

Salesforce Student Admission Management System

Problem Statement:

Many colleges and universities still rely on manual processes, paper forms, and spreadsheets to manage admissions. These methods lead to inefficiencies, errors, and delays in the admission lifecycle. Applicants lack transparency and real-time updates, while admission officers struggle with high volumes, manual evaluations, and fragmented tracking of applications, enrollments, and fees.

Administrators also face challenges with limited analytics, making it hard to forecast trends or optimize resources. Legacy solutions often fail to provide the customization and unified experience institutions need.

This project addresses these issues by offering a cloud-based, automated platform that streamlines applications, supports structured decision workflows, automates enrollment tracking, and delivers actionable insights through reports and dashboards.

Phase 1 (Problem Understanding & Industry Analysis):

Problem Understanding & Industry Analysis

- **Requirement Gathering**
Collected requirements from the perspective of a university admissions team: online student application, review workflow, enrollment tracking, and reporting needs.
- **Stakeholder Analysis**
Identified stakeholders such as Admission Officers, Faculty Reviewers, Students/Applicants, and Administrators, along with their roles and expectations in the admission lifecycle.
- **Business Process Mapping**
Mapped the end-to-end admission process starting from student application submission → review & evaluation → decision publishing → enrollment confirmation.
- **Industry-specific Use Case Analysis**
Researched admission challenges faced by educational institutions: high application volumes, manual data entry, lack of real-time tracking, and reporting inefficiencies.

Phase 2 (Org Setup & Configuration):

In this phase, the Salesforce Developer Org was configured to align with the requirements of the Student Admission Management System. Key configuration activities included:

- **Salesforce Edition Selection**

A Salesforce **Developer Edition** was used to build and test the project, as it provides core CRM features, customization, and LWC development capabilities at no cost.

- **Company Profile Setup**

The company profile was configured with institution details such as **College/University name, locale, time zone, currency, and default language**, ensuring consistency across records.

The screenshot shows the Salesforce Setup interface for 'Company Information'. The left sidebar contains a search bar with 'company' and a list of settings: Company Settings (expanded), Business Hours, Calendar Settings, Public Calendars and Resources, Company Information (selected), Data Protection and Privacy, Fiscal Year, Holidays, Language Settings, and My Domain. Below the sidebar is a search prompt: 'Didn't find what you're looking for? Try using Global Search.' The main content area is titled 'SETUP Company Information' and shows 'Company Information VIT-AP University'. It includes a 'Help for this Page' link and a summary of the organization's profile. Below this are links for 'User Licenses (10)', 'Permission Set Licenses (10)', 'Feature Licenses (11)', and 'Usage-based Entitlements (10)'. The 'Organization Detail' section is expanded, showing a table of settings with an 'Edit' button. The table includes fields for Organization Name, Primary Contact, Division, Address, Fiscal Year Starts In, Activate Multiple Currencies, Enable Data Translation, Newsletter, Admin Newsletter, Hide Notices About System Maintenance, Hide Notices About System Downtime, Locale Formats, Phone, Fax, Default Locale, Default Language, Default Time Zone, Currency Locale, Used Data Space, Used File Space, API Requests, Streaming API Events, Restricted Logins, Salesforce.com Organization ID, Organization Edition, and Instance. At the bottom, it shows 'Created By: OrgFarm EPIC, 9/9/2025, 2:04 PM' and 'Modified By: OrgFarm EPIC, 9/12/2025, 2:11 AM' with an 'Edit' button.

Organization Detail	
Organization Name	VIT-AP University
Primary Contact	OrgFarm EPIC
Division	
Address	United States
Fiscal Year Starts In	January
Activate Multiple Currencies	<input type="checkbox"/>
Enable Data Translation	<input type="checkbox"/>
Newsletter	<input checked="" type="checkbox"/>
Admin Newsletter	<input checked="" type="checkbox"/>
Hide Notices About System Maintenance	<input type="checkbox"/>
Hide Notices About System Downtime	<input type="checkbox"/>
Locale Formats	ICU
Phone	
Fax	
Default Locale	English (United States)
Default Language	English
Default Time Zone	(GMT-07:00) Pacific Daylight Time (America/Los_Angeles)
Currency Locale	English (United States) - USD
Used Data Space	486 KB (9%) [View]
Used File Space	3.2 MB (16%) [View]
API Requests, Last 24 Hours	0 (15,000 max)
Streaming API Events, Last 24 Hours	0 (10,000 max)
Restricted Logins, Current Month	0 (0 max)
Salesforce.com Organization ID	00DgL00000BGZ9x
Organization Edition	Developer Edition
Instance	CAN96

Created By: OrgFarm EPIC, 9/9/2025, 2:04 PM Modified By: OrgFarm EPIC, 9/12/2025, 2:11 AM

- **Business Hours & Holidays**

Defined admission office working hours (9 to 5 and no working hours on sundays) and academic holidays can also be included to be used in workflows (like application submission SLAs or automated responses)

Organization Business Hours

Select the days and hours that your support team is available. These hours, when associated with escalation rules, determine the time your support team is available. If you enter blank business hours for a day, that means your organization does not operate on that day.

Holidays

Business Hours Detail

Business Hours Name

Default

Business Hours

No Hours

9:00 AM to 5:00 PM

9:00 AM to 5:00 PM

9:00 AM to 5:00 PM

9:00 AM to 5:00 PM

9:00 AM to 5:00 PM

9:00 AM to 5:00 PM

Active

Created By

OrgFarm EPIC

9/9/2025, 2:04 PM

Fiscal Year Settings

Configured fiscal year settings to align with the **academic calendar** for reporting admission data semester/annual basis.

Setup

Organization Fiscal Year Edit: VIT-AP University

To specify the fiscal year type for your organization, choose one of the options below.

Standard Fiscal Year

Custom Fiscal Year

Fiscal Year Information

Your organization can change the fiscal year start month, and specify whether the fiscal year starts in March 2025 or 2026.

Changing the fiscal year shifts fiscal periods and impacts opportunities a month will erase existing forecast adjustments and quotas. Consider exp

Change Fiscal Year Period

Name

VIT-AP University

Fiscal Year Start Month

January

Fiscal Year is Based On

The ending month

The starting month

User Setup & Licenses

- Me (Mallela Sri Vaishnavi) → Admissions Director → Full access
- Simran Sahu (Admissions Manager) → Salesforce License
- Venkat Ram (Admissions Officer) → Salesforce License

Active Users

On this page you can create, view, and manage users.

