Bringing Community to the Network

Campus Collaboration: A PeopleSoft Integration Story

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Salisbury University

parchment

Overview

Making the leap to Parchment had several known and unknown challenges. Learn about Salisbury University's challenging, six month journey that led to so much happiness at the end. Discussion about implementation and PeopleSoft integration will be covered.

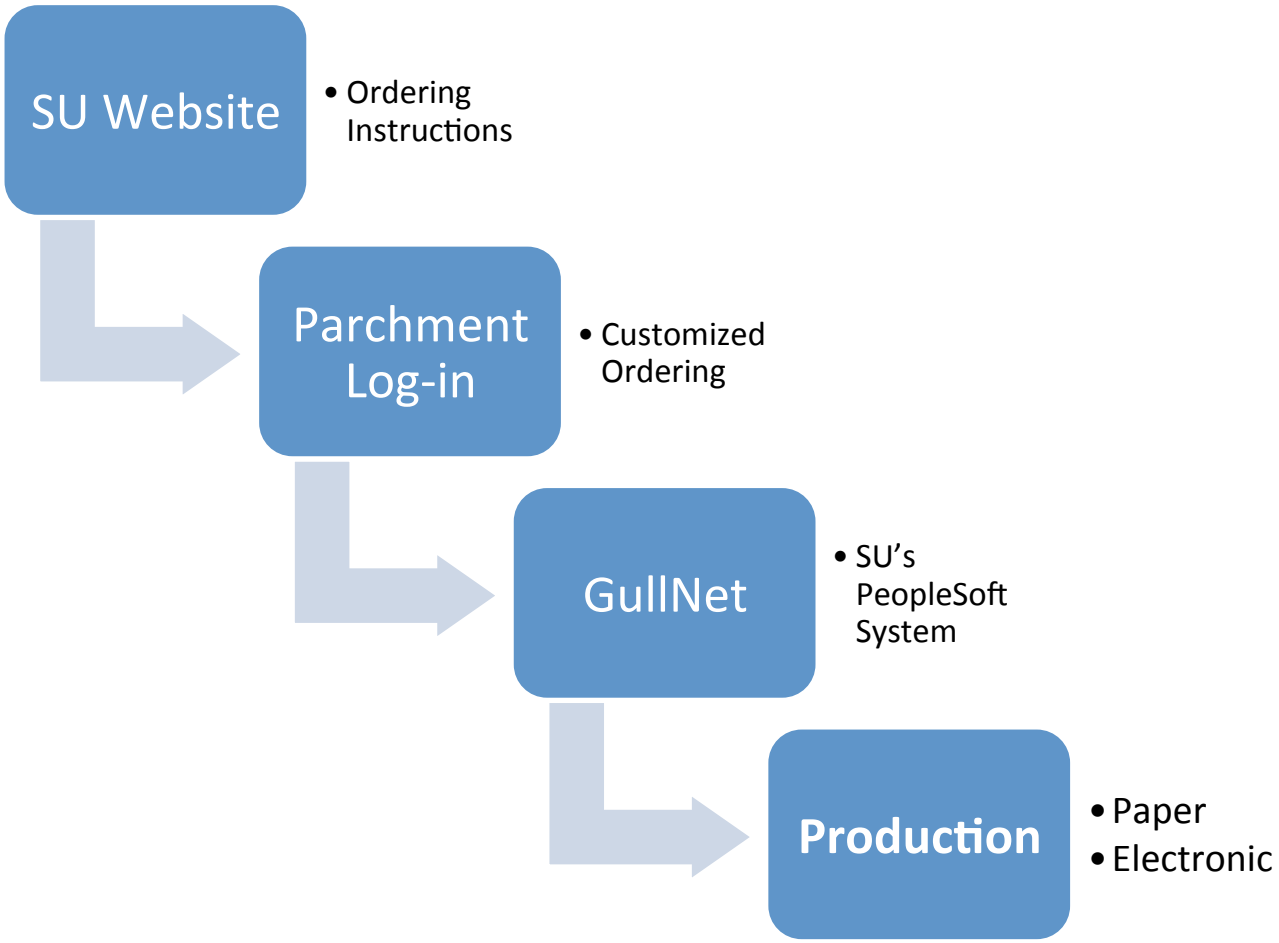
About Salisbury University

- Enrollment: 8,671
- Maryland Eastern Shore
- Public University with private feel
- Small Registrar Office
  - 3 Administrators (Registrar, Associate, Assistant)
  - 3 Coordinators (IT, Transfer, VA)
  - 3.5 Clerks
  - 2 Graduate Assistants, 3 Student Workers

Why Parchment?

