

ISU Find Event Process History: Committee

-This report can be used to see where an Academic Plan Committee is in the approval process. It can also be used to see if the Committee is started, in progress, saved for later, or successfully completed.

1. Type in *ISU Find Event Process History* in the search bar and open the task.
2. In the “Business Process Types,” you will type “**Manage Committee Membership**” into the box.
3. If you know the date the student started the task, you can change the date in the “Initiated Date On or After” box.
4. **Leave the “Student” and “Filter Name” boxes blank.** There will be a place to search by student name once the report is open.

The screenshot shows a mobile application interface for "ISU Find Event Process History". At the top, there is a title bar with a close button (X). Below the title, an "Instructions" section states: "Business process types of the events is required for faster access of the events data." The form contains several input fields:

- Business Process Types:** A text input field with a menu icon (three horizontal lines) on the right. A yellow highlight is present over this field.
- Initiated Date On or After:** A date and time input field. The date is "06/16/2024" and the time is "08:20:04 AM". A red asterisk is to the left of the date field. A yellow highlight is present over this field.
- Initiated Date On or Before:** A date and time input field with the date "MM/DD/YYYY" and time "--:--:-- AM".
- Completed Date On or After:** A date and time input field with the date "MM/DD/YYYY" and time "--:--:-- AM".
- Completed Date On or Before:** A date and time input field with the date "MM/DD/YYYY" and time "--:--:-- AM".
- Student:** A text input field with a menu icon on the right. A large red "X" is drawn over the field.
- Filter Name:** A text input field with a red "X" drawn over it.

Below the "Filter Name" field, there is a "Manage Filters" section with a "Save" button and the text "0 Saved Filters". At the bottom of the form, there are two buttons: "Cancel" and "OK". The "OK" button is highlighted in yellow.

- Once the report is open, click on “Overall Process” and type the student name into the “Value” box, and hit enter on your keyboard.

ISU Find Event Process History ... 🔍

Business Process Types Manage Committee Membership Initiated Date On or After 06/16/2024 08:20:04.91

11219 items

Overall Process	Process	Process Name	Step
	Committee Membership	Manage Committee Membership	
	Committee Membership	Integration: INTS0028 - Workday Student - Graduate Faculty Committee to Cohort Synchron - Inbound	

↑ Sort Ascending

↓ Sort Descending

Filter Condition *

is ▼

Value *

Filter

- For a **Committee**, you must select all the boxes (green in the picture) with the student’s name and program (yellow in the picture). This will make sure it pulls up all of the student’s members who were added to their committee.

ISU Find Event Process History ... 🔍

Business Process Types Manage Committee Membership Initiated Date On or After 07/28/2024 01:38:55.675 PM

16519 items

Overall Process	Process	Process Name	Step	Status	Completed On	Due Date
	Committee Membership	Manage Committee Membership	Manage Committee Membership	Step Completed	08/08/2024 01:19:50.973 PM	08/12/2024
	Committee Membership	Complete Questionnaire	Complete Questionnaire	Step Completed	08/09/2024 01:20:04.512 PM	
	Committee Membership	Approval by Graduate Major Professor (RBSG-C) (All)	Approval by Graduate Major Professor (RBSG-C) (All)	Not Required		08/12/2024
	Committee Membership	Approval by Graduate College Student Services Team (RBSG-C)	Approval by Graduate College Student Services Team (RBSG-C)	Not Required		08/12/2024
	Committee Membership	To Do: Assign roles on the committee definition for the MP, Committee Members, and DOGE	To Do: Assign roles on the committee definition for the MP, Committee Members, and DOGE	Step Completed	08/08/2024 01:42:44.354 PM	
	Committee Membership	Report: ISU Current Memberships for Committee	Report: ISU Current Memberships for Committee	Step Completed	08/08/2024 01:42:44.354 PM	
	Committee Membership	Approval by Graduate Major Professor (RBSG-C) (All)	Approval by Graduate Major Professor (RBSG-C) (All)	Approved	08/20/2024 10:40:04.808 AM	
	Committee Membership	To Do: Review Graduate Committee Composition	To Do: Review Graduate Committee Composition	Step Completed	08/20/2024 10:40:16.293 AM	
	Committee Membership	Report: ISU Current Memberships for Committee	Report: ISU Current Memberships for Committee	Step Completed	08/20/2024 10:40:16.293 AM	
	Committee Membership	Report: ISU Current Memberships for Committee	Report: ISU Current Memberships for Committee	Step Completed	08/20/2024 10:40:16.293 AM	
	Committee Membership	Report: ISU Current Memberships for Committee	Report: ISU Current Memberships for Committee	Step Completed	08/20/2024 10:40:16.293 AM	
	Committee Membership	Report: ISU Current Memberships for Committee	Report: ISU Current Memberships for Committee	Step Completed	08/20/2024 10:40:16.293 AM	

