Reading Oasis Screens Understanding Student Records

Graduate Division ACADEMIC SERVICES March 2013

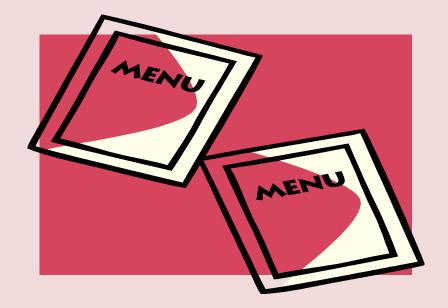
academicservices@grad.ucla.edu

Why understand student records... ?

- Better track & monitor student progress
- Eliminate extra or unnecessary work
- Become more familiar with the lifecycle of a student
- Better advise your students about how to move forward with their degree requirements

Menu Screens: For Reference

SRM
ENR
ST1
ST2



(SRM): Student Records Main Menu

→Screen name & Description

UCLA-AIS OASIS Screen:	Student Records System Student Records Main Menu (SRM)
	CAT _ Course Catalog Menu ENR _ Enrollment Menu GRD _ Grading Menu SCH _ Class Scheduling Menu ST1 _ Student Information Menu 1 ST2 _ Student Information Menu 2 SUM _ Summer Sessions Menu TSM _ Term and Session Menu
	KEY _ Keyboard Setup

F1:DocumentationF2:UID F3:Exit F4:Help F12:Refresh F24:SRS/SIS 01-31-13 17:41

(ENR): Enrollment Menu

→Screen name & Description

UCLA-AIS (Screen:		Student Records Enrollment Men		
UID:				
- Enrollmer	nt Related Screens	_	- Relat	ed Menus -
ALT AI1	ernate Section Br	owse	ECM	Enrollment Control Menu
CLS CIa	ass Details		CAT	Course Catalog Menu
DPS Dro	op Screen		SCH	Class Scheduling Menu
DP2 Dro	op Screen 2			
EAS Enr	rollment Audit Scr	een		
EDB Enr	rollment Data Brow	se		
ENP Enr	ollment Profile			
	ollment Processin	g Screen		
	en Sections			
	mission to Enroll			
	ass Roster			
	ident Priority Gro	up Browse		
	ıdy List			
TPB Stu	ident Appointments	Browse		

R-Z0062 PLEASE ENTER REQUIRED FIELDS F1:Documentation F2:UID F3:Exit F4:Help F12:Refresh F24:SRS/SIS 01-31-13 17:49

(ST1): Student Information Menu 1

→Screen name & Description

UCLA-AIS	OASIS Student Re	cords Sy	stem
Screen: _	Student Informa	tion Men	u 1 (ST1)
UID:			
- College	e Screens -	- Regis	tration Screens -
	College Academic Detail	PVĎ	Privacy Detail
	College Academic Enrollment	RD1	Registration Detail 1
	College Academic Probation	RD2	Registration Detail 2
	College Academic Requirements	RLD	Record Locator Detail
Chini C	berrege neudomre noquir emonice	RTB	Registration Term Browse
- Degree	Screens -	SEV	SEVIS Detail
•			
	Degree Awarded Summary	TUD	Transcript Career Unit Detail
DAD [Degree Awarded Detail	VER	Term Verification
DNB N	Non-UCLA Degrees Browse	WAS	Withdrawal Activity Screen
		148	Student Record Comments
- Program	m Of Study Screens –		
	Program Detail Browse	- Relat	ed Menus –
	Student Programs Browse	ENR	Enrollment Menu
	Program Update Browse	GRD	Grading Menu
	Student Minors Browse	APM	Active Programs Menu
	Student Specializations Browse	001	Shared Components Menu
	PLEASE ENTER REQUIRED FIELDS		
	entationF2:UID F3:Exit F4:Help	F12.Refr	ech E24.SRS/STS 01-29-13 16.44
· · · · · · · · · · · · · · · · · · ·	enterion E. orb ro. Exit i f. neip		

