

Graduate Portal

The Graduate Portal includes: The Degree Monitoring system. The Decision Screen, and an Applicants section.

The Degree Monitoring

The degree monitoring section of the portal allows graduate program directors and program administrators to access all information about their students. The system provides up-to-date grade point averages, enrollment data, research credits, and e-mail addresses. If you then need additional information about a particular student, you can access that individual's record by clicking on the RUID. The data on each individual will include local and permanent addresses, courses taken and grades, birth date, financial holds, etc.

Admissions Decisions (Decision Screen)

The decisions section of the portal is where departments can manage all aspects of admissions decisions for graduate applicants. Completed decisions are forwarded electronically to the graduate admissions office for encoding.

Applicants

The applicants section of the portal is where departments can view applicant information for their curriculum(s). You can obtain counts and averages for different populations within your applicant population. You can also view an applicant's detail by clicking on their RUID. The applicant detail will show scores and credentials including personal statement and letters of recommendation.

To gain authorization to participate, in the Graduate Portal, please access <http://www.acs.rutgers.edu/Access/index.htm>. At the bottom of the first page on this site, click on General Access Form, print the document, and complete just the top box being sure to indicate your NET ID. Sign and date the form on the bottom of the first page and write in bold letters GRADUATE STUDENT MONITORING SYSTEM and/or DECISION SCREEN and return it by campus mail to **Maryann Schultz**, 18 Bishop Place, CAC or by **FAX** to ext. **2-8231** (if you have trouble accessing this form, please contact Maryann at maryanns@rci.rutgers.edu). When Maryann approves your request, Shamir will send you an e-mail indicating you are ready to try the system. Please note that only those individuals who are pre-approved by the Office of the Dean of the Graduate School-New Brunswick will be eligible to utilize this system. To ensure the security of student data, the dean's office must receive notification when those utilizing this system change positions or leave the university. (If your discipline was part of the pilot project, you are already registered and eligible to use the system.)