



**PeopleSoft
Access Request Form**

**Admissions & Records / Student Services
Definition of Roles**

American River College
Cosumnes River College
District Office
Folsom Lake College
Sacramento City College

Role Name	Description	PS Role Name
Student Info View I	<p>For staff who require <u>inquire only</u> access to the general student enrollment information as follows:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Enrollment Summary (list of classes enrolled) - Search for Classes - Term Activate a Student - Term History (term and cumulative GPA, and academic standing) - Student Program/Plan (shows declared major and whether active at a college) - Student Enrollment Appointment - Student Honors and Awards - View Service Indicators - View Assessment Test Scores - View Student Ed Plan - View Student Appeals for BOG and Priority Reg 	LR_SA_SR_STDT_INFO_VW_1

Role Name	Description	PS Role Name
Student Info View II	<p>For staff who require <u>inquire only</u> access to detailed student enrollment information. This access grants all access of the Student Info View I and the following page access:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Enrollment (detailed enrollment information such as all classes taken, grades received, etc.) - Enrollment Request Search (i.e., see all Enrollment Request transactions that occurred for an enrollment) - Student Term Data (view Ed Goal, Enroll Status, Household Size/Income, and other MIS data) - Student Grades - Student Degrees 	LR_SA_SR_STDT_INFO_VW_2

Role Name	Description	PS Role Name
SR Access I	<p>For students and temporary staff who <u>maintain</u> student records. This access grants all access of the Student Info View II and the following page access:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Create Class Block - Create Student Block - Run Block Enroll Merge - Add/update Enrollment Request (<i>Additional row level security required. Select the Enrollment Access Group</i>) - Student Term Data (Update Ed Goal, Enroll Status, and other MIS data; view Household Size/Income,) - Study List Link (from Enrollment Request to print list of classes enrolled) - LR College Activation Process (CAP) - Student Incomplete - Update Student Appeals 	LR_SA_SR_ACCESS_1
SR Access II	<p>For AR staff who <u>maintain</u> student records. This access grants all access of the SR Access I and the following page access:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Term Activate a Student - Update Term History (view term and cumulative GPA; update academic standing) - Update and correct Student Program/Plan (shows declared major and whether active at a college) - Enrollment Verification and Print - Update Honors and Awards ➤ Curriculum Management Module <ul style="list-style-type: none"> - Print Class Roster - Print Grade Roster 	LR_SA_SR_ACCESS_2
SR Access III	<p>For AR staff who <u>maintain</u> student records. This access grants all access of the SR Access II and the following page access:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Run Repeats Intervention Report - Run Unauthorized Repeat Report - Run Withdrawal Report - Update Transcript Text - Run Waitlist Process ➤ SC Community College Data Module <ul style="list-style-type: none"> - Run Term Data Copy ➤ Curriculum Management Module <ul style="list-style-type: none"> - Update Grade Roster - Run Grade Post - Enrollment Requirement Roster (PERC Roster) 	LR_SA_SR_ACCESS_3

Role Name	Description	PS Role Name
SR Evaluator Access	For AR Evaluator staff who <u>maintain</u> student records. This access grants all access of the SR Access III and the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update Student Degree - Run Degree Change Audit 	LR_SA_SR_EVAL_ACCESS
SR Supervisor Access	For AR supervisors who <u>maintain</u> student records. This access grants all the access of the SR Evaluator and the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Create new Student Program/Plan for duplicate ID clean-up ➤ Curriculum Management Module <ul style="list-style-type: none"> - LR Grade Change Report 	LR_SA_SR_SUPV_ACCESS
CC View I	For staff who require <u>inquire only</u> access to the general student bio- demographic information and external organization information as follows: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Name - Address - Phone - Email - Address Search - Emergency Contacts 	LR_SA_CC_VW_1
CC View II	For staff who require <u>inquire only</u> access to detailed <u>student</u> bio-demographic information. This access grants all access of the CC View I and the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Add/Update a Person (view includes masked SSN, DOB, marital status, gender, military status, regulatory region, veteran information, ethnicity, name, phone, address, and email). - Citizenship and Passport - Visa Permit - Residency Data - Communication Management - Communication Summary - Student PIN 	LR_SA_CC_VW_2
CC Access I	For AR staff who <u>maintain</u> student bio-demographic information. This access grants all access of the CC View II and the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Update Addresses - Update Email - Update Phone - Update Ethnicity - Update Languages - Update Citizenship and Passport - Update Visa Permit Data - View External System ID - Update FERPA - Update FERPA Quick Entry - Review FERPA 	LR_SA_CC_ACCESS_1