Abbey Wendy Yarboly ✕

Search Results (3)

- Committee Membership - Abbey Wendy Yarboly - A B E_MS_G_MAJOR_ABE E
- Committee - Hzap Dorezo Wumuy
- Committee Membership - Abbey Wendy Yarboly - A B E_MS_G_MAJOR_ABE E
- Committee - Pidaz Sarubo Zuziko
- Committee Membership - Abbey Wendy Yarboly - A B E_MS_G_MAJOR_ABE E
- Committee - Zelij Pomizo Fasapa

- b. Once all member's boxes have been selected, click **Filter**. (You may need to click outside of the results in order to access the filter button behind the dropdown options)

6. The results will populate on a new page.

7. The approval status of the committee can be viewed by selecting the blue hyperlink under the "Overall Process." (You must select the hyperlink of the last member that was added to the student's committee)

- a. The last member added can be determined by looking at the *Status*, *Completed On*, and *Person* columns. (These columns will be filled in)
- b. All other members of the committee will have these 3 columns blank.

ISU Find Event Process History

Business Process Types: Manage Committee Membership Initiated Date On or After: 07/28/2024 01:52:51.720 PM

40 of 16319 items

THIS IS THE LAST MEMBER BECAUSE THE COLUMNS ARE FILLED IN

Overall Process	Process	Process Name	Step	Status	Completed On	Due Date	Person	Worker and Role
Committee Membership - Aljabe Abdulhik - COM S_Phd_G_MAJOR - Committee - Funp Negazo	Q	Manage Committee Membership	Manage Committee Membership	Submitted	08/05/2024 02:58:44.627 PM	08/07/2024	Pumev Zolota Wocowe	Pumev Zolota Wocowe
	Q	Manage Committee Membership	Complete Questionnaire	Step Completed	08/05/2024 02:58:52.129 PM		Pumev Zolota Wocowe	Pumev Zolota Wocowe (Initiator)
	Q	Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (AI)	Not Required		08/07/2024		
	Q	Manage Committee Membership	Approval by Graduate College Student Services Team (RBSG-C)	Not Required		08/07/2024		
	Q	Manage Committee Membership	To Do: Assign roles on the committee definition for the MPC Committee Members, and DOSE	Step Completed	08/05/2024 03:21:55.143 PM		Pupyn Zohote	Pupyn Zohote (Graduate College Student Services Team (RBSG-C))
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Step Completed	08/05/2024 03:21:55.143 PM		Widap Zewora	Widap Zewora (Graduate Major Professor (RBSG-C))
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Step Completed	08/05/2024 03:21:55.143 PM		Manap Wicupa	Manap Wicupa (Graduate Major Professor (RBSG-C))
	Q	Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (AI)	Approved	08/05/2024 04:07:33.926 PM		Manap Wicupa	Manap Wicupa (Graduate Major Professor (RBSG-C))
	Q	Manage Committee Membership	To Do: Review Graduate Committee Composition	Step Completed	08/05/2024 04:08:40.659 PM		Manap Wicupa	Manap Wicupa (Graduate Major Professor (RBSG-C))
	Q	Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (AI)	Approved	08/06/2024 08:46:29.922 AM		Widap Zewora	Widap Zewora (Graduate Major Professor (RBSG-C))
	Q	Manage Committee Membership	To Do: Review Graduate Committee Composition	Step Completed	08/19/2024 11:45:34.854 AM		Widap Zewora	Widap Zewora (Graduate Major Professor (RBSG-C))
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Step Completed	08/19/2024 11:45:34.854 AM		Zagul Wocuta	Zagul Wocuta (Graduate Committee Member (RBSG-C))
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Step Completed	08/19/2024 11:45:34.854 AM		Funp Negazo	Funp Negazo (Graduate Committee Member (RBSG-C))
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Step Completed	08/19/2024 11:45:34.854 AM		Mukyk Holkyzu Olybzy	Mukyk Holkyzu Olybzy (Graduate Committee Member Outside Member (RBSG-C))
	Q	Manage Committee Membership	Approval by Graduate Committee Member	Approved	08/19/2024		Taxu Wicupa	Taxu Wicupa (Graduate Committee Member)

