

Graduate Application Review Page for Advisors

The Graduate Application Review page lists all applicants for a given department, major, and term. It is a snapshot of information from Banner, and it also contains links to an applicant's Admission Decision Worksheet and Financial Assistance Form.

New faculty/staff needing access to the Graduate Application Review must complete the Application Review Request form online at

<http://www.depts.ttu.edu/gradschool/admissions/appRevReq.php>.

- The Graduate Advisors' Review Page is available at this link:
<https://banapps.tosm.ttu.edu/ITIS/GradAppReview/ApplicationReviewOpt.aspx>.
- Choose **Department**, **Major** and **Term** and click "List of Names". Note: the **Major** drop-down box will only show the majors which have current applicants. For example, if your department offers 4 majors, but you can see only 3 majors in the drop-down box, the fourth major has no current applicants.
- Names are listed alphabetically, and the last name appears first. Click on a name to review the information available.

Graduate School

Graduate Application Review

Red X = no printed worksheet
Green check = printed worksheet

Department: Graduate School
Major: Graduate Certificate Program
Term: Spring 2010 TTU

List of Names

Total Number of Current Applicants for Term: 5

Name	Application Date	Current Status	Appl No	Status Date	Conc.
[Red X]	September 1, 2009		1		VISL
[Red X]	July 14, 2009	Deferred to Department	2	07/14/2009	HLCC
[Red X]	August 27, 2009	Graduate Admit	2	08/28/2009	WEMG
[Red X]	July 15, 2009	Deferred to Department	1	07/15/2009	CWMS
[Red X]	August 5, 2009	Deferred to Department	1	08/13/2009	CAUT

Graduate Application Review Page for Advisors

Application Review > Select Applicant

Direct link to Xtender login, but NOT tied to applicant's record due to security

Graduate School

Application for Admission

Name: [Redacted]
 TechID: [Redacted]
 Degree: Master of Science in
 College: Graduate School
 Term: Fall 2010 TTU
 Application Status: Deferred to Department
 Status Date: 6/25/2010 10:51:13 AM
 Major: Interdisciplinary Studies
 Concentration: [Redacted]

Xtender | Worksheet

This link will only activate once the application status says "Deferred to Department". If it is gray, it will not open.

General Information | Requirements | Institution Attended | Test Scores

Tech ID: [Redacted]
 Name: [Redacted]
 Date Of Birth: [Redacted]
 Address: [Redacted]
 Permanent Phone: [Redacted]
 Primary Phone: [Redacted]
 Cell Phone: [Redacted]
 Application Email: [Redacted]
 Mail Address: [Redacted]

Each tab shows info from Banner:
 General Information - SAAADMS Application
 Requirement - SAAADMS Checklist
 Institution Attended - SOAPCOL
 Test Scores - SOATEST

Information about your applicants is arranged by the following tabs:

- **General Information:** This tab will contain biographical and contact information for the applicant.
- **Requirements:** This tab includes information about the status of application requirements for the student

General Information	Requirements	Institution Attended	Test Scores
	Requirements	Comments	ReceiveDate Status
	Application Fee	PAID	December 1, 2008 Received
	Statement from Sponsor's Bank		Not Received
	College Transcript Pending	Mcgill University	October 15, 2008 Received
	College Transcript	South Plains College	October 15, 2008 Received
	College Transcript	Mcgill University	May 14, 2009 Received
	Degree/Diploma/Cert(Foreign)		Not Received
	IELTS or TOEFL Scores	Test Date 20-SEP-2008	December 3, 2008 Received
	Copy of Passport Bio Page		December 31, 2008 Received

Graduate Application Review Page for Advisors

- **Institutions Attended:** This tab provides information about previous institutions that the applicant has attended, as well as the dates attended and degrees awarded.

General Information	Requirements	Institution Attended	Test Scores
		Institution	Attended
		Mcgill University	August 15, 2005 to May 1, 2009
		South Plains College	September 1, 1991 to May 14, 1994
		Degree	
		Bachelor of Arts	
		Associate of Arts	

- **Test Score:** The most recent GRE, GMAT, TOEFL, and IELTS scores will be available from this tab. All test scores received are available on form SOATEST in Banner.

General Information	Requirements	Institution Attended	Test Scores
GRE: Verbal	GMAT: Verbal	TOEFL: Listen	020
Quantitative	Quantitative	Write	020
Analytical	Writing	Read	020
Writing	Total	Speaking	
		Total	120
Date:	Date:	Date:	09/08
		Official	
Only the most recent test score information is listed here. For complete test score history including percentiles, please use form SOATEST in Banner			

- **Xtender | Worksheet**

Application Review > [Select Applicant](#) Hover your cursor over the worksheet link to see who's printed a worksheet

ePalder Sign Out

Application for Admission

Name: [REDACTED]

TechID: [REDACTED]

Degree: Master of Science in

College: Graduate School

Term: Fall 2010 TTU

Application Status: Deferred to Department

Status Date: 6/25/2010 10:51:13 AM

Major: Interdisciplinary Studies

Concentration:

Xtender | [Worksheet](#)

[Print Worksheet](#)

Employee	Date Printed
Shelby Cearley	07-02-2010
Shelby Cearley	07-02-2010
Shelby Cearley	07-02-2010
Shelby Cearley	07-02-2010

- A link to Xtender is provided for your convenience. You will need to enter the applicant's name.
- If the "Worksheet" is ready for printing, it will be red. You can then click the link to open the worksheet to print the Admission Decision Worksheet, make the decision, sign it, and return it to the Office of Graduate Admissions.