Role Name	Description	PS Role Name
CC Access II	For AR staff who <u>maintain</u> student bio-demographic information. This access grants all the access of CC Access I and the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Update Add/Update a Person (SSN is not masked and update access includes SSN, DOB, marital status, gender, military status, regulatory region, veteran information, ethnicity, name, phone, address, and email) - Update Names - Update Honors and Awards - Personal Information Search/Match (results display SSNs unmasked) - Update Residency Data 	LR_SA_CC_ACCESS_2
CC Access III	For AR staff who <u>maintain</u> student bio-demographic information. This access grants all the access of the CC Access II and the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Correction to Add/Update a Person (SSN is not masked and correction access includes SSN, DOB, marital status, gender, military status, regulatory region, veteran information, ethnicity, name, phone, address, and email) - Correction to Addresses - Correction to Name - Correction to Visa Permit Data - Correction to Residency Data 	LR_SA_CC_ACCESS_3
HR CC View	This functionality has been moved to the Human Resources Access forms.	
Admission View I	For staff who require <u>inquire only</u> access to the general student application information as follows: <ul style="list-style-type: none"> ➤ Student Admissions Module <ul style="list-style-type: none"> - LR Application Data - Application Summary - Maintain Application 	LR_SA_AD_VW_1
Admission Access I	For staff who <u>maintain</u> student application data. This access grants all the access of the Admission View I and the following page access: <ul style="list-style-type: none"> ➤ Student Admissions Module <ul style="list-style-type: none"> - Update LR Application Data - Backdate LR Application or CAP 	LR_SA_AD_ACCESS_1
Transfer Credit View	For staff who require <u>inquire only</u> transfer credit data. This access grants all the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> ✓ Transfer Credit Evaluation - View Education 	LR_SA_TFR_CREDIT_VW
Transfer Credit Access I	For staff who <u>maintain</u> transfer credit data. This access grants all the access of Transfer Credit View and the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> ✓ Transfer Credit Evaluation <ul style="list-style-type: none"> - Course Credits – Automated - Course Credits – Manual - Update External Education 	LR_SA_TFR_CREDIT_ACCESS_1

Role Name	Description	PS Role Name
Transfer Credit Set Up View	<p>For staff who require <u>inquire only</u> access to the transfer credit rules and external organization data relating to transfer credit. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> ✓ Organization <ul style="list-style-type: none"> - Organization Table - Organization Locations - Organization Affiliation - Organization School Data - School Course Classification - School Subject Maintenance - External Subject Table - External Term ➤ Records and Enrollment Module <ul style="list-style-type: none"> ✓ Transfer Credit Rules <ul style="list-style-type: none"> - Course Transfer Rules - Test Transfer Rules - Program Source Equivalency - Program Test Equivalency - Test Component - Test Table - Transfer Subject Area 	LR_SA_TFR_CREDIT_SETUP_VW
Transfer Credit Set Up Access	<p>For staff who <u>set up and maintain</u> transfer credit rules and external organization data relating to transfer credit. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> ✓ Organization <ul style="list-style-type: none"> - Organization Table - Organization Locations - Organization Affiliation - Organization School Data - School Course Classification - School Subject Maintenance - External Subject Table - External Term ➤ Records and Enrollment Module <ul style="list-style-type: none"> ✓ Transfer Credit Rules <ul style="list-style-type: none"> - Course Transfer Rules - Test Transfer Rules - Program Source Equivalency - Program Test Equivalency - Test Component - Test Table - Transfer Subject Area 	LR_SA_TFR_CREDIT_SETUP_ACCESS