(ST2): Student Information Menu 2

→Screen name & Description

UCLA-AIS OASIS Student Reco Screen: Student Informati	
UID:	
- Transcript Text Screens - TCX Transcript Transfer Credit Text TDX Transcript Degree Text TEX Transcript Text 1	- Graduate Degree Progress Screens - GPB Graduate Progress Browse GPD Graduate Progress Detail
TMX Transcript Term Text - Transfer Credit Screens - SID Student Initial Stats DTA Transfer Credit Detail Admissions	- Language Exam Screens - GMB Language Exam/Program Browse GVB Language Name Browse GXB Language Exam Browse
DTB Transfer Credit Detail Browse YTB Transfer Credit Summary Browse	 Misc Menus RCM Registration Control Menu RM1 Registration Maint Menu 1 RM2 Registration Maint Menu 2 SOM Student Ordering Menu APM Active Programs Menu

R-Z0062 PLEASE ENTER REQUIRED FIELDS F1:DocumentationF2:UID F3:Exit F4:Help F12:Refresh F24:SRS/SIS 01-29-13 17:08

Types of Registration & Student Status

RD1
VER
WAS



(RD1): Registration Detail

→In-Absentia Registration, Payment of fees, Program, Major, Residence Classification, ATC term for PHDs

		Student Records Sy gistration Detail	
	UID: Term: 12F		PAID 01-07-13
	Insert: Col: Maj:	Deg: V	is Type:
		SMaj Pri Tr GPDeg StTm Maj Cr ExpTri 06F Y G1	
	Page 1 of 1 Visa : C Cit Country: US UNITED STATES	Hom Loc : 110 Residence: R	Mat Fee Chrt Tm: Fee Cohort Term: NonImm Rtn Term:
date of nt of on fees	Reg Payment : Y 01-07-13 Withdrawal : Refund Pct% : 000 * Lst Attend Dt: Mainten Date : LOA Ret Trm :	Zero-Asmt : _ Red Educ Fee: N Red NonR Fee: N Empl-Student: _ Eap Student : N Joint Stu : N	Grad In Absntia: N Prim Vet Benef : _ In-Absentia Registration: Has been approved & coded if set to Y Vis Student Typ: All Cum Unt Psd: 242.0 Del Term: _

F3:Exit F4:Field/Screen Help F9:Update F12:Reset

Official da paymen registratio

01-11-13 10:04

(VER): Term Verification

→Enrollment Status, Term & Cumulative GPA, Admit term, Major

UCLA-AIS OASIS Screen:	Student Records System Term Verification (VER)	
UID: Term: 13W	RLA GD 0114 BCHEM&MB PHD 0 PAID 01-	GD2 G1 -10-13
Enrollment Status Academic : FULL-TIME Financial : FULL-TIME Term GPA : 0.000 Cum GPA : 3.759 Wkld Atm Unt: 12.0 Dental, Law, Medical Students	Ugrad Deg Exp Trm: Ugrad Deg Exp Dt : Reg Payment : Y 01-10 Withdrawal : Withdrawal Eff Dt: Last Attend Date : S ALWAYS FULL-TIME LOA Return Trm :	9-2013
SMaj Pri StTm Col Maj Abbr Deg Maj 07F GD BCHEM&MB PHD Y		Prf Lvl

W-Z0137 - SECURITY - YOU MAY NOT UPDATE ON THIS SCREEN F3:Exit F4:Field/Screen Help F9:Update F12:Reset

03-01-13 13:57

(WAS): Withdrawal Activity (LOAs)

 \rightarrow You can check the **WAS** screen to see if a student has any previous terms on Leave. There is now a 3 quarter limit.

UCLA-AIS OASIS Screen:		nt Records Sys nwal Activity		
UID: Te	rm: 13W Start and retu		ns by	EDD GD1 G1 PAID 11-20-12 NR LOA 12-21-12
Withdrawal : Withdrawal Eff Dt: Last Attend Date : Refund Pct% : Maintenance Date :	12-21-2012	Academic Acti and of Prv Trm		: Y
LOA Start Return Del Term Term	Approval LOA Date RC	Pet'n TC Type G1	Withdrawal Info	Refund%
13W13S	<u>12-21-2012 OE</u>	0	L 12-21-2012	100

(WAS): Withdrawals

 \rightarrow After a withdrawal has been approved by Academic Services, check

the WAS screen for the effective date.