- Security
  - Blue Ribbon Certified
- Customer Support
- USM SPEEDE
  - Supported ordering of transcripts
- Transcript production
  - Faster, easier and electronic a plus

Goal


SU Website
• Ordering Instructions
Parchment Log-in
• Customized Ordering
GullNet
• SU's PeopleSoft System
Production
• Paper
• Electronic

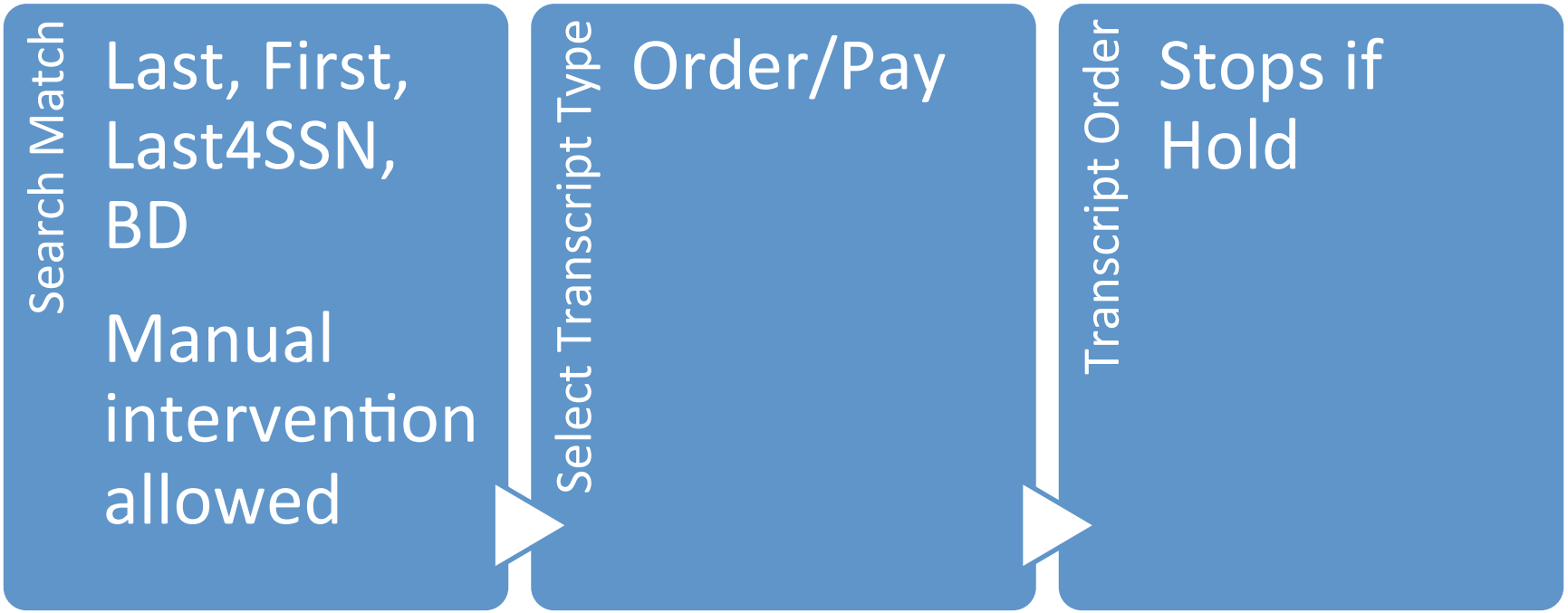
Challenges

- Stakeholder buy-in
- Security
- IT Development
- SPEEDE Transcripts
- Visual orientation of customized transcript
- Support Staff

