CoffeeTalk Agenda

Friday, July 28th at 3:00 pm
Leon Johnson, Room 346

(Meeting was repeated on 8/3/2017 in AB 138 at 3pm)

Agenda:
- Using CollegeNET:
  a. How to change/manipulate columns [tutorial].
  b. How to give permissions to users in your department [tutorial].
  c. New Status: *Awaiting Materials & In Review.*
  d. How to admit after "Add" date has passed.
  e. What to do IF you want to have someone apply AFTER your application closed; who controls your application terms.
  f. Electronic Transcripts: please open up the electronic transcript after attaching it to CN.
- International:
  a. How English Proficiency scores get into CollegeNET – the differences between IELTS, TOEFL, Pearsons.
  b. Doreen and how she works with Provisional Admission for English prof. requirements
  c. Why Financial Certificates are needed for VISAs.
- Deferrals & Provisional Admission (Updated process):
  a. Deferrals: who decides them and why would you grant them.
  b. Applicants: apply for the term they WANT to start; not provisionally admitted to a program for one term, only to start as a non-degree grad a term earlier to meet department provisions.
- Application Fee: We are now in compliance with the BOR:
  a. $60 for first app; assessed $30 for following apps for that first year.
  b. After one year, process repeats [scenarios]
  c. Audit Fees