Screen: With Check UID: Term: 12F wheth	tudent Records System thdrawal Activity (WAS) these fields to determine er the withdrawal was processed Registrar's Office.	MAR GPM G1 PAID 09-20-12 RETRO WITHDRL 12-13-12
Withdrawal : R Withdrawal Eff Dt: 12-13-2012 Last Attend Date : 12-03-2012 Refund Pct% : 000 Maintenance Date : 01-08-2013	Reg Payment : Y 201 -Academic Actions- End of Prv Trm: End of Cur Trm:	
LOA Start Return Approval Del Term Term Date	LOA Pet'n TC Withd RC Type G1	rawal Info Refund%

Enrollment & Grading

STL
EAS
GIS
GEN



(STL): Study List

 \rightarrow Enrollment/List of courses

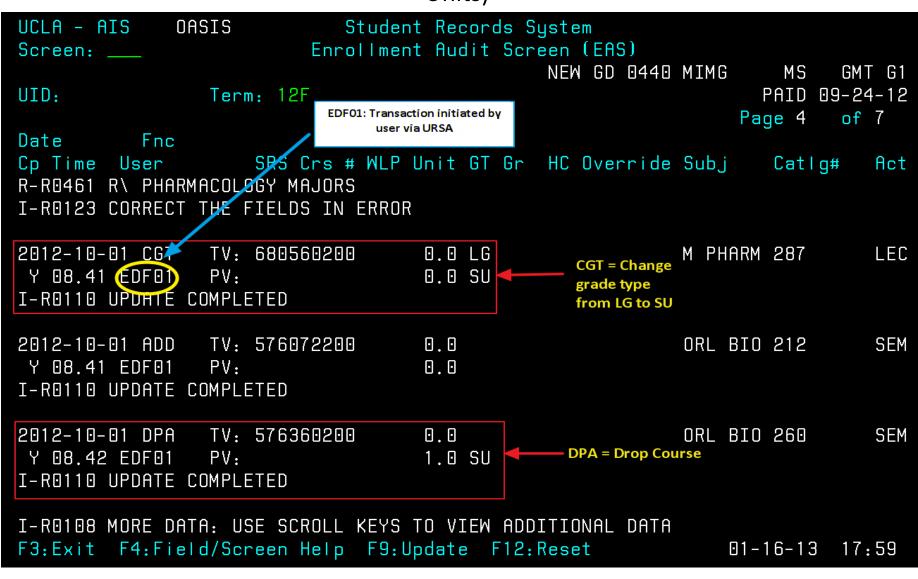
UCLA - AIS Screen:	DASIS		Records S J List (S1	•			
			-	CON G	GD 0119 BMED		
UID: RDAK, IR	Term: 12F				Pa	PAID E	19-20-12 of 1
534876219*BMEC UNSC		TUT 19 0:00A	12.0 Sl	I SU E	XC=30 HUANG, H.		:AP: 10

Total Term Wkld Units: 12.0 W-Z0137 - SECURITY - YOU MAY NOT UPDATE ON THIS SCREEN F3:Exit F4:Field/Screen Help F9:Update F12:Reset

01-11-13 13:40

(EAS): Enrollment Audit Screen

→Changes in Study List (i.e. Add, Drop, Change Grading Basis, Change Variable Units)



(EAS): Enrollment Audit Screen cont'd.