Role Name	Description	PS Role Name
Academic Advisement View	<p>For staff who require <u>inquire only</u> access to student academic advisement records. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Academic Advisement <ul style="list-style-type: none"> - Create What-if Scenarios - Request Student Advisement Report 	LR_SA_AA_ACAD_ADVISE_VW
Academic Advisement Access I	<p>For staff who post student exceptions, course substitutions and milestones. This access grants all the access of Academic Advisement View and the following page access:</p> <ul style="list-style-type: none"> ➤ Academic Advisement <ul style="list-style-type: none"> - Authorize Student Exceptions (add, update, and correct) - Create Course Substitution (update) 	LR_SA_AA_ACAD_ADVISE_ACCESS_1

Role Name	Description	PS Role Name
Academic Advisement Access II	<p>For senior staff who <u>set up</u> academic advisement records. This access grants all the access of Academic Advisement Access I and the following page access:</p> <ul style="list-style-type: none"> ➤ Academic Advisement – Requirements Set Up <ul style="list-style-type: none"> - Add, update, and correct Requirement Groups - Add, update, and correct Academic Requirements - Add, update, and correct Course Lists - Add, update, and correct Entity Group - Add, update, and correct Course Share Sets - Add, update, and correct Dynamic Condition ➤ Academic Advisement – Processes and Reports <ul style="list-style-type: none"> - Generate Report Requests (batch, step 1) - Generate Advisement Reports (batch, step 2) - Print Batch Reports (batch, step 3) - LR Create Std Grp Assoc Degree (custom Los Rios process) - Generate Miscellaneous reports - Reverse Engineering ➤ Academic Advisement – Summaries <ul style="list-style-type: none"> - Academic Requirement Groups - Academic Requirements - Academic Course Lists 	LR_SA_AA_ACAD_ADVISE_ACCESS_2
Advisor View	<p>For staff who require <u>inquire only</u> access to student academic records. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Self Service Module <ul style="list-style-type: none"> - Unofficial Transcript (this access bypasses the transcript security) - Course Catalog - Class Search - My Advisees - Advisee Transfer Credit ➤ Campus Community Module <ul style="list-style-type: none"> - Student PIN 	LR_SA_SR_ADVISOR_VW
Athletic Services Access	<p>For staff who <u>maintain</u> athletic information. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Add and update Athletes Status - Add, update, and correction on Athletics Non Academic - Run Athletes Eligibility Report - Run Athletes Enrollment Report - Run Athletics Term Roll ➤ Set Up SACR Module <ul style="list-style-type: none"> - View Athletic Participation Table 	LR_SA_CC_ATHLETICS_ACCESS

Role Name	Description	PS Role Name
International Students Access	For staff who <u>maintain</u> student international information. This access grants the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Update Add/Update a Person (SSN is not masked and update access includes SSN, DOB, marital status, gender, military status, regulatory region, veteran information, ethnicity, name, phone, address, and email) - Update Addresses - Update Emails - Update Phones - Update Names - Update Languages - Update Citizenship and Passport - Add, update, and correct Visa Permit Data - View Residency Data 	LR_SA_CC_INTL_SVCS_ACCESS
UCD Enrollments Access	For staff who <u>maintain</u> UCD enrollments. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Add and update LR UCD Auto Enroll 	LR_SA_SR_UCD_ENRL_ACCESS
Matric View	For staff who require <u>inquire only</u> access to Matric data. This access grants the following inquire access : <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - MATRIC Data Collection 	LR_SA_SC_MATRIC_VW
Matric Access	For staff who <u>maintain</u> Matric data. This access grants the following page access: <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Update MATRIC Data Collection - Add and update VATEA Data Collection 	LR_SA_SC_MATRIC_ACCESS
CalWORKs View	For staff who require <u>inquire only</u> access to CalWORKs data. This access grants the following inquiry access : <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - CalWORKs Data Collection 	LR_SA_SC_CALWRK_VW
CalWORKs Access	For staff who <u>maintain</u> CalWORKs data. This access grants the following page access: <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add and update CalWORKs Data Collection - Update MATRIC Data Collection - Run the Special Services Purge Report - Run the Special Services Roll Report 	LR_SA_SC_CALWRK_ACCESS
EOPS View	For staff who require <u>inquire only</u> access to EOPS data. This access grants the following inquiry access : <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - EOPS/CARE Data Collection - Next Up-Foster Youth Data Collection 	LR_SA_SC_EOPS_VW