To get more licenses, use the Your Account app. [Let's Go](#)

View: [Active Users](#) [Edit](#) [Create New View](#)

Action	Full Name	Alias	Username	Role
<input type="checkbox"/> Edit	Chatter Expert	Chatter	chatty_00d0l00000b0z9xuah.r8xeixnflumf@chatter.salesforce.com	
<input type="checkbox"/> Edit	EPIC_OrgFarm	OEPIE	epic.37e269dcab10@orgfarm.salesforce.com	
<input checked="" type="checkbox"/> Edit	Ram_Venkat	Ram	venkat.admissions@test.com	Admissions Officer
<input checked="" type="checkbox"/> Edit	Sahu_Simran	simmy	simran.admissions@test.com	Admissions Manager
<input checked="" type="checkbox"/> Edit	Sri Vaishnavi, Mallela	sri	srivaishnavimallela24213@agentforce.com	Admissions Director
<input type="checkbox"/> Edit	User_Integration	inteq	integration@00d0l00000b0z9xuah.com	
<input type="checkbox"/> Edit	User_Security	sec	insightssecurity@00d0l00000b0z9xuah.com	

Profiles & Roles

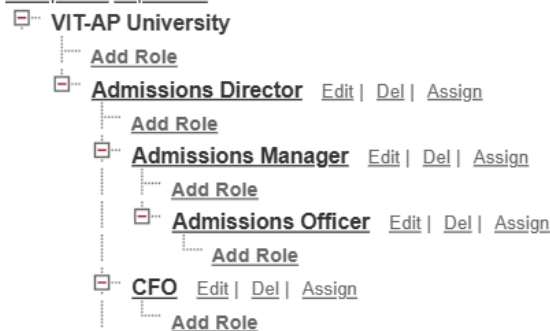
Configured **custom profiles** (e.g., Admission Officer, Student Counselor) and **role hierarchy** (University → Admissions Director → Admission Manager → Admission Officer) to reflect the institution's structure.

Creating the Role Hierarchy

You can build on the existing role hierarchy shown on this page.

Your Organization's Role Hierarchy

[Collapse All](#) [Expand All](#)



Permission Sets

- Permission Sets provide extra access without changing user profiles.

Permission Sets

On this page you can create, view, and manage permission sets.


[Created by me.](#) [Edit](#) | [Delete](#) | [Create New View](#)

<input type="checkbox"/> Action	Permission Set Name ↑	Description
<input type="checkbox"/> Del Clone	Admissions Admin Access	Full access to admission records and settings
<input type="checkbox"/> Del Clone	Admissions Manager Access	Manage applications and reports
<input type="checkbox"/> Del Clone	Admissions Officer Access	Create and process applications
<input type="checkbox"/> Del Clone	Application Decision Override	Allow selected users to edit decision fields on Student Application
<input type="checkbox"/> Del Clone	Enrollment Management Access	Allows editing enrollment status and fee tracking for Enrolled Students
<input type="checkbox"/> Del Clone	Reports & Dashboards Access	Allows running reports and viewing dashboards

Organization-Wide Defaults (OWD)

Set baseline record-level security:

- Student Applications → **Private** (only owners & managers can see)
- Courses → **Private** (since they're institution-wide)
- Enrolled Students → **Private** (sensitive student details)


<div>  <div> <div>SETUP</div> <div>Sharing Settings</div> </div> </div>			
Academic Record	Public Read/Write	Private	<input checked="" type="checkbox"/>
Course	Public Read/Write	Private	<input checked="" type="checkbox"/>
Enrolled Student	Public Read/Write	Private	<input checked="" type="checkbox"/>
Enrollment Course	Public Read/Write	Private	<input checked="" type="checkbox"/>
Program	Public Read/Write	Private	<input checked="" type="checkbox"/>
Student Application	Public Read/Write	Private	<input checked="" type="checkbox"/>

Login Access Policies

- Enabled Administrators can Log in as Any User.
- Allows Admin to test features as Admin (Director), Manager, Officer.

Login Access Policies

Control which support organizations your users can grant login access to.

 Changes Saved

Manage Support Options

Save

Cancel

Setting	Enabled
Administrators Can Log in as Any User	<input checked="" type="checkbox"/>

- **Dev Org Setup**

Installed Salesforce CLI and linked VS Code to the Dev Org for **metadata deployment and retrieval**.

```

PROBLEMS  OUTPUT  DEBUG CONSOLE  TERMINAL  PORTS  HISTORY
PS C:\Users\HP\OneDrive\Desktop\Salesforce crm\StudentAdmissionCRM> sfdx force:org:list

```

	Alias	Username	Org Id	Status
	MySandbox	srivaishnavimallela24213@agentforce.com	00DgL00000BGZ9xUAH	Connected

- **Deployment Basics**


Learned deployment methods:

- **Change Sets** (Admin way)
- **SFDX CLI & GitHub** (Developer way, used in this project)

Phase 3 (Data Modelling & Relationships):

Standard & Custom Objects:

- **Standard objects:** User, Contact for student contacts and admission officers.
- **Custom objects:**
 - Student_Application__c – stores student application details (name, DOB, email, GPA, program applied)
 - Enrolled_Student__c – tracks enrolled students and links to Student Application
 - Course__c – stores available courses
 - Enrollment_Course__c – junction object linking students to courses
 - Program__c – stores programs offered by the institution
 - Academic_Records__c – stores student grades and transcripts

<div> SETUP Object Manager 2 Items, Sorted by Label</div> <div><input type="text" value="stude"/> Schema Builder Create ▼</div>						
LABEL	▲	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Enrolled Student		Enrolled_Student__c	Custom Object		9/17/2025	✓ <div>▼</div>
Student Application		Student_Application__c	Custom Object		9/12/2025	✓ <div>▼</div>

LABEL	▲	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Course		Course__c	Custom Object		9/13/2025	✓ <div>▼</div>
Enrollment Course		Enrollment_Course__c	Custom Object		9/13/2025	✓ <div>▼</div>

LABEL	▲	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Program		Program__c	Custom Object		9/17/2025	✓ <div>▼</div>

LABEL	▲	API NAME	TYPE	DESCRIPTION	LAST MODIFIED	DEPLOYED
Academic Record		Academic_Record__c	Custom Object		9/13/2025	✓ <div>▼</div>

Fields:

- Defined fields for each object using appropriate data types as follows:

Student_Application__c:

Fields & Relationships 17 Items, Sorted by Field Label		
FIELD LABEL	FIELD NAME	DATA TYPE
Admission Officer	Admission_Officer__c	Lookup(User)
Applicant First Name	Applicant_First_Name__c	Text(80)
Applicant Full Name	Applicant_Full_Name__c	Formula (Text)
Applicant Last Name	Applicant_Last_Name__c	Text(80)
Application Number	Name	Auto Number
Created By	CreatedById	Lookup(User)
Date of Birth	Date_of_Birth__c	Date
Decision Comments	Decision_Comments__c	Long Text Area(32000)
Email	Email__c	Email
High School GPA	High_School_GPA__c	Number(3, 2)
Last Modified By	LastModifiedById	Lookup(User)
Notes	Notes__c	Long Text Area(32768)
Owner	OwnerId	Lookup(User,Group)
Phone	Phone__c	Phone
Program	Program__c	Lookup(Program)
Status	Status__c	Picklist
Submitted Date	Submitted_Date__c	Date/Time

