

Implementing workflows case study

University “A” intends to implement an automated student application review and notification system.

When a student applies for admission, the application record is automatically received by the University Student Services Officer (USSO). The USSO then needs to pass the application to the Faculty for assessment, and change the application status on the corresponding record. The application is received within the Faculty by the Faculty Student Services Officer (FSSO). Based on the outcome of the assessment, the FSSO changes the application status in the corresponding student’s record to either “Offer a place (Accepted)” or “Rejected”. This information is sent to the USSO who subsequently notifies the student of the decision.

30 days after the decision to offer a place to a student, a reminder email is sent, requesting him to register for subjects in the coming semester.

Solution preliminaries:

- We define a “Student” object that has amongst other fields the “Application Status” field
- When a new student application is created, the “Application Status” field is set by default to “New Application”
- When the USSO (University Student Services Officer) receives a student application, it needs to pass it to the Faculty Student Services Officer (FSSO). The USSO needs to change the “Application Status” field on the corresponding student record to “Being Processed – With the FSSO”
- Based on the outcome of the assessment process, the FSSO changes the “Application Status” on the corresponding student’s record to either “Offer a place (Accepted)” or “Rejected”. This information needs to be sent to the USSO who subsequently notifies the students’ of the decision.
- 30 days after the decision to offer a place to a student, a reminder email, requesting them to register for subjects in the coming semester is sent.