**Use Cases:**

Descriptions of specific interactions users may have with the software while completing the tasks listed above. Uses cases detail the external behavior of the software. Insert additional use case tables as needed.

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| **Name** | **UC-1: Transcript Exchange (Between Vendor-based Service Providers)** |
| Summary | This use case describes the movement of official academic transcripts between multiple vendors of transcript exchange networks. Each vendor in this use case may represent one or more sending individuals or institution, as well as one or more recipient individuals or institutions. The content of the official transcript is arbitrary, and not relevant to the processing of the requests, responses and payload of the transactions. |
| Rationale | Automated transcript exchange between service providers acting on behalf of multiple senders and recipients will make up the bulk of transactions for these PESC file formats. |
| Users | Student, Registrar, College Admissions |
| Preconditions | * Sending service provider has the ability to format an official academic transcript in a supported PESC format. * Student has initiated a FERPA compliant request that a transcript be sent to one or more destinations though the sending service provider’s system |
| Basic Course of Events | A numbered list of interactions between the system and one or more users   1. The student accesses the sending service provider’s portal and initiates a request to send an official transcript to one or more destinations. 2. The service provider presents a listing of destinations, with costs and estimated time to delivery for each. 3. The student approves the request to send transcripts after confirming the method and cost of delivery for one or more destinations. 4. The service provider system determines the correct service destination, file format and protocol of transmission for each destination and processes the delivery of the transcript electronically. 5. For each transcript transaction, the sending service provider opens a connection to the correct recipient service provider and delivers the transactions for only those destinations supported by that service provider’s network and that honor the student’s preferences for costs and time to delivery. 6. The service provider will provide tracking information and confirmation of transcript delivery for each electronic destination. |
| Alternative Paths | Conditions under which the basic course of events (above) could change   1. If no electronic delivery destinations are found for a given recipient, the service provider will handle the processing of the transaction offline, or the provider will not allow for the initial request for delivery altogether (implies prior knowledge of electronically enabled destinations). 2. If approval is required, per FERPA, prior to the release of the record, the service provider will handle the collection of any and all school official (registrar), parental, or other approvals. 3. If any errors occur during transmission of transcripts, the service provider will record the errors and handle responses to the connected systems gracefully. |
| Postconditions | Electronic transcripts are confirmed as received by recipient institutions and all users involved in the transmission and approval of the records have tracking information and confirmation of receipt. |
| Related Documentation | Refer to transcript exchange workflow diagrams attached, provided by ConnectEDU. |

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| **Name** | **UC-2: College Application Transmission (From Student to Service Provider acting on behalf of Receiving Institution)** |
| Summary | This use case involves the transmission of completed college applications by a student user of a college-planning portal to one or more destinations. Each service provider in this example may represent application handling services for one or more college recipients. Examples include the Common Application, Universal Application, ApplyTexas, or university systems that represent multiple campuses. |
| Rationale | Automated application exchange between service providers acting on behalf of multiple senders and recipients will make up the bulk of transactions for these PESC file formats. |
| Users | Student, College Admissions, State or University System |
| Preconditions | * Sending service provider has the ability to format an official academic transcript in a supported PESC format. * Multiple recipient institutions are already registered with the receiving service provider and have specified their preferred file formats and required attachments. * The student has completed a college application in the college planning platform and has provided all required data elements and mandatory attachments for each college application on their college list. |
| Basic Course of Events | A numbered list of interactions between the system and one or more users   1. The student initiates the sending of completed application package to one or more colleges as indicated on their college list. 2. The service provider presents a listing of destinations, with costs and estimated time to delivery for each (note: costs for college applications and any surcharges are optional and to be specified by the recipient colleges). 3. The student approves the request to send applications after confirming the method and cost of delivery for one or more destinations. 4. The service provider system determines the correct service destination, file format and protocol of transmission for each destination and processes the delivery of the application package electronically. 5. For each application transaction, the sending service provider opens a connection to the correct recipient service provider and delivers the transactions for only those destinations supported by that service provider’s network and that honor the student’s preferences for costs and time to delivery. 6. The service provider will provide tracking information and confirmation of application package delivery for each electronic destination. |
| Alternative Paths | Conditions under which the basic course of events (above) could change   1. If no electronic delivery destinations are found for a given recipient, the service provider will handle the processing of the transaction offline, or the provider will not allow for the initial request for delivery altogether (implies prior knowledge of electronically enabled destinations). 2. If approval is required, per FERPA, prior to the release of the record, the service provider will handle the collection of any and all school official (registrar), parental, or other approvals. 3. If any errors occur during transmission of application packages, the service provider will record the errors and handle responses to the connected systems gracefully. |
| Postconditions | Electronic application packages are confirmed as received by recipient institutions and all users involved in the transmission and approval of the applications have tracking information and confirmation of receipt. |
| Related Documentation | N/A |

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| **Name** | **UC-3: Electronic Portfolio Exchange Between Multiple States** |
| Summary | Brief description of the use case |
| Rationale |  |
| Users | A list of all user roles that interact with this use case |
| Preconditions | The state of the software before the use case begins |
| Basic Course of Events | A numbered list of interactions between the system and one or more users   1. The user… 2. The software… 3. … 4. … |
| Alternative Paths | Conditions under which the basic course of events (above) could change   1. If…, then… 2. … 3. … |
| Postconditions | The state of the software after the use case ends |
| Related Documentation | Reference to any documentation relevant to understanding this use case (e.g. mock-ups, screenshots, personas, contractual line items etc.). |

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| **Name** | **UC-4: Employment Application Transmission from Job Seeker to Company through Job Search Portal** |
| Summary | Brief description of the use case |
| Rationale |  |
| Users | A list of all user roles that interact with this use case |
| Preconditions | The state of the software before the use case begins |
| Basic Course of Events | A numbered list of interactions between the system and one or more users   1. The user… 2. The software… 3. … 4. … |
| Alternative Paths | Conditions under which the basic course of events (above) could change   1. If…, then… 2. … 3. … |
| Postconditions | The state of the software after the use case ends |
| Related Documentation | Reference to any documentation relevant to understanding this use case (e.g. mock-ups, screenshots, personas, contractual line items etc.). |

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| **Name** | **UC-5: Scholarship Application from Student to Scholarship Agency through Financial Aid Portal** |
| Summary | Brief description of the use case |
| Rationale |  |
| Users | A list of all user roles that interact with this use case |
| Preconditions | The state of the software before the use case begins |
| Basic Course of Events | A numbered list of interactions between the system and one or more users   1. The user… 2. The software… 3. … 4. … |
| Alternative Paths | Conditions under which the basic course of events (above) could change   1. If…, then… 2. … 3. … |
| Postconditions | The state of the software after the use case ends |
| Related Documentation | Reference to any documentation relevant to understanding this use case (e.g. mock-ups, screenshots, personas, contractual line items etc.). |