Enrolled__Student__c:

Fields & Relationships 12 Items, Sorted by Field Label		
FIELD LABEL	FIELD NAME	DATA TYPE
Application	Application__c	Lookup(Student Application)
Created By	CreatedById	Lookup(User)
End Date	End_Date__c	Date
Enrollment Number	Name	Auto Number
Enrollment Status	Enrollment_Status__c	Picklist
Fees Paid	Fees_Paid__c	Currency(16, 2)
Last Modified By	LastModifiedById	Lookup(User)
Name	Name__c	Text(30)
Owner	OwnerId	Lookup(User,Group)
Payment Status	Payment_Status__c	Picklist
Start Date	Start_Date__c	Date
Student Contact	Student_Contact__c	Lookup(Contact)

Course__c:

Fields & Relationships

8 Items, Sorted by Field Label

FIELD LABEL	FIELD NAME	DATA TYPE
Course Code	Course_Code__c	Text(20)
Course Name	Name	Text(80)
Created By	CreatedById	Lookup(User)
Credits	Credits__c	Number(2, 0)
Current Student Count	Current_Student_Count__c	Number(18, 0)
Last Modified By	LastModifiedById	Lookup(User)
Owner	OwnerId	Lookup(User,Group)
Program	Program__c	Lookup(Program)

Program__c:

Fields & Relationships

10 Items, Sorted by Field Label

FIELD LABEL	FIELD NAME	DATA TYPE
Active	Active__c	Checkbox
Created By	CreatedById	Lookup(User)
Department	Department__c	Picklist
Description	Description__c	Long Text Area(32768)
Duration (Months)	Duration__c	Number(3, 0)
Last Modified By	LastModifiedById	Lookup(User)
Owner	OwnerId	Lookup(User,Group)
Program Code	Program_Code__c	Text(20)
Program Name	Name	Text(80)
Tuition Fees	Tuition_Fees__c	Currency(16, 2)

Academic_Record__c:

Fields & Relationships

9 Items, Sorted by Field Label

FIELD LABEL	FIELD NAME	DATA TYPE
Academic Record Name	Name	Text(80)
Applicant	Applicant__c	Lookup(Student Application)
Created By	CreatedById	Lookup(User)
Degree	Degree__c	Text(255)
GPA	GPA__c	Number(3, 2)
Institution	Institution__c	Text(255)
Last Modified By	LastModifiedById	Lookup(User)
Owner	OwnerId	Lookup(User,Group)
Year Completed	Year_Completed__c	Number(4, 0)

Record Types & Page Layouts:

- Record types to differentiate program types or application types (optional).
- Customized **page layouts** for each object to show key fields:
 - Student_Application → applicant details, decision picklist, comments, uploaded documents
 - Enrolled_Student → enrollment info, fees, selected courses
 - Home_Page_Default → Home Page layout of my App, consists of rich text, reports, recent records, list view, recent items, quicklinks.
- Compact layouts for mobile and Lightning pages for quick info access

Lightning record page of Student_Application:

Application Details

Applicant First Name	Vikram
Applicant Last Name	Iyer
Email	vikram.iyer@email.com
Program	BEng Mechanical Engineering
Status	Waitlisted
Submitted Date	9/16/2025, 11:00 AM
Decision Comments	Application Decision

Upload Documents

[Upload Files](#) Or drop files

Decision

Decision

Select an Option

Comments

[Submit Decision](#)

Lightning record page of Enrolled_Student:

Enroll Student

Select courses to enroll the student in:

Available Courses

Available

- Business Strategy
- Data Structures
- Financial Management
- Fluid Mechanics
- Operating System
- Thermodynamics

Selected

[Enroll](#)

Enrollment Information

Enrollment Number	ENR-00006	Owner	Mallela Sri Vaishnavi
Application	APP-00006		
Student Contact			
Enrollment Status	Active		
Start Date	7/5/2025		
End Date	5/30/2028		
Fees Paid	\$10,000.00		
Payment Status	Pending		
Name			

Created By: Mallela Sri Vaishnavi, 9/17/2025, 10:27 PM

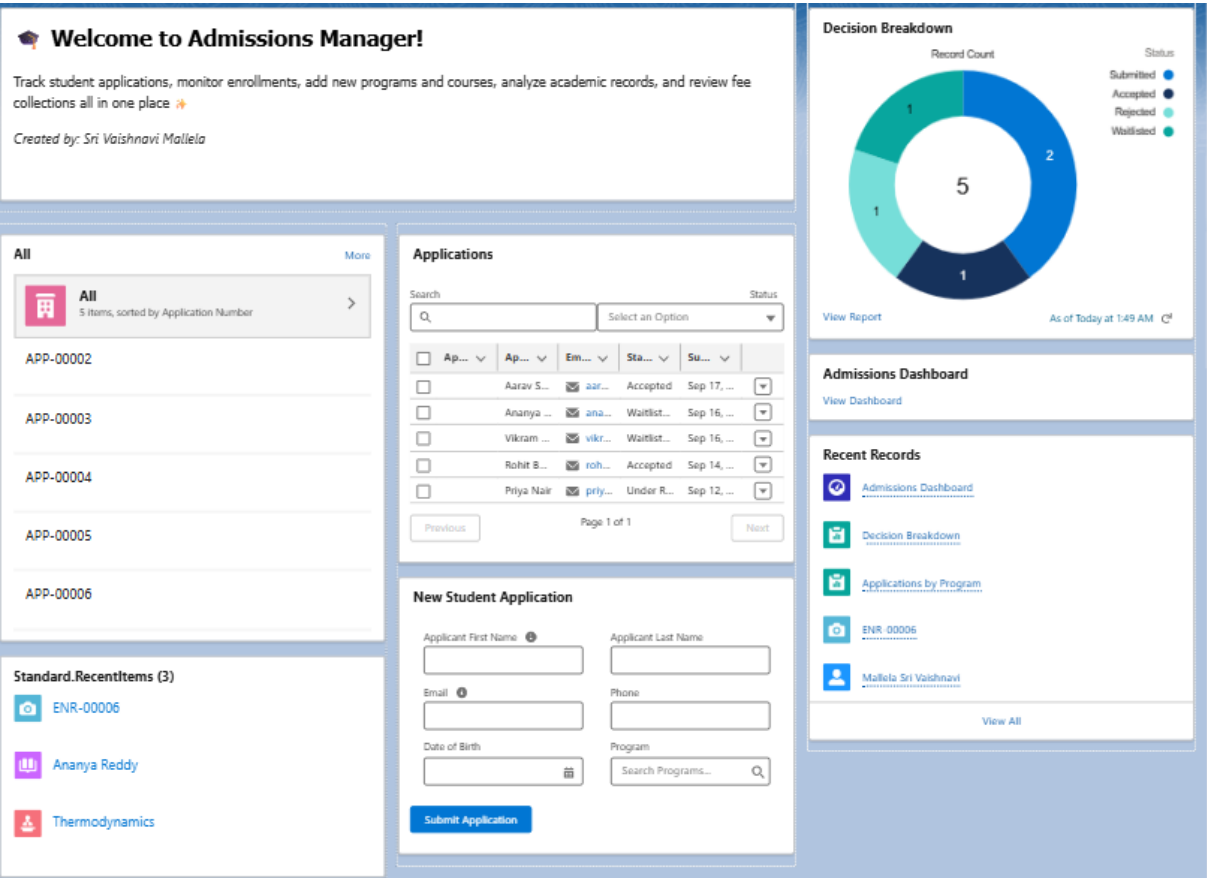
Last Modified By: Mallela Sri Vaishnavi, 9/17/2025, 10:27 PM