\rightarrow Courses & Grades

UCLA – AIS OASIS Student Recor Screen: Enrollment Audit		
UID: Term: 12F		G1 -12
Date Fnc GB0001: Gradebook Transaction		
Cp Time User 8RS Crs # WLP Unit GT I-R0110 UPDATE COMPLETED	T Gr HC Override Subj Catlg# f	lct
2012-12-15 GRD 🖌 TV: 662553200 Y 01.37 GB0001 PV:	S MATH 290N S	6EM
2012-12-15 GRD TV: 662574200 Y 01.37 GB0001 PV:	S MATH 296N S	SEM
2012-12-15 GRD TV: 662980249 Y 01.37 GB0001 PV:	A MATH 596 T	TUT
2012-12-18 GRD TV: 662352200 Y 01.34 GB0001 PV:	A MATH 269A L	_EC

I-R0106 BOTTOM OF DATA F3:Exit F4:Field/Screen Help F9:Update F12:Reset

02-01-13 08:28

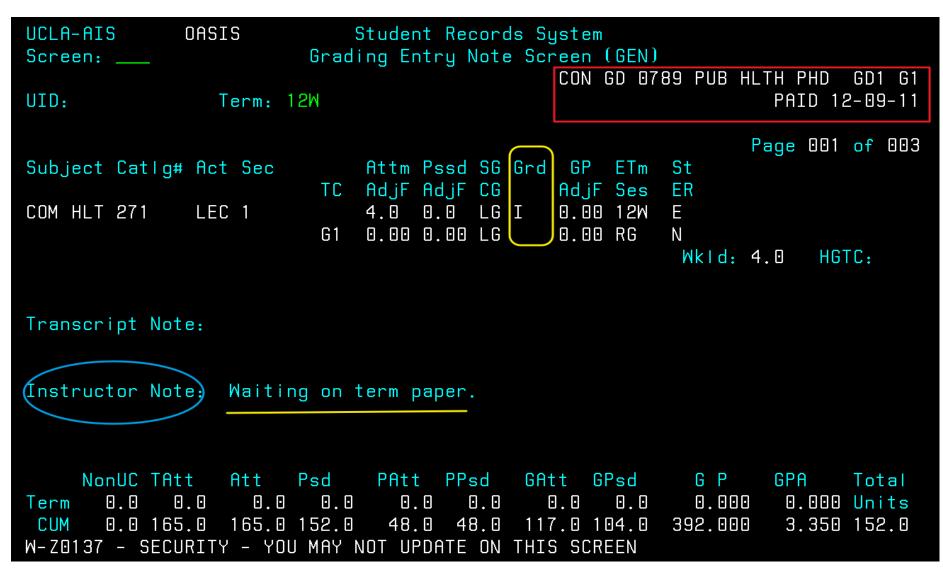
(GIS): Grading Inquiry Screen

 \rightarrow Courses, Grades, Units & GPA Calculations

UCLA-AI Screen:	S	OASIS	Student R Grading Inqu		<u> </u>	6)			
UID:		Term: 12F			CON GD	0540	MATH	PH PAID	D GD1 G1 09-21-12
Reg Typ U Deg E GP Deg	XP Trm	: AA-C	rev Trm: urr Trm:		Balance Balance				
							Page 1	of	1
Subject	Catla#	Act Sec	Class ID# SG	CGGrd	Attm	Pssd	GrPt	WkId	Status
матн	269A	LEC 1	662352200 LG		4.0	4.0	16.0	4.0	Enrolled
МАТН	290N	SEM 1	662553200 SU	SU S	4.0	4.0	0.0	4.0	Enrolled
МАТН	296N	SEM 1	662574200 SU	SU S	1.0	1.0	0.0	1.0	Enrolled
MATH	596	TUT 49	662980249 LG	SO A	4.0	4.0	16.0	4.0	Enrolled
								Term	& Cumulative GPAs
Term	0.0 91	.0 13.0 .0 91.0	13.0 5.0	31.0 6	8.0 8 0.0 60	8.0).0 2	G P 32.000 36.400		Total Units 40 91.0

(GEN): Grading Entry Note Screen

→ Term, Course, Grade, Units & Instructor Notes



Degree requirements as seen through SR2

TEXGMBGPD



(TEX) : Transcript Text 1

→ Text from SR1 was imported into this text field. Actions before October 2010 will appear here. (Data here is not interactive)

