Attendees:
UAA-Peggy, Al, Brian, Charese
UAF-Libby, Caty, Lael, Colleen
UAS-Barbara, Amanda
SW-Patrick, Mary
Kodiak-Jenny


**From Jenny:**

Libby,

Has the team identified a process for handling web applications that
appear bogus?  Just yesterday, I processed a web application for a
non-degree seeking student who provided some information that makes me
doubt that this is a real person. Could we talk about how other campuses
are handling this situation?

*Questionable applications, not sure how to determine bogus applications*
*Name address etc not filled out or fictitious information provided*
*Consider deleting if it is bogus (quick start applications or any process that doesn't have money attached to it)*
*In this case it was a quick start application-Jenny will contact student*
*UAF cancels* **applications** *using the CB code and adds a note on the comment tab that there has been fraudulent use of a credit card*
*Will be using the quick start process in the near future so may have this issue soon as well.*


**From Lael***: continued discussion from March 3$^{rd}$ meeting*
UAF would like to discuss our desire to create a new check list code for international English language test scores (TOEFL/IELTS). UAF recently added the International English Language Testing System as an alternative to the TOEFL.

*UAA pursuing the approval of this test. Hope to have this done in next couple of months. Then we'll discuss universal codes that will satisfy the checklist requirement for each campus.  UAS approved this test and has published the info in their catalog.*



**From Libby via Mike:**
Discussion of issues facing Rural Students when applying for admission on the web.

1) Most rural students only have a PO Box, not a street address.  When presented with the Address section at UA Online, they are asked for "Street."  They are confused by this and often list a fake street address in line 1, and then their PO box in line 2.  It would be helpful if the label said "Mailing" or "Street or PO Box" or something -- to indicate that either is fine (wherever they receive mail).

*Discussed changing the labels on each mau's applications. Lael made adjustments to UAF's apps-Peggy adjusted the uaa apps.*

2) Students get partway through the application online and then exit for whatever reason.  When they try to get back in they get their PIN locked.  Getting the PIN reset through the Registrar's Office is a burdensome process and is not even an option after hours, when most kids do their online business.  It would be great to have an online PIN reset option.

   Discussion  regarding labels we use Password vs pin? What will help eliminate confusion for the students?
   Add verbiage directing student where to go or who to contact for pin reset?
   Discussion regarding an on-line pin reset option-will send this item to BST for discussion as this is a bigger issue that will affect more than just the admissions side of the house.

3) Paper apps should still be made available for students who do not have web access.

*Suggestion to ask Mike to next Admission audio for further discussion of these issues.*

**Done in record time-almost!**

**Next Audio Monday March 31st @ 10:00am**