Enrollment Courses (3)

- Business Strategy
- Fluid Mechanics
- Thermodynamics

[View All](#)

Lightning record of Home_Page_Default:



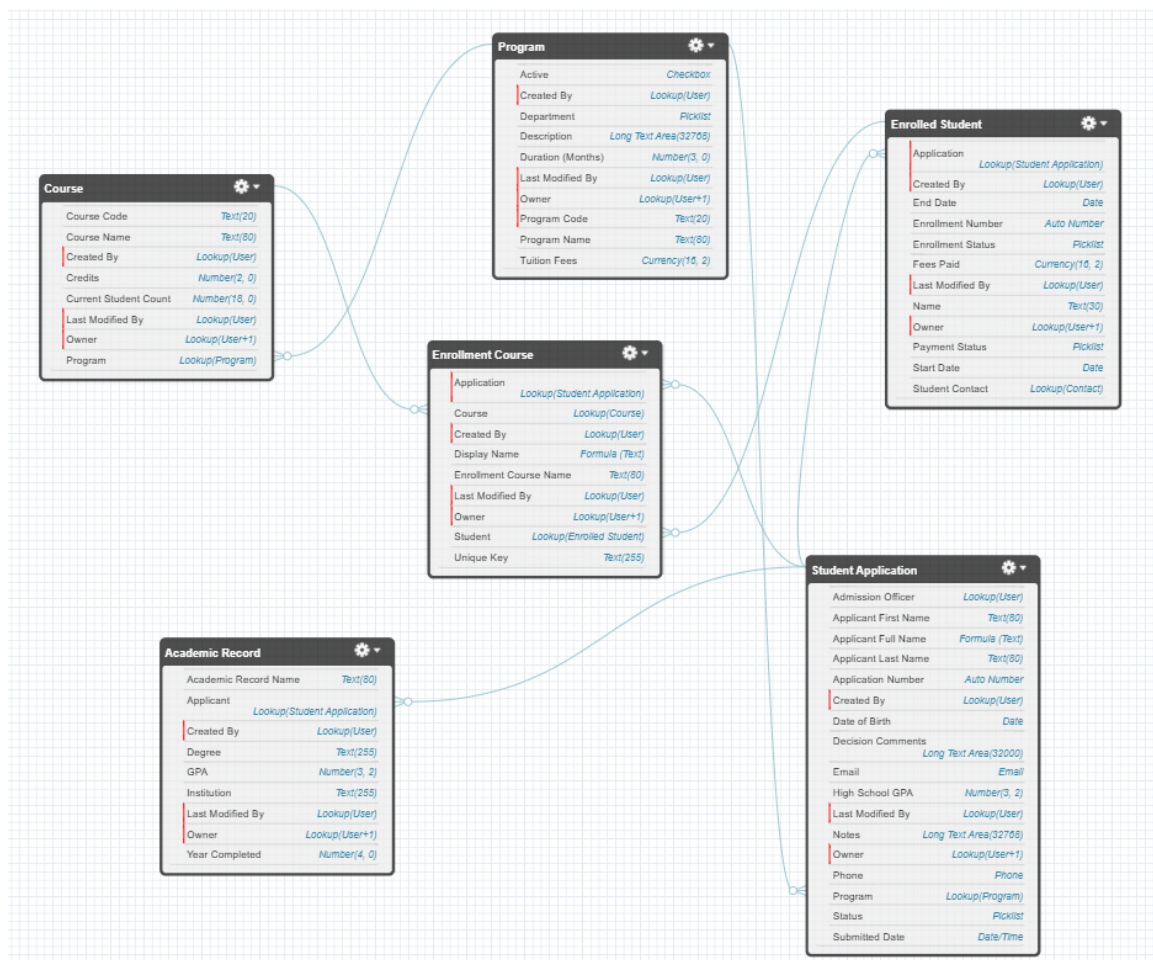
Compact Layout for mobile:

Student Application Compact Layout	
Student Application	
« Back to Student Application	
Compact Layout Detail	
<div>EditCloneDeleteCompact Layout Assignment</div>	
Label	Student Application
API Name	Student_Application
Included Fields	Application Number Applicant First Name Applicant Last Name Applicant Full Name Date of Birth Email Phone High School GPA Program Status
Created By	Mallela Sri Vaishnavi, 9/18/2025, 10:17 PM
<div>EditCloneDeleteCompact Layout Assignment</div>	

Relationships:

- Lookup and Master-Detail relationships:
 - Enrolled_Student__c → Student_Application__c : Lookup (required)
 - Enrollment_Course__c → Enrolled_Student__c : Lookup
 - Enrollment_Course__c → Course__c : Lookup
 - Academic_Records__c → Student__c : Lookup
 - Academic_Records__c → Course__c : Lookup
- Junction Objects:
 - Enrollment_Course__c enables many-to-many tracking between students and courses.

Schema Builder :



Phase 4 (Process Automation (Admin)):

Objective: Automate repetitive administrative tasks in the admission lifecycle to ensure accuracy, save time, and provide a seamless applicant experience.

Validation Rules:

Ensured data quality and consistency in admission workflow.

- Implemented rules in **Student_Application__c**, **Academic_Record__c**, **Enrollment_Course** object:
 1. **Require_Ddecision_Comments_On_Reject** – Prevents rejecting an application unless decision comments are added.
 - Example: If Admission Officer tries to reject without filling **Comments__c**, an error appears.
 2. **Require_Program_When_Accepted** – Forces the officer to select a **Program__c** before marking the application as Accepted.
 - Example: Officer cannot approve without assigning a program.
 3. **Showsubmitteddate** – Ensures **Enrollment_Date__c** is entered before marking the application as Accepted.
 - Example: Students cannot be accepted without enrollment date filled.
 4. **Validate_GPA_Range** – Ensures GPA entered is between **0.0** and **4.0**.
 - Example: Prevents saving record if GPA = 4.5 or GPA = -1.
 5. **EndDate_on_or_after_StartDate** -- Used in **Courses / Programs** to validate date ranges.
 - Example: Prevents creating a course/program with an **End Date** earlier than **Start Date**.