	A - A een: .		OASIS	Student Records System Transcript Text 1 (TEX)	
UID	•				
Inse	ert T	ext	Type: TC	C: # of Lines	
			Comments	Page 1	of 1
ТС	Тур	T#		.v2v3v4v5	
G1	DEG		MASTERS D		
G1	DEG	4	06-13-08 ADV	ANCED TO CANDIDACY	
G1	DEG	6	06-06-08 PLA	N II-COMPREHENSIVE EXAMINATION OF	
G1	DEG	8	HISTORY PASSE	D	
G1	DEG	60			
G1	DEG	62	<u>DOCTORS</u>	<u>DEGREE</u>	
G1	DEG	64	03-18-06 QUA	ILIFYING EXAMS	
G1	DEG	66	03-20-09 ADV	ANCED TO CANDIDACY	
G1	LEX	2	<u>– Langaug</u>	BES -	
G1	LEX	4	05-01-08 SPAN	IISH DEPTL EXAM PASSED	

R-R5094 STUDENT ID DOES NOT HAVE TERM ACTIVATED IN SMT F3:Exit F4:Field/Screen Help F9:Update F12:Reset

01-30-13 14:44

(GMB): Language Exam/Program Browse

 \rightarrow Language petitions, once approved in Graduate Division, will appear here:



Language codes are:

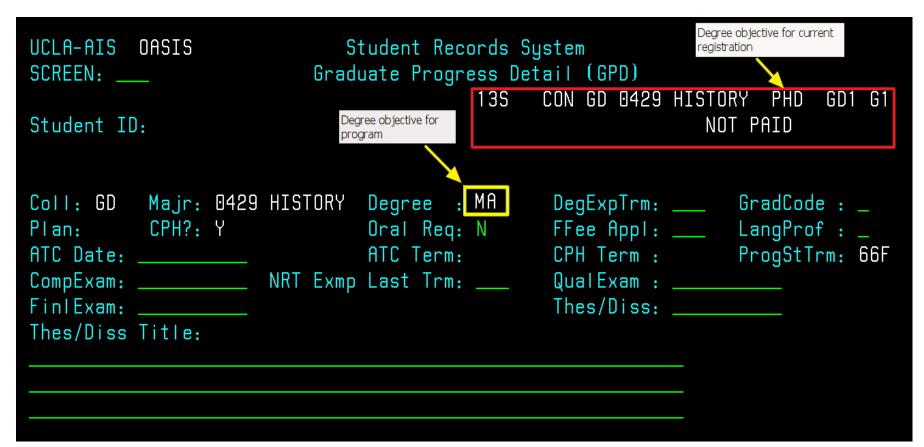
EDE Departmental exam; **CRS/CRP** Fulfill or partially fulfill requirement with coursework from UCLA or another school; **DPE** language department placement exam; **DEF** English as a foreign language; **NAT** "x" as a native language

NB: language are applied to a specific degree and major

Language formats that require more room than **GMB** allows, will appear on **GPD**

UCLA-AIS DASIS		tudent Records	•		
SCREEN:	Gradi	⊔ate Progress D 13W	CON GD 0100	ASIA AM MA	GMT G1
Student ID:				NOT PAID	
Coll: GD Majr: Plan: 1 CPH?: ATC Date:	X	Oral Req: X ATC Term:	CPH Term :	12S LangPro ProgStT	f : _
CompExam: FinlExam: Thes/Diss Title:		Last Trm:	QualExam : Thes/Diss:		
✓ Sub Prog Appr Dt Sub Prog: AAS 1		20; EDUC 284 RE	SEARCH METHODS	<u>}</u>	
	Examples are: itute programs (research m ans (exam from previous gr			Delete Prog	ram: _
I-R5092 DISPLAY F3:Exit F4:Fie		HE LATEST TERM F9:Update F1	2:Reset	01-30-13	14:35

-screen for a newly admitted student-



Note: the degree objective is not the same for the program as it is for the students current registration. There are GPD screens for each degree objective and each major. The F7 and F8 keys will allow you to scroll through all screens. The F4 key will provide an index for the specific field.

