



Enrollment Services Newsletter

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A Message from our Associate VP for Enrollment Services

OUTSTANDING LEADERS

This is only one of the superlatives to describe the MTSU Student and Financial Aid Banner conversion team. MTSU's conversion team has been in front and leading the Cohort I schools from Day 1 of the project. Enrollment Services staff have spent many hours outside the regular work day for the past two years studying, developing, testing, testing, and testing again to implement the first stages of Banner just in time to admit students, develop a schedule of classes, register students, and distribute financial aid for fall 2007.

Our team has brought MTSU to many milestones; however, there continues to be much work ahead as end of term processing such as grade calculation, transcript production, graduation checking, and degree posting goes into operation. And, then there are those hundreds of reports the campus wants produced in a dozen different formats.

The team has performed miracles and continues to devote exceptional energies to the discovery and enhancements of Banner capabilities. The MTSU campus is indebted to the entire Student and Financial Aid Banner team.

Yet, in the midst of Banner conversion a record number of new students were admitted and registered to produce a total increase in enrollment of slightly less than two percent. We made greater strides toward our diversity goals by increased enrollment of Hispanic, Asian, and African-American students.

It is no wonder personnel from other TBR schools look to MTSU for assistance. Remember to say a big THANK YOU to these folks when you see them around campus.

Financial Aid

The Financial Aid Office is beginning to slow down from fall registration and has begun reporting activities to state and federal agencies. With record enrollment and everyone learning a new software system, this registration was the most difficult one we have had in years. The office is currently working on installing the Lottery modifications to report over 6,800 students receiving Lottery scholarships. These reports are needed for the university to be reimbursed for the funds paid to these students. The office is also working with the Records Office on faculty reporting student's attendance for federal and state financial aid.

Announcements

Congratulations to Christopher Fleming who received his doctorate degree, spring 2007.

Congratulations to Karen Nichols on the birth of her grandchild.

Get well wishes to the sons of Betty Pedigo and Karen Nichols who both were involved in motorcycle accidents.

Welcome to J.R. Becker who is the new secretary for the International Office. J.R. is married with two twelve year old daughters. One daughter was recently adopted from the Ukraine.

Have you ever thought about how MTSU students are paying for college or the amount of funds MTSU receives in Lottery scholarships? Would you guess MTSU receives on million, ten million, or over one hundred million dollars per year to help students? The answer is MTSU received over 141 million dollars last year to help students. This figure consists of over 85.7 million dollars received in Federal aid including Pell grants and student loans, over 29 million dollars received in state Lottery scholarships and TSAC grants, over 19.4 million dollars paid by the university for scholarships, graduate teaching assistants and student work, and over 7.1 million dollars received in private scholarships or non-federal loans. This is a huge amount of money and requires constant monitoring, reporting, and accuracy to ensure every student receives the correct funds and that all accounts are properly balanced.

Have you ever been asked the deadline to apply for scholarships? The answer depends on whether the student is a first-time freshmen, transfer, or currently enrolled student, and whether funds involve a University or Foundation scholarship. First-time freshmen, the Admissions application deadline was December 1st to automatically be considered for University Academic scholarships. Transfer students have until February 15 to apply for admissions and must have over 44 credit hours at the end of the fall semester to be considered. Currently enrolled students must apply on ScholarX by December 1st.

MTSU also offers departmental scholarships and scholarships for 1st generation college students, other race and students with special abilities. The application is located on the ScholarX web site and the deadline is February 15th. Please visit our website at <http://scholarships.web.mtsu.edu/>

Admissions Office



We survived our first semester of entering application information into Banner. Admissions personnel spent countless hours entering applications and transfer courses into the new system. The new freshmen enrollment increase is reflective of the dedication and commitment of all Admissions personnel.

Recruiting for 2008 is in full swing. The travel season began on September 4 and is winding down for the fall semester. In addition to the traditional college fair programs we also have had several special events this fall. High school guidance counselor luncheons were held in Chattanooga, Nashville, Knoxville, Memphis and Jackson. Prospective student receptions were held in Chattanooga, Nashville, Johnson City, Knoxville, Memphis and Jackson. In addition to admissions personnel Dr. McPhee, Dr. Glenn, representatives from each academic college, University housing and Residential Life and Financial Aid attend these events. We also hosted two Saturday Visit Days on campus for prospective students and their families.

A formal Recruitment Plan for Undergraduate Admissions has been developed and presented to Dr. McPhee. This plan outlines short and long term goals for recruitment as well as all phases of the Admissions Office. A copy of the plan is available for review if anyone is interested in reading it.

