



UG Automatic Admissions Process

Presented by: Versha Govind
Senior Applications Developer
University of the Witwatersrand, Johannesburg



AGENDA

- Introduction
- Brief Overview
- Detailed Admission Steps
- Daily Processes
- Annual Processes
- Benefits





INTRODUCTION

- Customised Solution developed on Mainframe
- Migrated to Oracle Student System
- Migrate to Campus Solutions
- Purpose: Final Outcome decision



Brief Overview



Correspondence



- Identify applicant admission category
 - UG
 - PG
 - Occasional

- Assign requirements based on category
 - Personal Statements
 - Identity Documents
 - Academic Transcripts
 - CV
 - Etc



- Tracking items received are end dated
- Mark tracking item status 'COMPLETED'



- Check if all tracking items received including application fee
- Mark application 'COMPLETED'



- Allocate admission consultant to each applicant
- Allocated on a round robin basis to balance load
- Customized screen where consultants are managed
- Accommodates staff who resign or go on leave.



- Process only for South African matriculants
- Calculate best matric attempt for applicant
- Used to calculate Academic Rating
- Statuses:
 - 010 Assess / Recalculate
 - 020 Synthetic best successfully calculated



- Applicants matric subject percentages are converted into a point scores
- Point scores are added and form the academic Index
- Conversion rules for points are managed on the system
- This index is used in the decision making process
- Statuses:
 - 020 Assess / Calculate
 - 030 Successfully Calculated



NSC Scale of Achievement	NSC %	WITS APS%	Wits APS for Maths & English	Wits APS for LFO	Wits APS for Other Subjects
		90-100	8+2= 10	4	8
7	80-100	80-89	7+2= 9	3	7
6	70-79	70-79	6+2 = 8	2	6
5	60-69	60-69	5+2 = 7	1	5
4	50-59	50-59	4	0	4
3	40-49	40-49	3	0	3
2	30-39	30-39	0	0	0
1	0-29	0-29	0	0	0



- Used by the Faculty of Health Sciences Only
- Calculated only for Health Science applicants
- Composite Index score calculation uses:
 - Academic Index
 - Biographical Questionnaire
 - National Benchmark Test (NBT).
- Statuses:
 - 030 Assess / Calculate
 - 035 Successfully Calculated



Step 8

• Check Matric Exemption Eligibility

- Checks are done on validity of subject grouping
 - English must be Home Language or First Additional Language
 - Must have 7 Subjects
 - Must have 4 Designated Subjects
 - Must have Maths or Maths Literacy
 - Must have Life Orientation

- Applicant marked for manual assessment if they have both old Matric and new NSC Grade 12 attempt.

<ul style="list-style-type: none">➤ Assessment Statuses:<ul style="list-style-type: none">➤ 030/ 035 Assess➤ 040 Successful	<p>Outcome Decisions:</p> <p>REJECT</p> <p>MANUAL DECISION</p>
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Step 9

• Execute University Minimum Requirements

- English Home language/English First Additional Language at level 4 (50%)
- Exclusion rules (manual assessments) setup by:
 - Program
 - Year of study
 - Admission Process Category (UG, PG, Occasional)
 - Matric exemption types
- Exclude applicants not eligible for further processing, if they are:
 - Foreign Matriculants
 - Multiple Matric Attempts
 - Tertiary Experience
- Assessment Statuses:
 - 040 Assess
 - 050 Successful

Decision Outcomes:
REJECT
MANUAL DECISION





Step 10

• Execute Faculty Minimum Requirements

- Applicant must meet minimum requirements for faculty applied to
- Rules are setup for Grade11 and Grade 12
- Customized screen is used to manage faculty requirements
- Rules use matric subjects
 - Subject levels
 - E.g. (ENA or ENB) ≥ 4 Outcome Decision = ACCEPT



Step 11

• Execute Program Auto Admission Rules

- Applicant must meet requirements for Program
- Rules are setup for Grade11 and Grade12
- Rules use:
 - Academic Index
 - E.g. AcadIndex \geq 35 Decision = ACCEPT
 - Matric Subject
 - E.g. MAT \geq 5 Decision = ACCEPT



Step 12

• Wish lists

- For Faculties with flexible curricula – e.g. Science and Humanities
- Applicant wish lists of intended courses after firm offer given
- Wish lists are used for pre-enrollment



Step 13

• Reconcile Application Statuses

- Reconcile Applications for
 - Academic application
 - Financial Aid application
 - Residence application

- Rejects and Reconsiderations



Step 14

• Academic Merit Award Eligibility

- Wits grants financial awards based on excellent academic achievement
- Every designated matric subject distinction has a financial reward
- Allocation:
 - Up to 3 distinctions – R1 500 per distinction
 - 4 to 6 distinctions – R4 000 per distinction
- Student account credited after registration

