**Slate Statuses and Terms**

***Inquiry Status (Not Visited)***

**DROP** (Drop) – student dropped, no longer interested in Luther

**DRMA** (Drop Mail) – student dropped because of bad address, no new address information

**DRPH** (Drop Phone) – student dropped because of information obtained from student caller conversation

**LOW** (Low) – student indicated little interest in Luther OR student has low ACT/SAT score

**IQ1** (Search Source) – inquiry from search source OR weak source

**IQ2** (High Interest Source) – inquiry from strong source (including high school visits, fairs, referrals, etc)

**IQ3** (First Contact) – students with whom we have had one significant contact after initial inquiry

**IQ4** (Second Contact) – students with whom we have had a second significant contact after initial inquiry

**IQCL** (Counselor Lead) –Coaches, music directors, other counselors, etc. will often use this status to alert the specific admissions rep. about potentially high prospect students

**IQCH** (Counselor High) – This is the counselor’s “hot prospect” list - only the admissions counselor should use this status

***Inquiry Status (Visited)***

**IQVS** (Visit Scheduled) – student has made arrangements for visit

**IQVI** (Visited) – student has completed visit, but counselor has not yet determined level of interest

**IQVL** (Visited-Low) – after visit, counselor has determined a low level of interest

**IQVM** (Visited-Medium) – after visit, counselor has determined a medium level of interest

**IQVH** (Visited-High) – after visit, counselor has determined a high level of interest

**IQVU** (Visited-Unreachable) – after visit, counselor has been unable to reach to determine level of interest

***Decision***

**Accepted** **(ACC)** – student meets criteria and is accepted for admission

**Cancel Application (CAN)** – student decided not to attend Luther before application file was completed

**Committee (COM)** – student does not meet admissions requirements; file is given to committee for review

**Committee More Information (CMI)** – after review by the committee, the committee has requested additional information

**Counselor Hold** **(CHD)** – used by counselor to delay a ready file if more information would be helpful for the committee. This status is used prior to a file going to committee

**Deferred** – student has been accepted (and may or may not have deposited) and has asked to defer his/her admission to Luther

**Denied** **(DN)** – student does not meet criteria and is denied admission

**Deposited (DT)** – student has paid non-refundable enrollment deposit

**Deposit Pending** – student has indicated that enrollment deposit is on the way

**Moved to Student** – this status makes them a student on the registrar’s side, and must be done in order for the student to be eligible to register for classes (students are moved to this status one week before their registration date)

**Paid Drop** – student has decided not to attend Luther after paying enrollment deposit

**Refused Offer (RO)** – after being accepted for admission, student has decided not to attend Luther

**Withdrawn from LC** – student has decided not to attend Luther after first day of classes

***Person Status***

**Applicant** – Student has submitted the application for admission

**Pre-Applicant** – Student has started the application, but not yet submitted

**Inquiry** – Student has shown some level of interest in Luther College and is being actively recruited by the Admissions Office

**Prospect** – Student’s name was purchased or received by the Admissions Office, but the student is not yet being actively recruited

***Applicant Status***

**Awaiting Submission –** student has started the application, but has not yet clicked the “Submit” button

**Awaiting Materials** – student has submitted their application, but is still missing items that will complete the application (transcript, educator’s reference, etc.)

**Awaiting Decision** – student has submitted the application and all necessary materials and the file is ready to be reviewed

**Decided** – an admissions decision has been made for this student

***Frequently Used Terms***

**Alumni Child –** student’s parent graduated from Luther College

**CEEB Code** – a specific numerical code that identifies a high school or college

**Deliver** – this refers to the Slate tab where all email campaigns are housed

**Export** – a specific piece of information that will be displayed in a query report (these will be the column headings in your queries)

**Filter** – the criteria used to select a specific group when running a query

**Interaction** – any contact that is made between a recruiter at Luther and a prospective student (these used to be referred to as “Remarks” in Datatel

**Material** – an application item such as a high school transcript, educator’s reference, or ACT score

**Query** – a report that can be generated showing groups of students, organizations, interactions, or events that meet specified criteria

**Student Type** – Freshman or Transfer