ISU Find Event Process History

Business Process Types: Manage Committee Membership Initiated Date On or After: 07/28/2024 01:52:51.720 PM

164 of 16319 items

THIS IS NOT THE LAST MEMBER BECAUSE THE COLUMNS ARE BLANK

Overall Process	Process	Process Name	Step	Status	Completed On	Due Date	Person	Worker and Role
Committee Membership - Aljabe Abdulhik - COM S_Phd_G_MAJOR - Committee - Manap Wicupa	Q	Manage Committee Membership	Manage Committee Membership	Submitted	08/05/2024 02:56:26.998 PM	08/07/2024	Pumev Zolota Wocowe	Pumev Zolota Wocowe
	Q	Manage Committee Membership	Complete Questionnaire	Step Completed	08/05/2024 02:56:41.634 PM		Pumev Zolota Wocowe	Pumev Zolota Wocowe (Initiator)
	Q	Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (AI)	Not Required		08/07/2024		
	Q	Manage Committee Membership	Approval by Graduate College Student Services Team (RBSG-C)	Not Required		08/07/2024		
	Q	Manage Committee Membership	To Do: Assign roles on the committee definition for the MPC Committee Members, and DOSE	Not Required		08/07/2024		
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Not Required		08/07/2024		
	Q	Manage Committee Membership	To Do: Review Graduate Committee Composition	Not Required		08/07/2024		
	Q	Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (AI)	Not Required		08/07/2024		
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Not Required		08/07/2024		
	Q	Manage Committee Membership	To Do: Review Graduate Committee Composition	Not Required		08/07/2024		
	Q	Manage Committee Membership	Approval by Graduate Committee Member (RBSG-C), Graduate Committee Member Minor Representative (RBSG-C), Graduate Committee Member Outside Member (RBSG-C), and Graduate Outside Committee Member & Minor Representative (RBSG-C) (AI)	Not Required		08/07/2024		
	Q	Manage Committee Membership	Report ISU Current Memberships for Committee	Not Required		08/07/2024		
	Q	Manage Committee Membership	To Do: Review Graduate Committee	Not Required		08/07/2024		

8. After clicking the blue hyperlink of the last member, a new page will populate.

9. Select the *Process* tab, and the process history will appear below.

View Event Committee Membership - Aljabab Abdullah - COM S_PHD_G_MAJOR - Committee - Furup Neguzo

For Aljabab Abdullah - COM S_PHD_G_MAJOR - Committee

Overall Process Committee Membership - Aljabab Abdullah - COM S_PHD_G_MAJOR - Committee - Furup Neguzo