Records and Scheduling Office

Registration Guide – Spring 2008

The Registration Guide for Spring 2008 may be accessed from the Records & Scheduling home page. See address below. You may pick up a paper copy at one of these locations: the KUC information booth, JUB Scheduling Center and in Cope (Records and Admissions offices).

<http://www.mtsu.edu/~records/sbooks.htm>

RaiderNet – New links for the future

Records and Scheduling and Admissions staff continue to work with ITD to bring additional information to advisors, staff, and students in RaiderNet.

New Links:

Academic Deficiency Summary – link of SZADEF high school deficiencies and prescribed courses

Links in Development:

Assigned Registration Times – link to student's specific registration time

Transfer Coursework – to include transfer institution, transfer course information, grades, MTSU equivalency, etc. (for student and advisor roles)

Class Listing with Permits – a class listing indicating those who registered with permits and those who have permits but are not registered yet

Resource25 Interface

To complement the implementation of Banner on our campus, MTSU purchased an interface tool for the Scheduling Center to import and update class schedule information from Banner into Resource25 (campus scheduling database). The automation of this previously manual process has helped make assigning courses to classrooms easier and more efficient. Class schedule updates processed via the interface are most apparent on the campus WebViewer where changes are reflected online as soon as these updates are made in Banner. The Banner/R25 interface was brought into production with the Banner Student system for the Fall 2007 term.

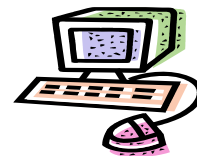
Number of Courses

The staff in the Scheduling Center have manually created over 7000 (7080) classes for Fall 2007 and 6000+ (6022) class sections for Spring 2008. Summer 2008 is being entered currently. Fall 2008 is the first term to be rolled from the previous like-term in Banner, meaning that the Fall 2007 class schedule was copied into Fall 2008 creating a draft copy for the academic departments to work from as a template rather than creating the new term from scratch. All future class schedules will be rolled from the previous like term to create the new schedule.

Training

Records and Scheduling have conducted numerous training sessions for users across campus. Topics have included:

- Banner INB Navigation
- Banner Self-Service (RaiderNet) Navigation
- Advisor Training
- Holds & Permits/Overrides
- Registration
- Test Scores
- Transfer Advisor
- Immunization
- General Topics
- Advisor Assignment and Summer Schedule Production
- Unofficial Withdrawal Roster/Attendance Reporting



Important Dates

January 8
Fee Payment
deadline

January 13
Last day to drop all
classes and receive
a 100% fee
adjustment

January 14
Classes begin (\$100
late fee charged)

January 14-18
Fee payment for
late registration

January 15
Last day to late
register (\$100 late
fee charged)

January 17
Last day to add a
course on
RaiderNet

January 18
Fee payment
deadline for
students who
registered January
9-18

January 27
Census Date (14th
day)
75% fee
adjustment
deadline
Last day to drop
without a grade

Enrollment Services

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MTSU
Murfreesboro, TN
37132

615.898.2828

We're on the Web!

www.mtsu.edu/~ipso

www.mtsu.edu/~records

www.mtsu.edu/~withdraw

www.mtsu.edu/~admission

www.mtsu.edu/~financial

Free Enrollment Verification Online

Students may now request free Student Self-Service enrollment verifications online as well as much more. The new Enrollment Verification link in PipelineMT will save students a trip to the Records Office by providing the ability to perform the following services securely via the Web, 24/7:

- Print enrollment verification certificates to send to health insurers, housing providers, or other organizations requiring proof of enrollment
- Check the deferment forms and electronic notifications sent to lenders
- Obtain a list of student loan lenders and link to real-time loan information
- View enrollment history
- View enrollment verifications provided to student service providers

Student Self-Service is free, easy to use, and secure. From the RaiderNet tab, select Student and Financial Aid, Registration, and Enrollment Verification. Students who need assistance may call the Records Office at 898-2162.

International Programs and Services



As the fall semester winds down, International Programs begins planning for our annual International Banquet. The date for the banquet this year is April 5, 2008. The banquet serves as an opportunity to remind our international students how important they are to our campus and to remind the community of the contributions our internationals add to our diversity. The banquet will again feature a menu with cuisine from around the world and entertainment to celebrate our diversity. This event is open to the public and tickets will go on sale after the start of the Spring semester.

Did You Know?

Fall 2007 set a new enrollment record with 23,246 students enrolling at MTSU

About 54% are female and 46% are male

The average ACT for the fall 2007 freshman class is above the national average at 22.3