-screen for a student who has filed a master's thesis-

UCLA-AIS OASIS SCREEN:	Student Records S Graduate Progr <u>ess De</u>	0	
Student ID: Plan 1 Thesis Plan 2 Comp exam	⁻ 1 3W	CON GD 0100 ASIA N	AM MA GMT G1 DT PAID
	Master's degree objective		
Coll: GD Majr: 0100 ASI Plan: 1 CPH?: X ATC Date: 09-06-2012 CompExam: NRT FinlExam: Thes/Diss Title:	Oral Req: X ATC Term: Exmp Last Trm:	Thes/Diss: 01-04	LangProf : _ ProgStTrm: 04F
PIER Through a Critical L tiated, Student-Run Outre Sub Prog Appr Dt: 04-28-2 Sub Prog: AAS 142B; AM I	each Program		

The screen is populated with information pertaining to milestones in the student's academic career

NB: Plan; Advancement to Candidacy, Comprehensive Exam; degree expected date, Filing Fee logged; thesis and thesis title (and language requirement in this case)

-screen for a doctoral student who has advanced to candidacy-

UCLA-AIS OASIS SCREEN: Student ID:	Student Records Sys Graduate Progress Deta 13S	
Coll: GD Majr: 0117 BIO Plan: X CPH?: ATC Date 9-22-2010 CompExam: NRT FinlExam: NRT Thes/Diss Title:	Oral Req: 🍸 ATC Term: 10F	DegExpTrm: GradCode : FFee Appl: LangProf : CPH Term : ProgStTrm: 66F QualExam : Thes/Diss:
Sub Prog Appr Dt: Sub Prog:		
		Delete Program: _
I-R7109 MORE THAN ONE REC F3:Exit F4:Field/Screen		DESIRED RECORD ON GPB SCREEN Reset 01-30-13 15:36
Note:		

ATC Date; ATC Term; Qualifying Exam date; Final Oral requirement Also: C Phil term (if applicable); NRT exemption limit

-screen for a doctoral student who has filed-

UCLA-AIS OASIS SCREEN: Student ID:	Student Records System Graduate Progress Detail (GPD) 12F CON GD 0330 N	MECHANIC PHD GD2 G1 NOT PAID
	Oral Req: Y FFee Appl: ATC Term: 112 CPH Term : Exmp Last Trm: 142 QualExam : Thes/Diss: c Inversion - Digital Signal Proce and Applications in Digital Contro	12F LangProf : _ ProgStTrm: 96W 03-31-2011 12-03-2012 s
I-R7109 MORE THAN ONE RECO	ORD IN TABLE GPT. FIND DESIRED REC	Delete Program: _ ORD ON GPB SCREEN

Note:

Completion of final oral requirement; Dissertation filing date; and Dissertation title. This information is inserted once online filing is completed.

Note also: Filing Fee approved, Degree expected term

(DAB): Degrees Awarded Browse

 \rightarrow shows UCLA degrees that have been awarded

UCLA-f Screer	AIS OA	SIS			udent Recor es Awarded				
UID:							PAGE 1	0F 1	
Degr/ Cert MA	Term 122	# 1	TC G1	Retro N	Degr Date 09-14-12	Coll Hnrs <mark>N</mark>	Grad	Spec Name N	Early Post <mark>N</mark>

(DNB): Non UCLA Degrees Browse

UCLA - Screen:	AIS	OASIS	5	Ν		udent Red JCLA Degr)	stem vse (DNB)			
UID: Insert	Inst: _		_ De	egTyp∶	_					Page 1	of 1	
	NonUC DegTyp)				0	Slf Rep	Deg	Name	0		Del
		1	N			2007-05		BA			950120000	—

ightarrow shows degrees awarded by other schools

Billing, Comments & Holds



(409): Account Snapshot

 \rightarrow shows billing of all fees associated with GD actions (composite screen)