Overall Status In Progress

Due Date 08/07/2024

Calendars In Use 40/5 - Mon8/Tue8/Wed8/Thu8/Fri8
ISU Holiday Calendar

My Actions Details **Process**

Process History 43 items

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Manage Committee Membership	Manage Committee Membership	Submitted	08/05/2024 02:58:44 PM	08/07/2024	Purnev Zolota Wocove	1	
Manage Committee Membership	Complete Questionnaire	Step Completed	08/05/2024 02:58:52 PM		Purnev Zolota Wocove (Initiator)	1	
Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (All)	Not Required		08/07/2024		0	
Manage Committee Membership	Approval by Graduate College Student Services Team (RBSG-C)	Not Required		08/07/2024		0	
Manage Committee Membership	To Do: Assign roles on the committee definition for the MF, Committee Members, and DOGE	Step Completed	08/05/2024 03:21:55 PM		Pupyn Zohote (Graduate College Student Services Team (RBSG-C))	1	
Manage Committee Membership	Report: ISU Current Memberships for Committee	Step Completed	08/05/2024 03:21:55 PM		Widup Zewora (Graduate Major Professor (RBSG-C))	1	
Manage Committee Membership	Report: ISU Current Memberships for Committee	Step Completed	08/05/2024 03:21:55 PM		Mavap Wicupa (Graduate Major Professor (RBSG-C))	1	
Manage Committee Membership	Approval by Graduate Major Professor (RBSG-C) (All)	Approved	08/05/2024 04:07:33 PM		Mavap Wicupa (Graduate Major Professor (RBSG-C))	1	

10. Scroll towards the bottom of the page in order to find which member the approval process is waiting for.

- a. You will also be able to view the remaining process by scrolling to the bottom of the page and selecting *Remaining Process*.

ISU Find Event Process History: Academic Plans

-This report can be used to see where an Academic Plan is in the approval process. It can also be used to see if the Plan is started, in progress, saved for later, or successfully completed.

1. Type in *ISU Find Event Process History* in the search bar and open the task.
2. In the “Business Process Types,” you will type “**Academic Plan Event**” into the box.
3. If you know the date the student started the task, you can change the date in the “Initiated Date On or After” box.
4. Leave the “Student” and “Filter Name” boxes blank. There will be a place to search by student name once the report is open.

The screenshot shows a form titled "ISU Find Event Process History" with a close button (X) in the top right corner. Below the title, there is an "Instructions" section stating: "Business process types of the events is required for faster access of the events data." The form contains several input fields and sections:

- Business Process Types:** A text input field with a menu icon (three horizontal lines) on the right. This field is highlighted in yellow.
- Initiated Date On or After:** A date and time input field. The date is "06/16/2024" and the time is "08:20:04 AM". A red asterisk (*) is to the left of the date field. This field is highlighted in yellow.
- Initiated Date On or Before:** A date and time input field with the date format "MM/DD/YYYY" and time format "--:--:-- AM".
- Completed Date On or After:** A date and time input field with the date format "MM/DD/YYYY" and time format "--:--:-- AM".
- Completed Date On or Before:** A date and time input field with the date format "MM/DD/YYYY" and time format "--:--:-- AM".
- Student:** A text input field with a menu icon (three horizontal lines) on the right. A large red "X" is overlaid on this field.
- Filter Name:** A text input field with a red "X" overlaid on it.
- Manage Filters:** A section containing a "Save" button and the text "0 Saved Filters".

At the bottom of the form, there are two buttons: "Cancel" and "OK". The "OK" button is highlighted in yellow.

- Once the report is open, click on "Overall Process." Type the student's name into the "Value" box, and hit enter on your keyboard.

ISU Find Event Process History ... 

Business Process Types Academic Plan Event Initiated Date On or After 07/28/2024 02:30:00.137 PM

4995 items

Overall Process	Process	Process Name	Step
<div style="border: 1px solid blue; padding: 5px;"><p>↑ Sort Ascending</p><p>↓ Sort Descending</p><p>Filter Condition *</p><p>is ▼</p><p>Value *</p><input type="text"/></div> <div style="background-color: yellow; padding: 5px; text-align: center; margin-top: 5px;">Filter</div>	Plan Event	Academic Plan Event	Academic Plan Event
	Plan Event	Review Documents	Review Documents
	Plan Event	Review Documents	Review Documents
	Plan Event	Approval by Graduate College Student Services Team (RBSG-C)	Approval by Graduate College Student Services Team (RBSG-C)
	Plan Event	To Do: Enter and Articulate Transfer Courses	To Do: Enter and Articulate Transfer Courses
	Plan Event	To Do: Change ECD for Academic Record	To Do: Change ECD for Academic Record

- Select the correct student and program.
- Click **Filter**. (You may need to click outside of the results in order to access the filter button behind the dropdown options)
- The results will populate on a new page.

