**User Stories- PennWest Financial Aid Veteran’s Database**

**Scenario**: A database for the financial aid department to use for students that are accessing VA benefits.

**Persona:** Employee in the financial aid department at PennWest

**Stories:**

* As a member of the financial aid department, I want the ability to schedule automated emails to students so that we don’t have to spend so much time contacting each student individually, while also efficiently communicating with the students and making sure they are informed quickly of what they still need to accomplish. This should occur bi-weekly after the application for the aid becomes available.
  + **Acceptance Criteria:**
    - Given that I have accessed the database, I should be able to access and store email templates
    - Given that I have accessed the database, I should be able to select student parameters regarding the students aid and certification status
    - Given that I have accessed the aid and certification status, I should be able to schedule different emails to automatically send given search parameters.
    - Given that I have scheduled and email, I should be able to view and manage
    - Given that I have scheduled and email, I should be able to cancel or edit any and all scheduled emails.
    - Given that an email has been sent, only the information should of the student in question should be sent.
    - Given that an email has been sent, a copy will be sent to the Financial Aid department email address.
* As a member of the financial aid department, I want the ability to access a report that shows all students who have not certified on the VA website for the current semester so that we can make sure all students are accessing the aid that they are entitled to.
  + **Acceptance Criteria:**
    - Given that I have accessed the database, I should be able to access reporting options
    - Given that I have accessed the reporting options, I should be able to generate a report that shows which students have certified for the current semester on the VA website, including their names, student IDs, and contact information.
    - Given that I have accessed the reporting options, I should be able to schedule emails to the chosen students.
* As a member of the financial aid department, I want the ability to access a report that shows all students who have less than two months left of aid so that we can alert them to a change in their aid status for next semester.
  + **Acceptance Criteria:**
    - Given that I have accessed the database, I should be able to access reporting options
    - Given that I have accessed reporting options, I should be able to filter active students that have less than 2 months, or 60 days, of benefits left.
    - Given that I have accessed reporting options, I should be able to filter using customizable options if needed.
    - Given that I have accessed reporting options, I should be able to send an automated email to the students that meet the filter criteria.
    - Given that I have accessed reporting options, I should be able to send different levels of alerts to students depending on how much time they have remaining.

**(Until meeting with people in charge of University IT, we are unable to be more specific about integration with existing systems and databases + security)**