Validation Rules					New
1 Items, Sorted by Rule Name					
RULE NAME	ERROR LOCATION	ERROR MESSAGE	ACTIVE	MODIFIED BY	
Validate GPA Range	GPA	GPA must be between 0.0 and 4.0	✓	Mallela Sri Vaishnavi, 9/13/2025, 3:19 AM	▼

Validation Rules					New
3 Items, Sorted by Rule Name					
RULE NAME	ERROR LOCATION	ERROR MESSAGE	ACTIVE	MODIFIED BY	
Require Decision Comments On Reject	Top of Page	Please add decision comments when rejecting an application.	✓	Mallela Sri Vaishnavi, 9/12/2025, 4:38 AM	▼
Require Program When Accepted	Status	Program must be selected before marking application as Accepted.	✓	Mallela Sri Vaishnavi, 9/15/2025, 1:56 AM	▼
Showsubmitteddate	Top of Page	Enrollment Date must be entered before marking the application as Accepted.	✓	Mallela Sri Vaishnavi, 9/15/2025, 1:58 AM	▼

Validation Rules					New
1 Items, Sorted by Rule Name					
RULE NAME	ERROR LOCATION	ERROR MESSAGE	ACTIVE	MODIFIED BY	
EndDate on or after StartDate	End Date	End Date must be the same as or after Start Date.	✓	Mallela Sri Vaishnavi, 9/12/2025, 11:28 PM	▼


Workflow Rules:

Set Enrollment Status to Confirmed

- **Objective:** Automatically update a student's enrollment status once the admission fee is paid.
- **Object:** Enrolled_Student__c
- **Evaluation Criteria:** Rule runs when a record is created, and every time it's edited to meet the condition.
- **Rule Criteria:**
 - Fee_Paid__c = TRUE

Field Update Action: Enrollment Status Confirmed

- **Action Name:** Enrollment Status Confirmed
- **Field to Update:** Enrollment_Status__c
- **New Value:** Confirmed


Workflow Rules

Workflow Rule

Set Enrollment Confirmed

Help for this Page

Go with the flow! With Flow Builder, the future of low-code automation, you can do everything you do with workflow rules — and more! Salesforce plans to retire workflow rules and recommends building automation in Flow Builder.
[Tell Me More](#)
[Migrate your workflow rules to flows](#)

Workflow Rule Detail

edit

clone

deactivate

Rule Name	Set Enrollment Confirmed	Object	Enrolled Student
Active	✓	Evaluation Criteria	Evaluate the rule when a record is created, and any time it's edited to subsequently meet criteria.
Description			
Rule Criteria	Enrolled Student: Fee Paid NOT EQUAL TO 0		
Created by	Mallela Sri Vaishnavi, 9/19/2025, 12:28 AM	Modified by	Mallela Sri Vaishnavi, 9/19/2025, 12:29 AM

Workflow Actions

edit

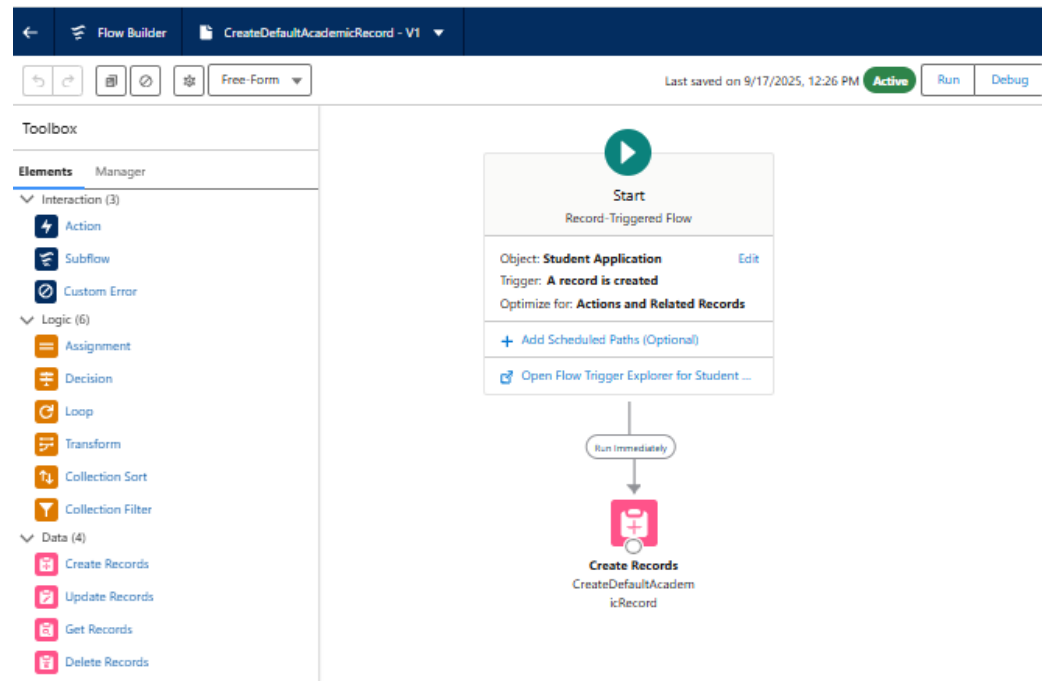
Immediate Workflow Actions

Type	Description
Field Update	Enrollment Status Confirmed

Flow Builder:

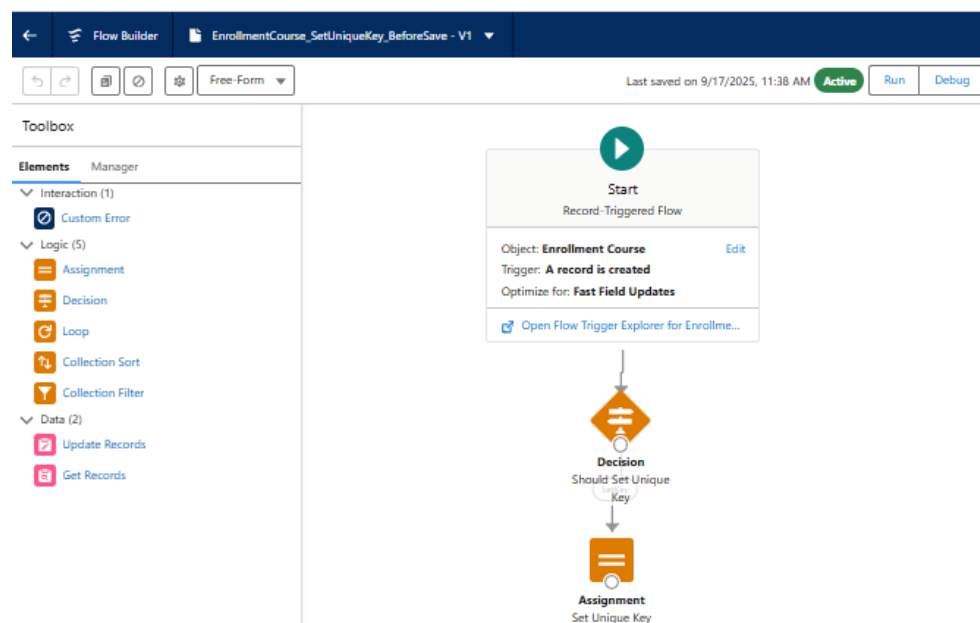
1) CreateDefaultAcademicRecord (Autolaunched Flow)

- Automatically creates a default academic record when a new student application is submitted.