9. Click the blue hyperlink under *Overall Process*.

ISU Find Event Process History

Business Process Types Academic Plan Event Initiated Date On or After 07/28/2024 02:30:00.137 PM

20 of 4995 items

Overall Process	Process	Process Name	Step	Status	Completed On	Due Date	Person	Worker and Role
Academic Plan Event: Banyz Vugivu (932775859) - Computer Science Department/Graduate (Ph.D.) - 01/01/2020 - Active Duy Phuong Nguyen (932775859) - Computer Science Department/Graduate (Ph.D.) Plan	Q	Academic Plan Event	Academic Plan Event	Step Completed	08/06/2024 11:26:21 791 AM		Zurug Cywewu	Zurug Cywewu
	Q	Academic Plan Event	Review Documents	Not Required				
	Q	Academic Plan Event	Review Documents	Step Completed	08/06/2024 11:26:25 896 AM		Zurug Cywewu	Zurug Cywewu (Initiator)
	Q	Academic Plan Event	Approval by Graduate College Student Services Team (RBSSG-C)	Approved	08/06/2024 11:29:57 393 AM		Potic Typusa	Potic Typusa (Graduate College Student Services Team (RBSSG-C))
	Q	Academic Plan Event	To Do: Enter and Articulate Transfer Courses	Step Completed	08/06/2024 11:30:04 009 AM		Potic Typusa	Potic Typusa (Graduate College Student Services Team (RBSSG-C))
	Q	Academic Plan Event	To Do: Change ECD for Academic Record	Not Required				
	Q	Academic Plan Event	Service: Step Configuration Placeholder Service	Step Completed	08/06/2024 11:30:04 009 AM		Academic Plan Event (Graduate) step a7 - Service [Step Configuration Placeholder Service]	Workday Service
	Q	Academic Plan Event	Attach Expired Course Petition	Not Required				
	Q	Academic Plan Event	Approval by Graduate Major Professor (RBSSG-C) (All)	Approved	08/06/2024 11:58:04 929 AM		Zagal Wocuta	Zagal Wocuta (Graduate Major Professor (RBSSG-C))
	Q	Academic Plan Event	Approval by Graduate Committee Member (RBSSG-C), Graduate Committee Member Minor Representative (RBSSG-C), Graduate Committee Member Outside Member (RBSSG-C), and Graduate Outside Committee Member & Minor Representative (RBSSG-C) (All)	Approved	08/06/2024 02:09:51 313 PM		Zibud Cacepy	Zibud Cacepy (Graduate Committee Member (RBSSG-C))
Q	Academic Plan Event	Approval by Graduate Committee Member (RBSSG-C), Graduate Committee Member Minor Representative (RBSSG-C), Graduate Committee Member Outside Member (RBSSG-C), and	Approved	08/07/2024 10:59:36 006 AM		Gibuh Rytobi	Gibuh Rytobi (Graduate Committee Member (RBSSG-C))	

10. A new page will appear.

11. Select the *Process* tab, and the process history will appear below.

View Event Academic Plan Event: Banyz Vugivu (932775859) - Computer Science Department/Graduate (Ph.D.) - 01/01/2020 - Active Duy Phuong Nguyen (932775859) - Computer Science Department/Graduate (Ph.D.) Plan

For Banyz Vugivu (932775859) - Computer Science Department/Graduate (Ph.D.) - 01/01/2020 - Active