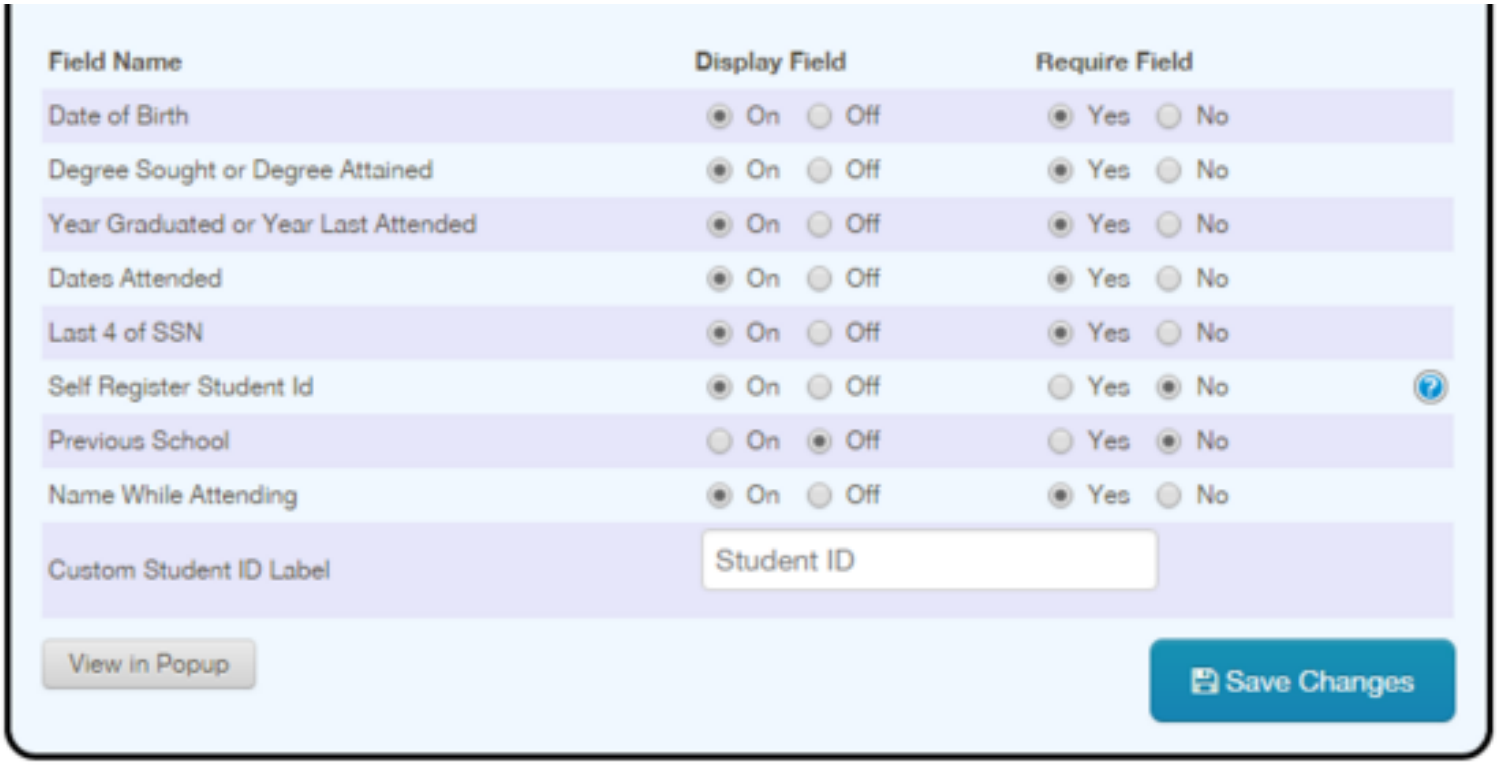
PeopleSoft Integration

- IT Department
  - Set-up
  - SOAP to pass information
- Registrar's Office
  - Testing
  - Ordering process
  - Communications
- Staff Alumni
  - Transcript Test Orders
- Web Development & Publications
  - Website configuration
  - Email Communication, Site Banner and Flyers
- Alumni Office
  - Assist with communication efforts to all of our alumni

