



Graduate School

Graduate Student Services



Graduate Student Services

Admission

Enrollment

Programs of Study

Thesis/Dissertation Review

Exams

Graduation

Minimal Involvement in Commencement



World Class. Face to Face.

Welcome!

Jenny Saligumba-Graham

saligum@wsu.edu

- petition processing
- graduate leave
- cancellation of enrollment
- I-20's
- continuous doctoral status
- residency decisions
- graduate admission access to zzsis/grad data approval
- any odd issues



Student Services Staff Directory
Admissions and Credentials
Programs/Graduation

<http://gradschool.wsu.edu/directory/>



CANCELLATION OF ENROLLMENT

- Student must log onto www.cancel.wsu.edu to cancel enrollment**
- If it is the last course on the enrollment record, we cannot drop the course. Student must cancel enrollment**

30th Day of Classes-Deadlines/Processes

- Must submit petition for enrollment changes**
 - Residency questionnaire deadline**
 - CDS is applied with a \$50 charge**
- Last Day to Request to Change Course to Audit**
 - Last Day to Request to change course to pass/fail**



World Class. Face to Face.

Admission Reminders

- Suggested Decision Deadline (Intl Applications) for Spring is November 1st; Suggested Deadline for Fall is June 1st**
- Currently running processes to close applications for Spring 2015**
- Not accepting applications for specific terms, please email: saligum@wsu.edu**



The Importance of the Evaluation Pages:

- **Request an evaluation**
- **Recommend admission**
- **Deny**
- **Withdraw an application**
- **Update an application**

Application Evaluation

https://portal.wsu.edu/psp/PWSUNP/EMPLOYEE/HF

File Edit View Favorites Tools Help

Regency at Poipu Kai Res... Mario - Thinkin' About Yo... IT-Help Logout Colton Home Page config Facebook (6) Saligumba-Graham, Jenn... zzusis - test zzusisreal Pandora Radio - Listen to ...

zzusis You are signed in as: Saligumba-Graham, Jenny

student admissions application evaluation application evaluation

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Application Evaluation Overall Rating Committee Rating **Evaluator Rating**

Trevor Anderson ID 010524920

Academic Career: Graduate Application Nbr: 00027521

Prog Nbr: 0 Academic Program: Business Administration, M.B.A

Find | View All First 1 of 1 Last

Evaluation Code: GRGRAD GS Graduate School General

Evaluation Nbr: 1

Find | View All First 1 of 1 Last

Committee: GRDEPT Graduate Academic Dept

Find | View All First 1 of 1 Last

*Evaluator ID:

Committee Role:

Evaluation Status: Evaluation Date:

Overall Rating:

Comment:

Transfer To: Application gs Go

WithdrawDe

Save Return to Search Previous in List Next in List Notify Refresh

Application Evaluation | Overall Rating | Committee Rating | Evaluator Rating



Choices Are:

RecAdAst-Recommend Adm with Asst-AY

RecAdNoA-Recommend Adm w/o Asst-AN

EvalReqDep-Evaluation Requested-ER

Deny-Recommend Denial-DE

Update3Sm-Update app for Three Semester -U3

Update2Sm-Update app for Two Semester -U2

Update1Sm-Update app for One Semester-U1

WithdrawDe- Withdraw Application-WD



PLEASE NOTE:

**Once you have made a decision (recommend or deny)
you cannot go back in and make a change.**

**Any changes 'breaks' processes within the Graduate
School zzusis workflow**

**Please contact the admissions team if you would like to
reverse a decision.**



Helpful Queries

G_DEPT_HLINKS – Anyone who has applied for admission by program
GRAD_DEGREES_AWARDED- Graduate Degrees Awarded by Term
GRAD_ENROLL_TRM_PRG-Enrollment by term and Program
GRAD_GCDS_QUERY_PUB –Identify CDS for the current semester
GRAD_GRADDEGREES_APPLIED-Anyone who has applied for graduation by
term
G_APPBYTERM_ORG-Applications in any status by term



Training on Graduate School Processes

**Student Services currently offers
training for new graduate academic
coordinators**

**Contact Jenny SG
saligum@wsu.edu**



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**Any questions or concerns...you may email me
at: saligum@wsu.edu**