Overall Process Academic Plan Event: Banyz Vugivu (932775859) - Computer Science Department/Graduate (Ph.D.) - 01/01/2020 - Active Duy Phuong Nguyen (932775859) - Computer Science Department/Graduate (Ph.D.) Plan

Overall Status Successfully Completed

My Actions Details **Process**

Process History 24 items

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Academic Plan Event	Academic Plan Event	Step Completed	08/06/2024 11:26:21 AM		Zurug Cywewu	1	Zurug Cywewu: PhD-COMS Core: 5110, 5310, 5920 Breadth area 1: 5270X, Breadth area 2: 5720, 5730 Area proficiency: 5350, 5270, 6100, 67300 Total course credits: 28 Total research credits: 44 All grades B- or above. Internal transfer of courses submitted 8/6/24
Academic Plan Event	Review Documents	Not Required				0	
Academic Plan Event	Review Documents	Step Completed	08/06/2024 11:26:25 AM		Zurug Cywewu (Initiator)	1	
Academic Plan Event	Approval by Graduate College Student Services Team (RBSSG-C)	Approved	08/06/2024 11:29:57 AM		Potic Typusa (Graduate College Student Services Team (RBSSG-C))	1	Internal transfer approved by GC - waiting for records to be moved. Please use Academic History tab to verify grades.
Academic Plan Event	To Do: Enter and Articulate Transfer Courses	Step Completed	08/06/2024 11:30:04 AM		Potic Typusa (Graduate College Student Services Team (RBSSG-C))	1	
Academic Plan Event	To Do: Change ECD for Academic Record	Not Required				0	
Academic Plan Event	Service: Step Configuration Placeholder Service	Step Completed	08/06/2024 11:30:04 AM		Workday Service	1	

12. Scroll towards the bottom of the page in order to find which member the approval process is waiting for.

- a. You can also view comments made on the academic plan.

ISU Questionnaire Response Report: For Internal Transfer Courses

-This report is used to view the documents submitted by students who wish to complete an internal transfer of courses.

1. Type in *ISU Questionnaire Response Report* in the search bar, and open the task.
2. In the “Questionnaires” field, enter *Internal Transfer*. You will be given 3 different options to select from.
3. Select all 3 of the options: *v4*, *v5* and *v6*.

The screenshot shows a web application window titled "ISU Questionnaire Response Report" with a close button (X) in the top right corner. The interface includes several filter fields: "Questionnaire Target Contexts", "Questionnaire Targets", "Questionnaires" (highlighted in yellow), "Created On or After", and "Created On or Before". The "Questionnaires" field is active, showing a dropdown menu with search results. The dropdown header is "internal transfer" with a close button (X). Below the header, it says "Search Results (4)". The results list includes:

- COA Internal Transfer
- SR - Internal Transfer of Courses (Reassign or Articulate) v4
- SR - Internal Transfer of Courses (Reassign or Articulate) v5
- SR - Internal Transfer of Courses (Reassign or Articulate) v6

Below the dropdown, there is a "Filter Name" input field, a "Manage Filters" button, and a "Save" button. At the bottom of the window, there are "Cancel" and "OK" buttons.

4. A new page will populate with a list of students who have submitted an Internal Transfer of Courses request.
5. Select *Respondent*.
 - a. In the “Value” field, enter the student's name and select filter.

ISU Questionnaire Response Report

Questionnaires SR - Internal Transfer of Courses (Reassign or Articulate) v4
 SR - Internal Transfer of Courses (Reassign or Articulate) v5
 SR - Internal Transfer of Courses (Reassign or Articulate) v6

218 items

Questionnaire	Respondent	Business Process Transaction	Questionnaire Response Context	Questionnaire Response	Questionnaire Response Status	Business Process
SR - Internal Transfer of Courses (Reassign or Articulate) v5		Request Process : Internal Transfer of Courses : Zucep Wysubu	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v5		Request Process : Internal Transfer of Courses : Vibuni Pifete	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v5		Request Process : Internal Transfer of Courses : Zucep Wysubu	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v5		Request Process : Internal Transfer of Courses : Lypyvo Zosapo	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v5		Request Process : Internal Transfer of Courses : Pumupu Fipuze	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v5		Request Process : Internal Transfer of Courses : Vapiz Lypyvo Zosapo	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v6	Lowif Cywypy Higiza	Request Process : Internal Transfer of Courses : Lowif Cywypy Higiza	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	

- Once you have found the student you are looking for, select the blue hyperlink under *Business Process Transaction*.