Ordering Process



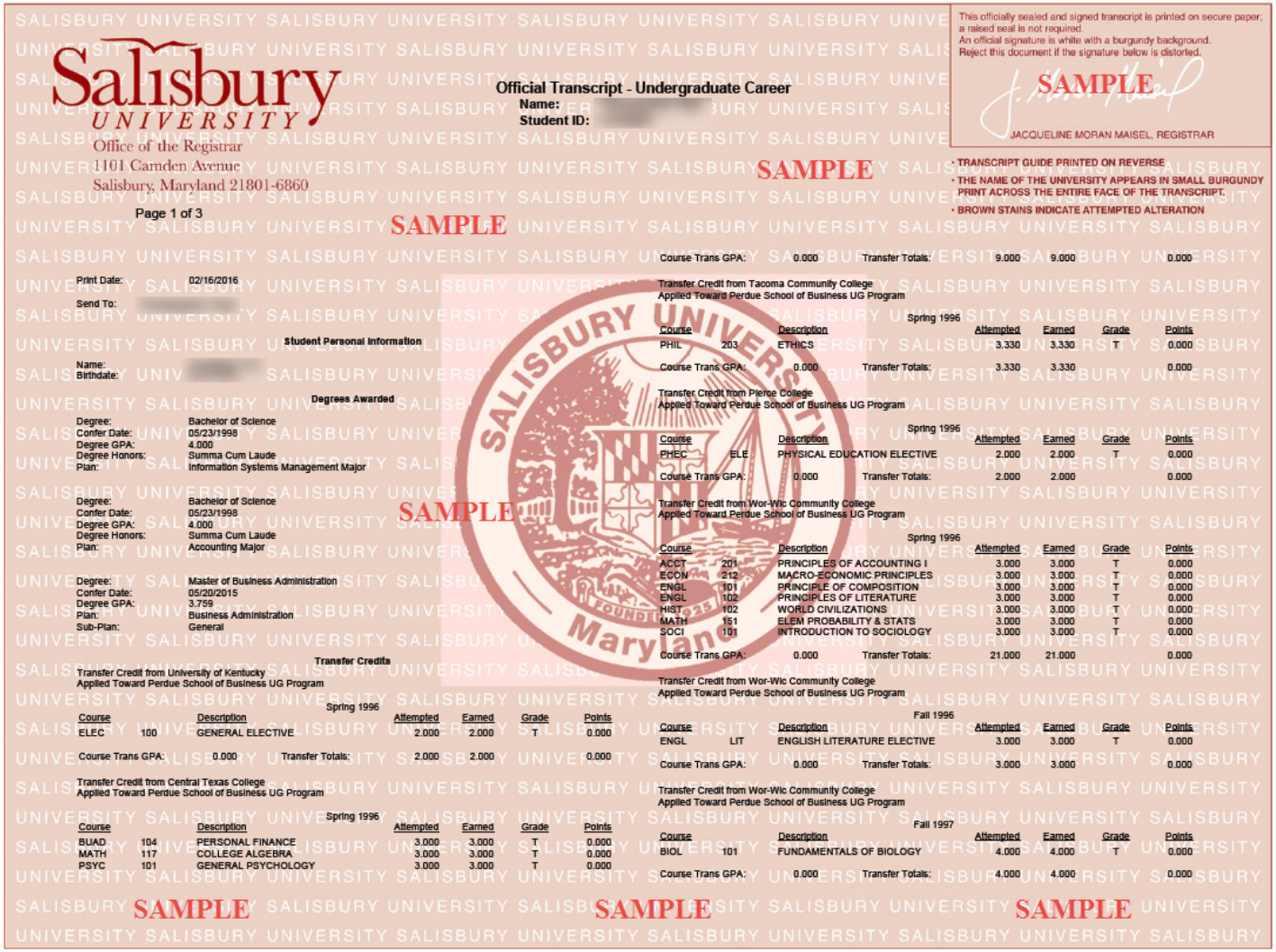
Registration Settings



SPEEDE Ordering

- Support the USM transcript system in place, by allowing students to order through Parchment