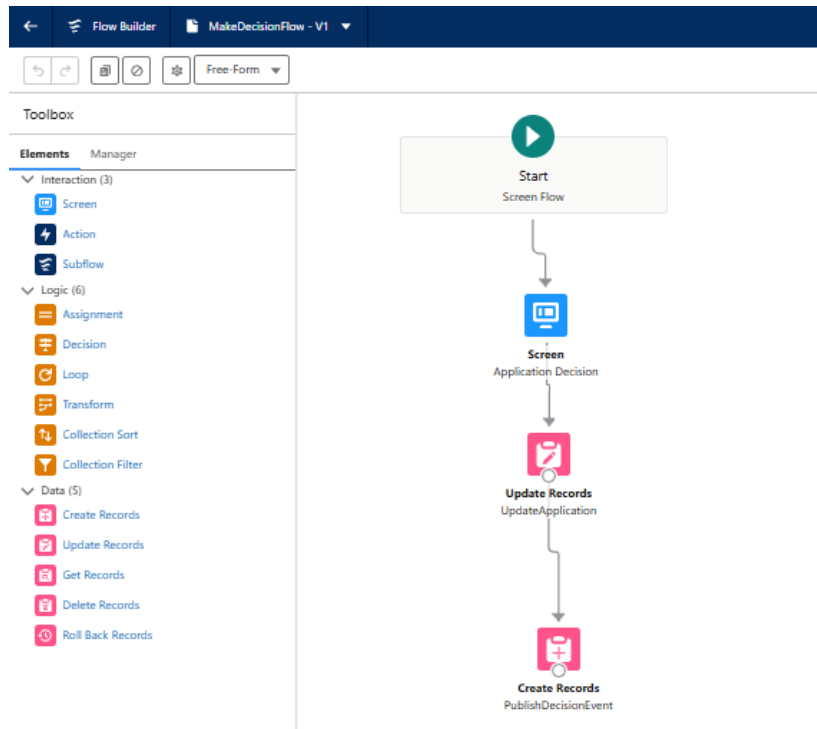
2) EnrollmentCourse_SetUniqueKey_BeforeSave (Autolaunched Flow)

- Generates a unique key for each enrollment-course record before save.
- Ensures data integrity and prevents duplicates.



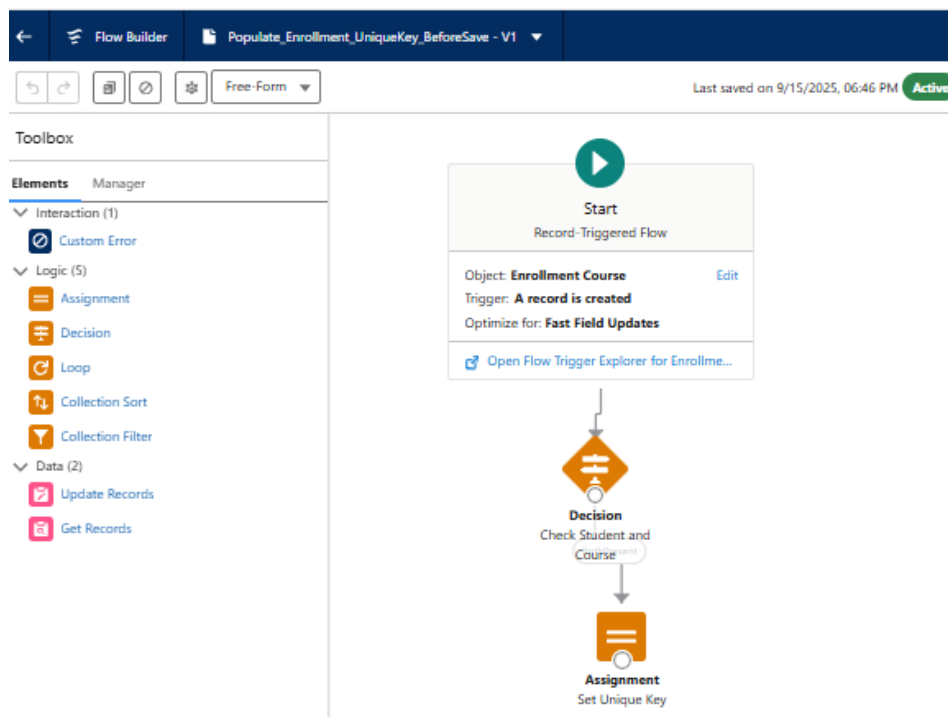
3) MakeDecisionFlow (Screen Flow)

- Guided screen flow for admission officers to mark applications as Accepted, Rejected, or Waitlisted.
- Collects decision comments and updates the record.



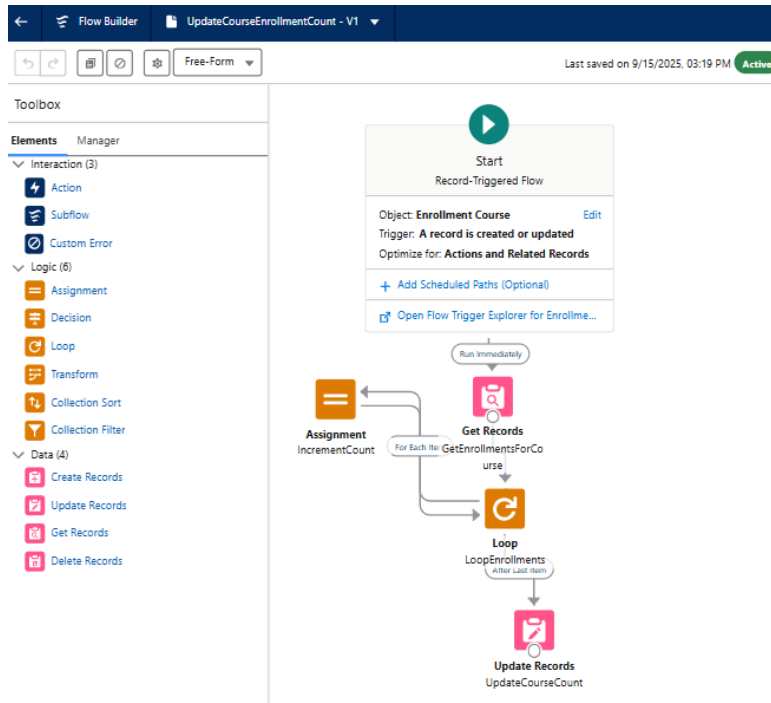
4) Populate_Enrollment_UniqueKey_BeforeSave (Autolaunched Flow)

- Populates a unique identifier on enrollment records at save time.