Questionnaire	Respondent	Business Process Transaction	Questionnaire Response Context	Questionnaire Response	Questionnaire Response Status	Business Process
SR - Internal Transfer of Courses (Reassign or Articulate) v5	Zucep Wysubu	Request Process : Internal Transfer of Courses : Zucep Wysubu	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	
SR - Internal Transfer of Courses (Reassign or Articulate) v5	Zucep Wysubu	Request Process : Internal Transfer of Courses : Zucep Wysubu	Request : Internal Transfer of Courses : Zucep Wysubu	Response for SR - Internal Transfer of Courses (Reassign or Articulate) v5	Completed	

- A new page will populate showing the request submitted for the student.

8. Scroll down and select the forms in order to view what courses the student wishes to transfer.

Details Process

Request: Request - Internal Transfer of Courses - Zucep Wysubu Completion Date: 03/05/2024 02:04:52.437 PM

Request Type: Internal Transfer of Courses Resolution: Canceled

Request Date: 02/15/2024 11:53:43 850 AM

Request ID: (empty)

Requester: Zucep Wysubu

7 items

Question	Answers
Are you requesting to reassign your registrations or internally articulate registrations? <ul style="list-style-type: none"> Reassign: completely move the registration from one academic record to another Articulate: receive credit for one registration on more than one academic record 	Both
Is this a new request or an update to a prior request?	New Request
What is the original academic record?	Graduate Record
If you said Graduate Program to the last question, which Graduate Program was the original academic record a part of?	originally for the Master of Education in Student Affairs - workday data conversion placed them on Pol S crt record
What is the target academic record?	Graduate Record
If you said Graduate Program to the last question, which Graduate Program is the new target academic record?	HCI PhD
Upload your completed Internal Transfer of Courses form, which can be found on the Graduate College Website .	<div style="border: 2px solid red; border-radius: 50%; padding: 10px; margin-bottom: 5px;">  Internal Transfer of Courses Form_2024.pdf Uploaded by Zucep Wysubu Comment 6 months ago </div> <div style="border: 2px solid red; border-radius: 50%; padding: 10px;">  Internal Transfer of Courses Form_2024 #2.pdf Uploaded by Zucep Wysubu Comment 6 months ago </div>

9. To view where the Internal Transfer of Courses Request is in the approval process, select *Process* near the top of the page.

a. You can also view the next steps of the process by selecting *Remaining Process*.

View Event Request Process : Internal Transfer of Courses - Zucep Wysubu

For: Request - Internal Transfer of Courses - Zucep Wysubu

Overall Process: Request Process - Internal Transfer of Courses - Zucep Wysubu

Overall Status: In Progress

Details: **Process**

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Request	Request	Submitted	03/12/2024 12:09:56 PM		Zucep Wysubu	1	
Request	Approval by Student Records - College Registration Approver (RBSG-C)	Not Required				0	
Request	Approval by Student Records - Registrar Program Completion and Certification Team (RBSG-L)	Not Required				0	
Request	Approval by Graduate College Student Services Team (RBSG-Q)	Approved	03/13/2024 09:23:58 AM		Fijet Cawnyre Bijiye (Graduate College Student Services Team (RBSG-Q))	1	
Request	To Do Articulate Internal Credit for Student	In Progress			Helij Pwicoza (Student Records - Records and Registration Team (RBSG-U))	1	
Request	To Do Reassign Registration.	In Progress			Helij Pwicoza (Student Records - Records and Registration Team (RBSG-U))	1	

Remaining Process
 Click on the button below to review remaining process details

Remaining Process