Adjusting the transcript



Salisbury UNIVERSITY
Office of the Registrar
1101 Camden Avenue
Salisbury, Maryland 21801-6860

Page 1 of 3

Official Transcript - Undergraduate Career
Name:
Student ID:

This officially sealed and signed transcript is printed on secure paper; a raised seal is not required.
An official signature is white with a burgundy background.
Reject this document if the signature below is distorted.

SAMPLE

JACQUELINE MORAN MAISEL, REGISTRAR

- TRANSCRIPT GUIDE PRINTED ON REVERSE
- THE NAME OF THE UNIVERSITY APPEARS IN SMALL BURGUNDY PRINT ACROSS THE ENTIRE FACE OF THE TRANSCRIPT.
- BROWN STAINS INDICATE ATTEMPTED ALTERATION

SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE SAMPLE

Print Date: 02/16/2016
Send To:

Student Personal Information

Name:
Birthdate:

Degrees Awarded

Degree: Bachelor of Science
Confer Date: 05/23/1998
Degree GPA: 4.000
Degree Honors: Summa Cum Laude
Plan: Information Systems Management Major

Degree: Bachelor of Science
Confer Date: 05/23/1998
Degree GPA: 4.000
Degree Honors: Summa Cum Laude
Plan: Accounting Major

Degree: Master of Business Administration
Confer Date: 05/20/2015
Degree GPA: 3.759
Plan: Business Administration
Sub-Plan: General

Transfer Credits

Transfer Credit from University of Kentucky
Applied Toward Perdue School of Business UG Program

Spring 1996

Course		Description	Attempted	Earned	Grade	Points
ELEC	100	GENERAL ELECTIVE	2.000	2.000	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 2.000 2.000 0.000

Transfer Credit from Central Texas College
Applied Toward Perdue School of Business UG Program

Spring 1996

Course		Description	Attempted	Earned	Grade	Points
BUAD	104	PERSONAL FINANCE	3.000	3.000	T	0.000
MATH	117	COLLEGE ALGEBRA	3.000	3.000	T	0.000
PSYC	101	GENERAL PSYCHOLOGY	3.000	3.000	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 9.000 9.000 0.000

Transfer Credit from Tacoma Community College
Applied Toward Perdue School of Business UG Program

Spring 1996

Course		Description	Attempted	Earned	Grade	Points
PHIL	203	ETHICS	3.330	3.330	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 3.330 3.330 0.000

Transfer Credit from Pierce College
Applied Toward Perdue School of Business UG Program

Spring 1996

Course		Description	Attempted	Earned	Grade	Points
PHEC	ELE	PHYSICAL EDUCATION ELECTIVE	2.000	2.000	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 2.000 2.000 0.000

Transfer Credit from Wor-Wic Community College
Applied Toward Perdue School of Business UG Program

Spring 1996

Course		Description	Attempted	Earned	Grade	Points
ACCT	201	PRINCIPLES OF ACCOUNTING I	3.000	3.000	T	0.000
ECON	212	MACRO-ECONOMIC PRINCIPLES	3.000	3.000	T	0.000
ENGL	101	PRINCIPLE OF COMPOSITION	3.000	3.000	T	0.000
ENGL	102	PRINCIPLES OF LITERATURE	3.000	3.000	T	0.000
HIST	102	WORLD CIVILIZATIONS	3.000	3.000	T	0.000
MATH	151	ELEM PROBABILITY & STATS	3.000	3.000	T	0.000
SOCI	101	INTRODUCTION TO SOCIOLOGY	3.000	3.000	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 21.000 21.000 0.000