Role Name	Description	PS Role Name
EOPS Access	For staff who <u>maintain</u> EOPS data. This access grants the following page access: <ul style="list-style-type: none"> - SC Community College Data Module - Add and update EOPS/CARE Data Collection - Add/Update Next Up-Foster Youth Data - Update MATRIC Data Collection - Run the Special Services Purge Report - Run the Special Services Roll Report 	LR_SA_SC_EOPS_ACCESS
DSPS View	For staff who require <u>inquire only</u> access DSPS data. This access grants the following inquiry access : <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - DSPS Data Collection <p><i>Note: This role allows access to view data that is protected by the ADA confidentiality rules.</i></p>	LR_SA_SC_DSPTS_VW
DSPS Access	For staff who <u>maintain</u> DSPTS data. This access grants the following page access: <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add and update DSPTS Data Collection - Update MATRIC Data Collection - Run the Special Services Purge Report - Run the Special Services Roll Report <p><i>Note: This role allows access to view data that is protected by the ADA confidentiality rules.</i></p>	LR_SA_SC_DSPTS_ACCESS
Veteran Processing Access	For AR staff who <u>maintain</u> Veterans' data. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Add and update LR Veterans Data ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add and update MIS Data Collection, Military Data 	LR_SA_SR_VETERAN_ACCESS
Veteran View Only	For staff who require <u>inquire only</u> access to Veterans' data. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Add and update LR Veterans Data 	LR_SA_SR_VETERAN_VW
Prospect Access	For staff who require update access to Prospect data. This access grants the following page access: <ul style="list-style-type: none"> ➤ Student Recruiting Module <ul style="list-style-type: none"> - Create/Update Prospects ➤ Campus Community Module <ul style="list-style-type: none"> - Person Comment Entry – View Only 	LR_SA_PRS_ACCESS_1
Prospect Access w/ Comments	For staff who require update access to Prospect data, schools and interests. This access grants all the access of Prospect Access above and the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Person Comment Entry – Add/Update/Delete 	LR_SA_PRS_ACCESS_2

Add-On	Description	PS Role Name
Student Group Processing View	For AR staff who require <u>inquiry only</u> access to student group data. This access grants the following inquiry page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Student Group (Additional row level security required. Submit the Student Group Security Form). - View Student Groups by Student 	LR_SA_SR_STDT_GRP_VW_ADD_ON
Student Group Processing Update	For AR staff who <u>maintain</u> student group data. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update Student Group (Additional row level security required. Submit the Student Group Security Form). - View Student Groups by Student 	LR_SA_SR_STDT_GRP_UPD_ADD_ON
Student Group Processing Correction	For AR staff who <u>maintain</u> student group data. This access grants the Student Group Processing Update Access and the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Correct Student Group (Additional row level security required. Submit the Student Group Security Form). - View Student Groups by Student 	LR_SA_SR_STDT_GRP_COR_ADD_ON
Transcript Request Processing	For staff who require <u>inquire only</u> access to transcripts. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Transcript Request (Additional row level security required. Submit the Transcript Security Form). 	LR_SA_SR_TSCRPT_REQ_ADD_ON
Transcript Batch Processing	For AR staff who <u>process</u> batch transcripts. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module: <ul style="list-style-type: none"> - Process Transcripts - Request Transcript Report (Additional row level security required. Submit the Transcript Security Form). 	LR_SA_SR_TSCRPT_BATCH_ADD_ON
Supplemental Processing Current	For AR staff who <u>process</u> student supplemental data. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update Student Supplemental for current and future terms 	LR_SA_SR_SUPP_CURR_ADD_ON
Supplemental Processing Prior	For AR staff who <u>process</u> student supplemental data. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update Student Supplemental data for prior, current, and future terms 	LR_SA_SR_SUPP_PRIOR_ADD_ON
Class Permission View	For staff who require <u>inquiry only access</u> to class permission numbers. This access grants the following inquiry page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Class Permissions 	LR_SA_SR_CLASS_PERM_VW_ADD_ON
Class Permission Update	For staff who <u>process</u> class permission numbers. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update Class Permissions 	LR_SA_SR_CLASS_PERM_UPD_ADD_ON
Grade Change/Multiple Enrollment via Enrollment page	AR Lead (Evaluator II, or Clerk III), AR Supervisor, Dean of Enrollment, or VPSS are the <u>only</u> job titles authorized to have this permission list. Each college is limited to three full time staff with this access. Only one AR Lead position may be given this access. The Enrollment page is similar to the Enrollment Request page, except it bypasses all requisite, requirement, deadline, and other rules. Thus, access to this page should be limited. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update access to all data via the Enrollment page (including grades and adding multiple enrollments). 	LR_SA_SR_ENRL_GRAD_E_ADD_ON