• Recap

- Step 1 • Assign Requirements
- Step 2 • Check Tracking Items Complete
- Step 3 • Check Application Completion
- Step 4 • Allocate Admission Consultant
- Step 5 • Calculate Synthetic Best
- Step 6 • Calculate Academic Index
- Step 7 • Calculate Composite Index

- Step 8 • Check Matric Exemption Eligibility
- Step 9 • Execute University Minimum Requirements
- Step 10 • Execute Faculty Minimum Requirements
- Step 11 • Execute Program Auto Admission Rules
- Step 12 • Wish Lists
- Step 13 • Reconcile Application Statuses
- Step 14 • Academic Merit Award Eligibility





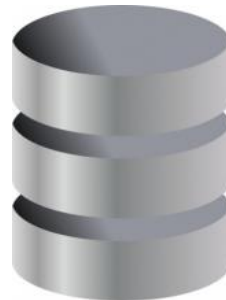
• Daily Process

08:00 - 17:00

21:00

22:00

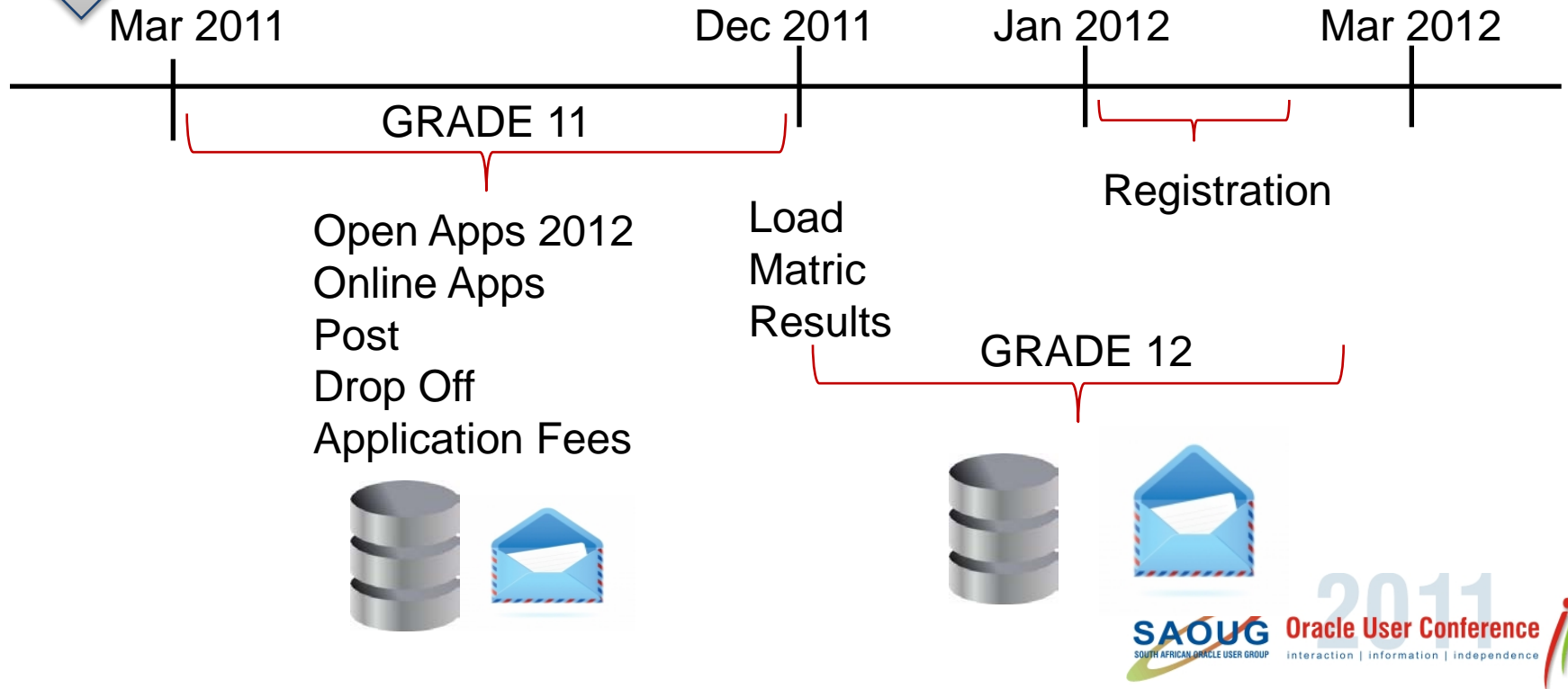
04:00 - 05:00



Run all steps
Assess for relevant status



• Annual Process



• Benefits

- +/- 36 000 applications (choices) received annually
- +/- 20 000 applications are automatically assessed
- Helps maintain data integrity in the system and reports errors
- Quick turnaround times for decision making
- Rules are accessible making it transparent to all users
- Up to date reporting and stats - assists in strategic decisions
- Student receive almost immediate communication once Matric Results are loaded regarding their application status





QUESTIONS ?