Transfer Credit from Wor-Wic Community College
Applied Toward Perdue School of Business UG Program

Fall 1996

Course		Description	Attempted	Earned	Grade	Points
ENGL	LIT	ENGLISH LITERATURE ELECTIVE	3.000	3.000	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 3.000 3.000 0.000

Transfer Credit from Wor-Wic Community College
Applied Toward Perdue School of Business UG Program

Fall 1997

Course		Description	Attempted	Earned	Grade	Points
BIOL	101	FUNDAMENTALS OF BIOLOGY	4.000	4.000	T	0.000

Course Trans GPA: 0.000 Transfer Totals: 4.000 4.000 0.000

Student/Alumni Site Security

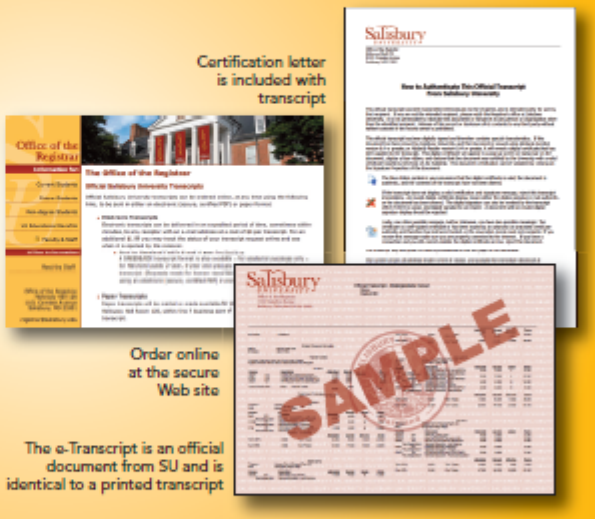
- Started
  - One log-in (SU) due to life long emails
- Changed
  - Parchment log-in as life long emails were stopped

Roll Out

- Staff training
- Emailed stakeholders
- Soft roll out
- Timeline to convert to Parchment only
- Increased communication with students, alumni, staff and faculty

The **top 5 reasons** why you should use e-Transcripts versus paper!

1. Fastest delivery time
2. Costs less
3. Save trees by going paperless
4. Cut out the middle man by avoiding mail delivery
5. Tracking! See when it is sent and opened



Salisbury University partners with Avow Systems, Inc., to provide students and alumni with official transcripts quickly and securely.

For more information or to request your e-Transcript, visit:
www.salisbury.edu/registrar