Add-On	Description	PS Role Name
Enrollment Page Access	For AR staff who <u>maintain</u> student records. The Enrollment page is similar to the Enrollment Request page, except it bypasses all requisite, requirement, deadline, and other rules. Thus, access to this page should be limited. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update via the Enrollment page, except grades and multiple enrollment 	LR_SA_SR_ENRL_NO_G RADE_ADD_ON
Service Indicator Update	For staff who are <u>authorized</u> to place and release student-related services indicators. This access grants the following page access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Update Manage Service Indicators (Additional row level security required. Submit the Service Indicators Security Form). - Audit Service Indicators (Note – View Service Indicators is contained in Student Info View I.)	LR_SA_CC_SRVC_IND_U PD_ADD_ON
Service Indicators – Mass Place/Release	For staff who are authorized to mass place and release student-related service indicators This access grants the following age access: <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Place or release service indicators in batch using a .csv file upload of emplid’s or by a saved PeopleSoft query. - (Additional row level security required. Submit the Service Indicators Security Form). 	LR_SA_CC_SRVC_IN_BL K_UP_ADD_ON
Student Enrollment Appointments	For AR staff who <u>process</u> appointments. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Update Student Enrollment Appointment. 	LR_SA_SR_STDT_APPT_ ADD_ON
Staff Application	For staff who enter student applications through the Staff App-PeopleSoft interface. This access grants the following page access: <ul style="list-style-type: none"> ➤ Student Admissions Module <ul style="list-style-type: none"> - Add Staff Application 	LR_SA_AD_STAFF_APP_ ADD_ON
Positive Attendance View	For staff who require <u>inquire only access to</u> positive attendance. This access grants the following page access: <ul style="list-style-type: none"> ➤ Curriculum Management Module <ul style="list-style-type: none"> - View Positive Attendance Entry 	LR_SA_SR_POS_ATT_V W_ADD_ON
Positive Attendance Update	For staff who <u>process</u> positive attendance. This access grants the following page access: <ul style="list-style-type: none"> ➤ Curriculum Management Module <ul style="list-style-type: none"> - Add and update Positive Attendance Entry 	LR_SA_SR_POS_ATT_V W_ADD_ON LR_SA_SR_POS_ATT_UP D_ADD_ON
Student ID Verification	For staff who are authorized to reset student passwords. <ul style="list-style-type: none"> ➤ PeopleTools <ul style="list-style-type: none"> - Verify Student Identity (access to obtain student security questions answers and name, last 4 of SSN, DOB, home address and phone numbers) <i>Note: Userid must be added to the Active Directory Student PSMS Group to perform password reset. This will happen automatically once a night.</i>	LR_SA_PT_Verify_ID