Billing code				
UCLA - AIS OASI	IS Account	Snapshot	Amount	409
Oper: USJFB				
			T HAS ARCHIVED ACT	
Screen: UI	ID: Ext: _ Te	erm: 125	Date: 01-30	
			Reg Type: CON	
SubCd Seq C/P	P Description	Amount Post [Dt Invoice # Pd,	/AppI
Te	erm: 12S Beg Balance:	× 0.00		
21559 0001 C	MASTERS FILING FEE	162.00 04-24-1	12 387862 08-08	8-12
22659 0001 C	LIB-PROC FEE-YRL (10.00 05-02-1	12 474541 08-08	8-12
20574 0001 C	ASIAAM GRADUATION(60.00 05-25-1	12 517469 08-08	8-12
<u>10136</u> 0002 C	FALL GD WRITING CE	1.00- 08-24-1	12 08-24	4-12
21560 0001 C	DOCTRAL FILING FEE	162.00 <mark>09-04-</mark> 1	12 620442 09-11	0-12
99999 0001 P	PAYMENT - CASH/CHE	162.00- 09-10-1	12 09-11	0-12
20641 0001 C	DOCTRL CAND FEE-A(25.00 01-08-1	13 889560 01-17	7-13
22642 0001 C	DOCTRL CAND FEE-B(65.00 01-08-1		

(148): Registrar's Office Comments

→ Information regarding Master's student advancements, degree checks, retroactive adds and drops, and billing notes of retroactive petitions

UCL	A - AIS	STUDENT RECORD COMMENTS 02-01-13 13:33	Diı	∩: N	Ferpa	148 : N
Scr	een:	SID:	PAGE	001	OF 00	1 D
Ln 01	Entry Dt & User ID	Text				E L
02	2012-12-18	atc deferred- low gpa				
				1.0		
03	2012-12-07	f'12 mfe atc to grad div. Has low GPA. Ne	eus r	rz gr	aues.	

Other comments screens:

- 248 GD Admissions
- 348 GD Student Support + Financial Aid Office
- 448 Student Accounting

Note: please check with your Department Security Administrator (DSA) whether you have access to these screens.

Finally...(048): Holds

 \rightarrow indicates the level of student services prohibited by the hold level. GT is the Academic Services Hold Code.

UCLA-AIS OASIS Screen:	Student Records System Term Verification (VER)	** HOLDS **
	CON GD 0780 PSYCI	H PHD GD1 G1
UID: Term: 13W	N	DT PAID
UCLA - AIS	Holds	048
The hold code designates the office and/or reason for placing the hold on the student's record.	02-19-13 10:12	
Hold Corrts: Academic/Finan	ncial: 2 Financial Aid: 0 A	II Services: D
Hold	Hold	Effective E
Code Description	Level	Date L
GD Graduate Division – 1 KK Student Acctg – 1121 M	255 Murphy AF1 lurphy Hall (310)825-9194 AF4	11-07-2012 _ 12-03-2012

(048): Holds (continued)

UCLA Scree	- AIS Holds 02-19-13 10:12 Indicates the level prohibited by the services denotes BruinCard.	e hold code	. Campus	048
Hold	Counts: Academic/Financial: 2 Financial Aid:	0 AI	I ervices:	D
Hold	Description	Hold	Effective	E
Code		Level	Date	L
GD	Graduate Division – 1255 Murphy	AF1	11-07-2012	_
KK	Student Acctg – 1121 Murphy Hall (310)825–9194	AF4	12-03-2012	

Types of Hold Level codes:

- AF1 Acad/Fin: Enrollment, campus svcs, assessment, financial aid disbursement
- AF2 Acad/Fin: Enrollment, campus svcs, grades, diploma, transcripts
- AF3 Acad/Fin: Enrollment, campus svcs
- AF4 Acad/Fin: Grades, diploma, transcripts
- AS1 All Serv: All AF and FA items
- FA1 Fin Aid: Awarding, credit (checks)
- FA2 Fin Aid: Credit (checks)
- AF5 Acad/Fin: Assessment
- AF6 Academic: Prevents graduation; used only by
- AF7 Academic: Grades Only

What's your experience?....

QUESTIONS?



Thank You for joining us!

