults</b>	Set your PeopleSoft user defaults.	Set Up SACR > Foundation Table > <b>User Defaults</b>
<b>Change PeopleSoft Password</b>	Change your PeopleSoft password.	<b>Change My Password</b>
<b>My Personalizations</b>	Change your personalization settings.	<b>My Personalizations</b>
<b>Process Monitor</b>	View the status of processes that you have running on the server.	PeopleTools > Process Scheduler > <b>Process Monitor</b>
<b>Report Manager</b>	Access reports that you have generated.	Reporting Tools > <b>Report Manager</b>
<b>Personal/Demographic Information</b>	View personal/demographic information (Primary Name, Marital Status, SS#, Birth Date, Gender, Ethnic Group, Phone, Email, and all Addresses).	Student Admissions > Application Maintenance > <b>Add/Update a Person</b>
<b>Emergency Contacts</b>	View emergency contacts.	Campus Community > Personal Information (Student) > Biographical (Student) > <b>Emergency Contacts</b>
<b>FERPA</b>	View FERPA information.	Campus Community > Personal Information (Student) > Student FERPA > <b>Review FERPA Display</b>
<b>Residency</b>	View residency information.	Student Admissions > Application Entry > Personal Information > <b>Residency</b>
<b>Photo</b>	View a photo of the student.	Campus Community > Personal Information (Student) > Identification (Student) > <b>Photo</b>

<b>WHAT?</b>	<b>DESCRIPTION</b>	<b>HOW DO I GET THERE?</b>
<b>Checklists</b>	<p>Update checklists.</p> <p>View checklists.</p> <p>View the checklist table.</p>	<p>Campus Community &gt; Checklists &gt; Person Checklists &gt; <b>Checklist Management-Person</b></p> <p>Student Admissions &gt; 3 C's and Event Summaries &gt; <b>Checklist Summary</b></p> <p>Campus Community &gt; Checklists &gt; <b>Set Up</b> Checklists</p>
<b>Service Indicators (Blocks)</b>	View all Service Indicators (Blocks).	Campus Community > Service Indicators (Student) > <b>Active Service Indicators</b>
<b>Education</b>	<p>View external education information from transcripts.</p> <p>View a summary of external education information.</p>	<p>Student Admissions &gt; Application Entry &gt; Academic Information &gt; <b>Education</b></p> <p>Student Admissions &gt; Applicant Summaries &gt; <b>Education Summary</b></p>
<b>Test Results</b>	<p>View test results (SAT, GRE, Placement tests, etc.).</p> <p>View a summary of all academic test results.</p> <p>External test score suspense.</p>	<p>Student Admissions &gt; Application Entry &gt; Academic Information &gt; <b>Test Results</b></p> <p>Student Admissions &gt; Applicant Summaries &gt; <b>Academic Test Summary</b></p> <p>Student Admissions &gt; External Test Score Processing &gt; <b>External Test Score Suspense</b></p>
<b>Application Materials</b>	<p>View the list of materials required/received for an application (references, essays, etc.).</p> <p>View a summary of general materials.</p> <p>View a summary of application materials.</p>	<p>Student Admissions &gt; Application Entry &gt; Application Materials &gt; <b>General Materials</b></p> <p>Student Admissions &gt; Applicant Summaries &gt; <b>General Materials Summary</b></p> <p>Student Admissions &gt; Applicant Summaries &gt; <b>Application Materials Summary</b></p>

<b>WHAT?</b>	<b>DESCRIPTION</b>	<b>HOW DO I GET THERE?</b>
<b>Citizenship and Visa/Permit Data</b>	View citizenship status, passport information and visa/permit data.	Student Admissions > Application Maintenance > <b>Add/Update a Person</b>  (click the <b>Visa/Permit Data</b> or <b>Citizenship</b> link at the bottom of the page)
<b>Maintain Applications</b>	View existing application information.  View applicant's personal information.	Student Admissions > Application Maintenance > <b>Maintain Applications</b>  Student Admissions > Application Maintenance > <b>Add/Update a Person</b>
<b>Basis of Admission</b>	Update the basis of admission (conditions).	Student Admissions > Application Evaluation > Application Decisions > <b>Basis of Admission</b>
<b>Supplementary Application Information</b>	View EOP status, restricted program information, felony and disciplinary indicators, and nursing orientation dates.	SBU > SBU Admissions > Use > <b>SU Supplemental Appl Info</b>
<b>Application Summary</b>	View a summary of all applications.  View application and supporting document status.	Student Admissions > Applicant Summaries > <b>Application Summary</b>  SBU > SBU Admissions > Inquire > <b>SU Application Detail</b> > <b>SU Application List</b> > <b>SU View Applicant Information</b>
<b>Application Location</b>	Track the location of an application.	SBU > SBU Admissions > Use > <b>SU Application Location</b>