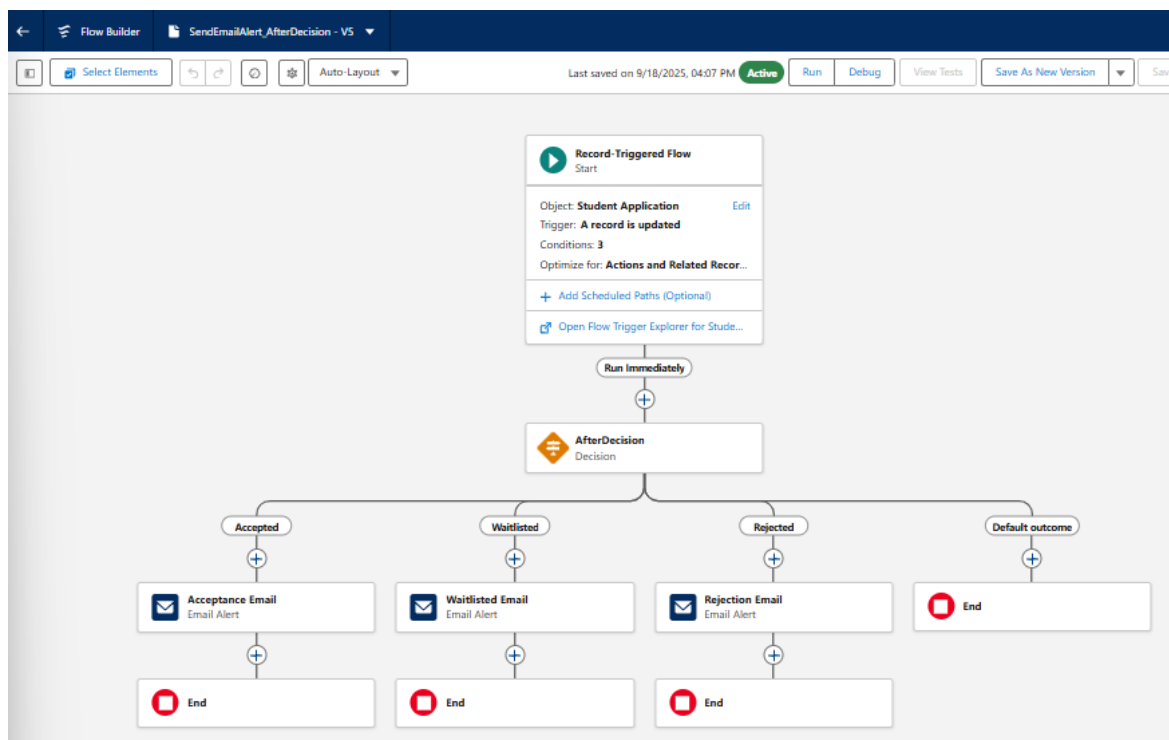
5) UpdateCourseEnrollmentCount (Autolaunched Flow)

- Updates the number of enrolled students whenever enrollment changes.
- Useful for reporting and capacity management.



6) SendEmailAlert_AfterDecision (Autolaunched Flow)

- Sends an **acceptance** / **rejection** / **waitlist** email to applicants after a decision is made.



Email Templates in Project:

To ensure timely and consistent communication with applicants, **Email Templates** were configured and connected to Flows/Email Alerts.

All Email Alerts

Email alerts are used to send emails from a flow or other automation.

View: All Email Alerts Create New View

New Email Alert				
Action	Description ↑	Email Template Name	Object	Last Modified Date
Edit Del	Alert: send acceptance email to applicant	Admission Acceptance Notification	Student Application	9/18/2025
Edit Del	Rejected Student Notification	Admission Rejection Notification	Student Application	9/18/2025
Edit Del	Waitlisted Student Notification	Admission Waitlisted Notification	Student Application	9/18/2025

Implemented Templates

- Admission Acceptance Notification
 - Type: Text
 - Purpose: Sent automatically when an applicant is marked Accepted

Email Template:

Email Template

Send Test and Verify Merge Fields

Subject

Congratulations – You're Accepted!

Plain Text Preview

Dear {Student_Application__c.Applicant_First_Name__c},

Congratulations! We are thrilled to inform you that you have been officially accepted into the {Student_Application__c.Program__c} program. Your hard work, dedication, and achievements have truly set you apart, and we are excited to welcome you into our academic community.

This is a remarkable milestone, and we are confident that you will thrive in this program while making valuable contributions along the way.

Next Steps:
1)Log in to the student portal and complete your enrollment forms.
2)Submit your program fees to secure your seat.

If you have any questions or need assistance, simply reply to this email or reach out to our admissions office—we're here to help.

Warm regards,
Admissions Team
Sri Vaishnavi Mallela

Attachments

Attach File

Action	File Name	Size	Last Modified
Edit Del View	Congratulations Letter.png	1.02MB	9/18/2025, 2:

Email Alert:

Email Alert

Alert: send acceptance email to applicant

[Rules Using This Email Alert \(0\)](#) | [Approval Processes Using This Email Alert \(0\)](#) | [Enrollment Processes Using This Email Alert \(0\)](#)

Email Alert Detail

EditDeleteClone

Description

Alert: send acceptance email to applicant

Email Template

[Admission Acceptance Notification](#)

Unique Name

Alert_send_acceptance_email_to_applicant

Object

Student Application

From Email Address

Current User's email address

Recipients

Additional Emails

[sriVaishnavimallela24@gmail.com](#)

Created by

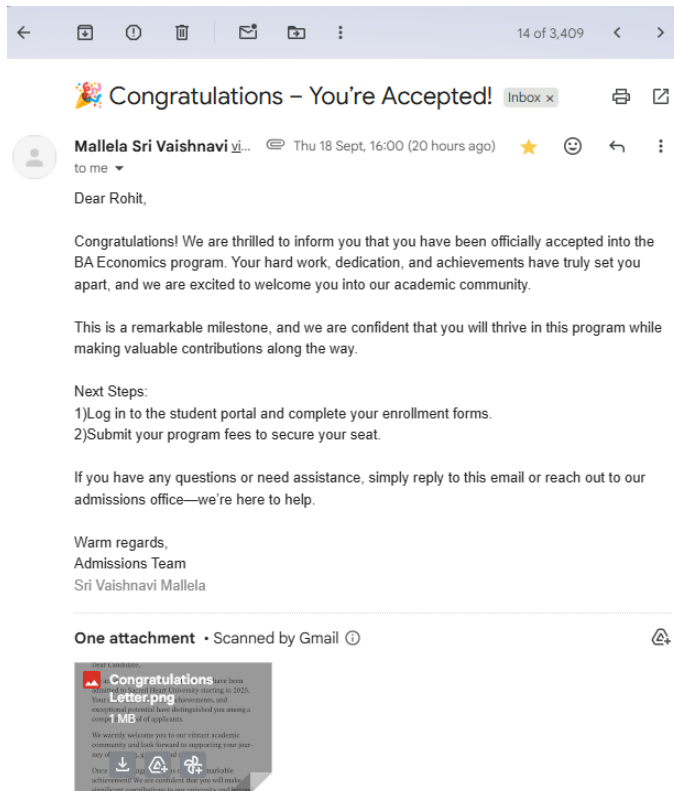
Mallela Sri Vaishnavi, 9/18/2025, 2:24 AM