Add-On	Description	PS Role Name
Enrollment Security	<p>The Enrollment access Group/ID determine when users can perform certain enrollment functions during a specified time period as well as override access to allow the user to override certain enrollment rules. The enrollment security document lists the access level of each Enrollment Access Group/ID. Enrollment security must be selected for those requesting the SR Access role.</p> <p>NOTE: Enrollment Access Group/ID ending in 001 allows access to change grades. Each college is limited to a certain number of full time staff with that access. CRC, FLC, and SCC are limited to 5, and ARC is limited to 8.</p>	<p>Granted under: Set Up SACR > Security > Secure Student Administration > User ID > Enrollment Security</p>
SSN Unmasked	For staff who need to see the full 9 digit SSN.	Primary permission Lists = PPALL
Nursing Application Processing	<p>For Nursing Program staff who process student nursing applications. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - AS Degree Nursing Program 	LR_SA_SR_ADN_ACCES S_ADD_ON
Search Match	<p>For staff who require <u>inquire only</u> access to detailed <u>student</u> bi-demographic information.</p> <ul style="list-style-type: none"> ➤ Campus Community Module <ul style="list-style-type: none"> - Personal Information Search/Match (results display SSNs unmasked) 	LR_SA_CC_SRCH_MATC H_ADD_ON
Program/Plan Change	<p>For Counselors who need the ability to change a student's academic plan for the purpose of generating a Degree Audit Report. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ Self Service>Advisor Center>Academics <ul style="list-style-type: none"> - Edit Program Data 	LR_SA_SR_PRGPLN_UP D_ADD_ON
Student Milestones View	<p>For staff that has been granted inquire access to student milestones. This access grants the following page access in view only mode:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - View Student Milestones 	LR_SA_SR_STDT_MLST N_VW_ADD_ON
Student Milestones Update	<p>For staff that has been granted inquire and update access to student milestones. This access grants the following page access in add, update and correction mode:</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Add, update, and correct Student Milestones 	LR_SA_SR_STDT_MLST N_UPD_ADD_ON
iSEP (Student Ed Plan)	<p>For counseling staff who use the electronic Student Ed Plan.</p> <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - Access to the LR Student Ed Plan page 	LR_SA_SEP_ADD_ON
Foster Youth Processing	<p>For staff who <u>maintain</u> Foster Youth Status data. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add and update MIS Data Collection, Foster Youth 	LR_SA_SC_FSTYTH_AD D_ON
Special Programs Processing	<p>For staff who <u>maintain</u> Special Program data. This access grants the following page access:</p> <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add and update MIS Data Collection, Special Programs (includes MESA, Puente, UMOJA, CAA, and MCHS) 	LR_SA_SC_SGPRG_ADD _ON

Add-On	Description	PS Role Name
iSEP (Student Ed Plan) View	For staff who require VIEW only access to the Student Ed Plan. This access grants the following page access: <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - LR Student Ed Plan page 	LR_SA_SEP_VIEW_ONL Y_ADD_ON
FA Course Audit Override	For staff who override classes determined to be ineligible for financial aid. This grants the following page access: <ul style="list-style-type: none"> ➤ HighPoint Projects <ul style="list-style-type: none"> - FA Course Audit – Ineligible Classes Page ➤ Financial Aid> LR Financial Aid <ul style="list-style-type: none"> - Update Student Consortium Tracking Information 	LR_SA_SR_FACA_OVERRIDE_ADD_ON
FA Course Audit Processing Add On	For staff who run the FACA process for individual students (when a retroactive FACA is needed.) This grants the following page access: <ul style="list-style-type: none"> ➤ HighPoint Projects <ul style="list-style-type: none"> - FA Course Audit – Process Page 	LR_SA_SR_FACA_PROCESS_ADD_ON
High School GPA and Grades View	For staff who require view only access to the student’s self-declared high school GPA and grades to verify placement into math and English. <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - LR Multiple Measures > High School GPA 	LR_SA_SR_STD_MM_GPA_VW_ADD_ON
High School GPA and Grades Update	For staff who require update access to the student’s self-declared high school GPA and grades to correct placements for math and English. <ul style="list-style-type: none"> ➤ Records and Enrollment Module <ul style="list-style-type: none"> - LR Multiple Measures > High School 	LR_SA_SR_STD_MM_GPA_UPD_ADD_ON
Homeless Student Processing	For staff who maintain data regarding homeless students. This also includes maintaining data for foster youth. <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add/Update homeless students and foster youth 	LR_SA_SC_HOMELESS_ADD_ON
Analytics Dashboard	For staff to view data analytics for analysis and decision making purposes. <ul style="list-style-type: none"> ➤ Student Drop Reasons ➤ LRCO Class Capacity 	LR_SA_SR_ANALYTICS_ADD_ON
MIS Additional Programs	For staff who maintain Additional Programs data. This access grants the following page access: <ul style="list-style-type: none"> ➤ SC Community College Data Module <ul style="list-style-type: none"> - Add/Update MIS Data Collection, Special Programs, Additional Programs (Inmate) 	LR_MIS_ADDITIONAL_PROGRAMS