Salisbury UNIVERSITY

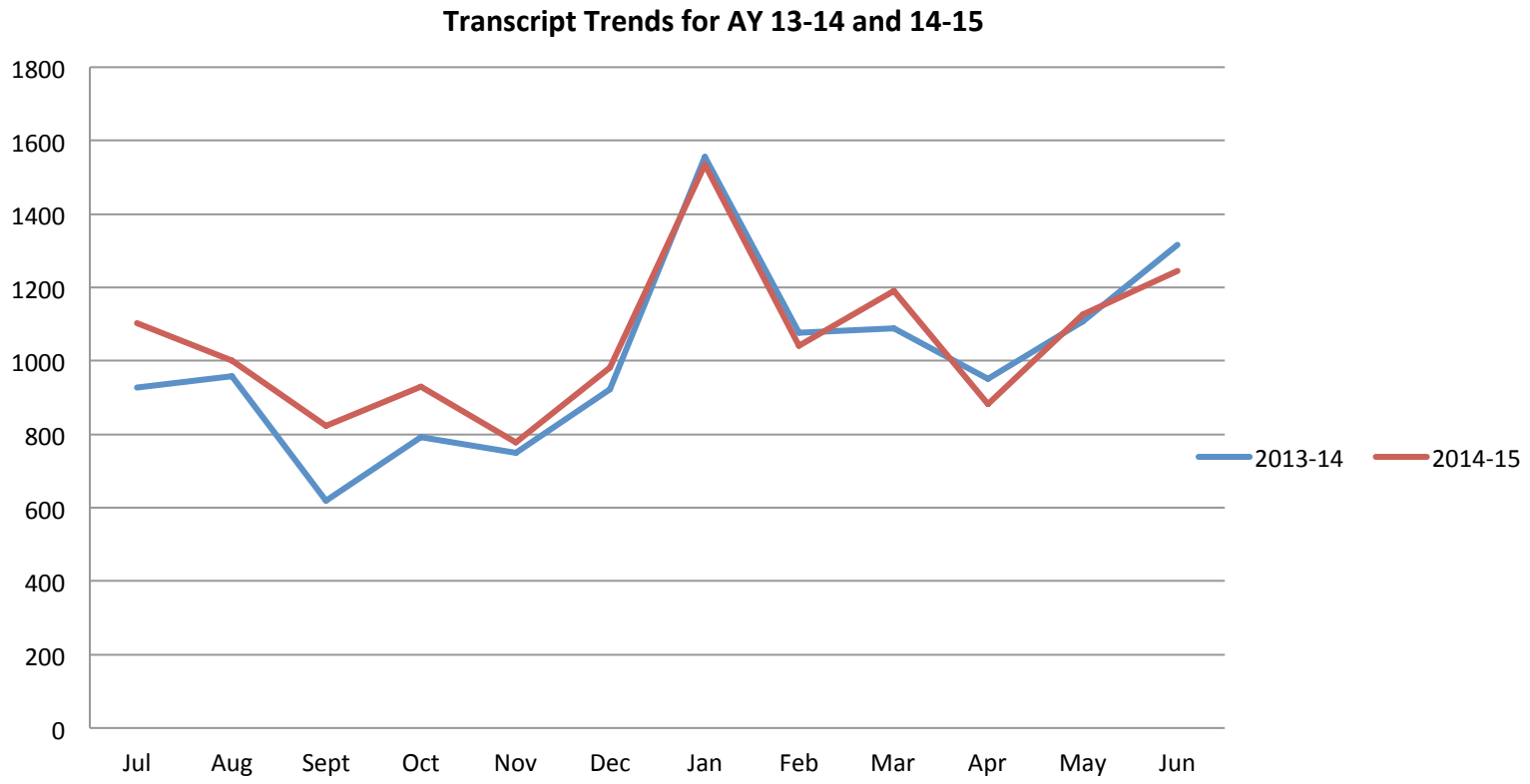
Introducing
e-Transcripts
The fast, easy and trackable way to send your official SU transcript.
Certification letter is included with transcript
The e-Transcript is an official document from SU and is identical to a printed transcript
Order online at the secure Web site
SAMPLE
Salisbury University partners with Avow Systems, Inc., to provide students and alumni with official transcripts quickly and securely.
Cost is $4 per e-Transcript
For an additional $1.99, track the status of your transcript requests online.
Receive e-Transcripts within 24 hours (during business hours)
Available in a secure PDF format
E-Transcripts are sent directly to the institutions/organizations you choose
Request paper transcripts for $6 each (5-7 business day turnaround)
The Office of the Registrar is proud to support SU's sustainability initiatives by providing paperless transcripts.
For more information or to request your e-Transcript, visit:
www.salisbury.edu/registrar
Salisbury
UNIVERSITY

SU and Parchment Today

- SU's Registrar's Office has processed 12,635 Transcripts (both paper and electronic) from Parchment for the 2014-15 Academic Year

Salisbury UNIVERSITY
A Maryland University of National Distinction

SU and Parchment



Future Goal

- Current:
  - 60% Paper Transcripts
  - 40% Electronic Transcripts
- Future:
  - 25% Paper Transcripts
  - 75% Electronic Transcripts

Goal Accomplishment Strategies

- Website development
- Contact institutions requesting paper transcripts
  - Andy Allen, Parchment
- Student Outreach
  - Including videos
  - http://www.salisbury.edu/registrar/video/#top

Questions

KEEP
CALM
AND
FLY
ON

Jamie Holmes-Kriger

- Salisbury University Associate Registrar
- Oversee transcript production/ordering
- CAPACRAO- Vice President for Records and Registration

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