Modified by

Mallela Sri Vaishnavi, 9/18/2025, 2:24 AM

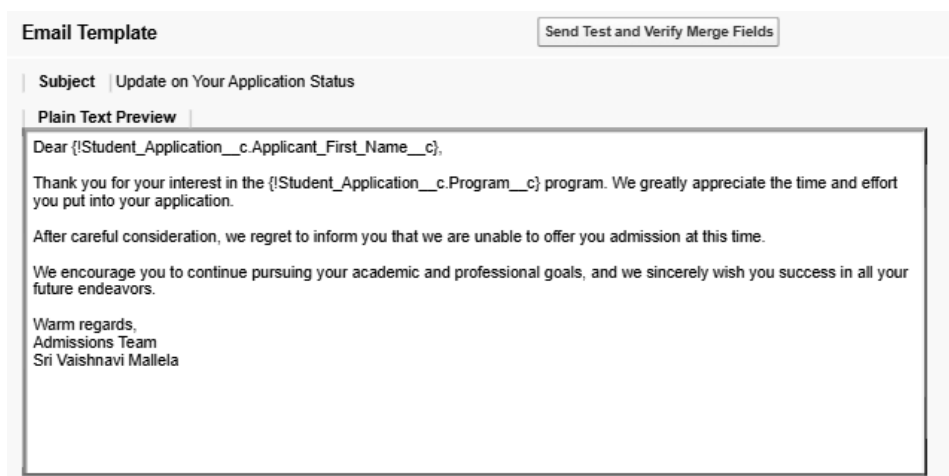
EditDeleteClone

Email Notification:



- **Admission Rejection Notification**
 - **Type:** Text
 - **Purpose:** Sent when an applicant's status changes to **Rejected**.

Email Template:



Email Alert:

Email Alert

Rejected Student Notification

Rules Using This Email Alert [0] | Approval Processes Using This Email Alert [0] | Enrollment Processes Using This Email Alert [0]

Help

Email Alert Detail

EditDeleteClone

Description	Rejected Student Notification	Email Template	Admission Rejection Notification
Unique Name	Rejected_Student_Notification	Object	Student Application
From Email Address	Current User's email address		
Recipients			
Additional Emails	sriVaishnavimallela24@gmail.com		
Created By	Mallela Sri Vaishnavi, 9/18/2025, 2:49 AM	Modified By	Mallela Sri Vaishnavi, 9/18/2025, 2:49 AM

EditDeleteClone

Email Notification:

Update on Your Application Status

Inbox x

PrintLink

Mallela Sri Vaishnavi via 2gp... Thu 18 Sept, 16:12 (20 hours ago)

★😊↩⋮

to me ▼

Dear Vikram,

Thank you for your interest in the BEng Mechanical Engineering program. We greatly appreciate the time and effort you put into your application.

After careful consideration, we regret to inform you that we are unable to offer you admission at this time.

We encourage you to continue pursuing your academic and professional goals, and we sincerely wish you success in all your future endeavors.

Warm regards,
Admissions Team
Sri Vaishnavi Mallela

- Admission Waitlisted Notification
 - Type: Text
 - Purpose: Sent when an applicant is **Waitlisted**, giving transparency to students about their status.

Email Template:

Email Template

Send Test and Verify Merge Fields

Subject

Update on Your Application Status

Plain Text Preview

Dear {!Student_Application__c.Applicant_First_Name__c},

Thank you for applying to the {!Student_Application__c.Program__c} program. After careful review, we would like to inform you that your application is currently on our waitlist.

This means that while your profile is strong, we are awaiting final enrollment confirmations before extending additional offers.

We appreciate your patience and will notify you as soon as an update is available.

If you have any questions, feel free to reach out to our admissions office.

Warm regards,
Admissions Team
Sri Vaishnavi Mallela

Email Alert:

Email Alert

Waitlisted Student Notification

Rules Using This Email Alert (0) | Approval Processes Using This Email Alert (0) | Enrollment Processes Using This Email Alert (0)

Email Alert Detail

edit

delete

clone

Description	Waitlisted Student Notification	Email Template	Admission Waitlisted Notification
Unique Name	Waitlisted_Student_Notification	Object	Student Application
From Email Address	Current User's email address		
Recipients			
Additional Emails	srivaishnavimallela24@gmail.com		
Created by	Mallela Sri Vaishnavi, 9/18/2025, 2:48 AM	Modified by	Mallela Sri Vaishnavi, 9/18/2025, 3:47 AM

edit

delete

clone

Email Notification:

Update on Your Application Status

Inbox x

S

Sri Vaishnavi Mallela <srivaishnavimallel... 12:42 (0 minutes ago) to me

Dear Ananya,

Thank you for applying to the MBA Business Administration program. After careful review, we would like to inform you that your application is currently on our waitlist.

This means that while your profile is strong, we are awaiting final enrollment confirmations before extending additional offers.

We appreciate your patience and will notify you as soon as an update is available.

If you have any questions, feel free to reach out to our admissions office.

Warm regards,
Admissions Team
Sri Vaishnavi Mallela

Field Updates:

- Enrollment Status Confirmed
 - Action Name: Enrollment Status Confirmed
 - Object: Enrolled_Student__c
 - Field to Update: Enrollment_Status__c
 - Operation: Update field value
 - New Value: Completed

Purpose:

- Ensures that once the workflow condition (e.g., Fee Paid = true) is satisfied, the student's enrollment record is automatically updated.
- Reduces manual intervention for the admissions team.



SETUP

Field Updates

Field Update

Enrollment Status Confirmed

Help for this Page

[Rules Using This Field Update \(1\)](#) | [Approval Processes Using This Field Update \(0\)](#) | [Entitlement Processes Using This Field Update \(0\)](#)

Field Update Detail

[Edit](#) [Delete](#)

Name	Enrollment Status Confirmed
Unique Name	Enrollment_Status_Confirmed
Description	
Object	Enrolled Student
Field to Update	Enrolled Student: Enrollment Status
Field Data Type	Picklist
Re-evaluate Workflow Rules after Field Change	<input type="checkbox"/>
New Field Value	Completed

[Edit](#) [Delete](#)

Rules Using This Field Update

[Rules Using This Field Update Help](#) ?

Action	Rule Name	Description	Object	Active
Edit Del Deactivate	Set Enrollment Confirmed		Enrolled Student	<input checked="" type="checkbox"/>