

Finalizing Admission: Credential Analyst Review, Admission Coding, A11 Process, and Post Admission

Credential Analyst Review

Once an admit decision is received and financial documents are complete, an application is ready to be reviewed by a Credential Analyst to finalize the admission.

Several criteria are analyzed to make certain that the application is complete and that the applicant qualifies for admission:

- Receipt of all required signatures/approvals in WebAdmit workflow (or Atlas) is verified.
- Academic records are reviewed, to ensure that bachelor's degree records have been submitted. Academic records as a whole are reviewed for completeness to determine if additional records will be required to be submitted by the student. (Bachelor equivalency is verified for Track 2 applicants).
- The departmental admission letter is reviewed, to ensure that the program and term are correct and to check for possible inappropriate conditions that may affect the applicant's student visa eligibility. Inappropriate conditions include any reference that limits the student's funding or admission and initial enrollment.
- If bachelor's degree records have not been received or if there is a problem with the letter of admission, the OIS will contact the department.

If all the admission criteria are met, the admission will be coded in WebAdmit/SIS, the education panel will be updated in SIS, and the OIS admission letter will be created.

Once generated, the OIS admission letter is available to view in the student's record by clicking on the International Admission Checklist link and looking in the Documents section.

Graduate Application Checklist

[View/Save/Print E-Form Group](#)

End of Process Holding

In this stage, admission letters have already been shipped to the student. The admission is now complete. We do not need any additional information from the graduate department or the student.

Thank you for applying to Indiana University! Now that you have filled out an application, you can use this page to submit additional materials and check what items have been received by our office.

Documents

- DOCUMENT CREATED ON 07/16/2020
[Academic Records](#)
- DOCUMENT CREATED ON 07/28/2020
[Admission Letter for Online](#)
- DOCUMENT CREATED ON 07/28/2020
[Additional Admission Letter Materials for Online](#)

Admission Coding

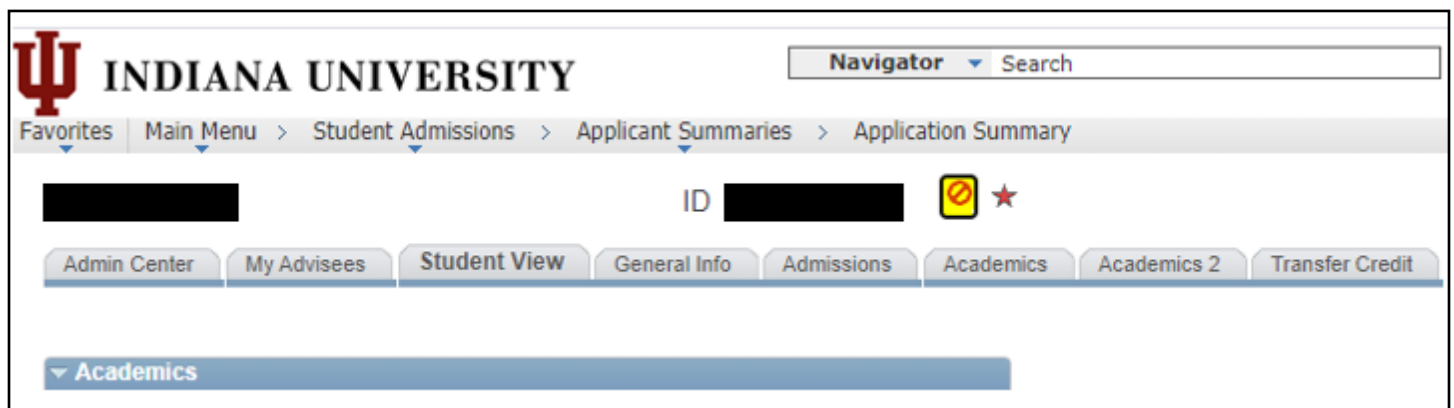
The admission coding “ADMT/AFQL” (Admit/Fully Qualified) indicates that the student has submitted all final, official, and complete bachelor’s equivalency records at the time of admission. (Non-degree coursework is only a requirement if it contributes to the bachelor degree equivalency.)

The admission coding “COND/STIP” (Conditional Admit/Stipulation: International Transcript) coding indicates that the student will be required to submit additional academic records post-admission in order to complete their application file.

A11 process


Applicants who have not submitted a final, official, and complete record of their bachelor’s equivalent coursework will have a transcript registration hold (A11) negative service indicator added to their record in SIS. The effective date of the A11 will be approximately 4 weeks after the start of the student’s first semester. The hold will prevent the student from registering for a second semester of study unless the required bachelor’s degree records are submitted. Once final, official bachelor’s degree records are received and verified for their authenticity and completeness, the A11 will be released.

Negative service indicators can be viewed in the SIS record by clicking on the red circle with a line through it:



Post Admission

Collection of final academic records and verification of completeness of records are the only tasks for which International Admissions specifically takes responsibility. Any documents that are lacking at the time of admission are listed on the second (Next Steps) page of the OIS letter of admission and are requested to be submitted within four weeks of the start of the student's study.

 **Your NEXT STEPS**

Now that you've secured your place at IU, there are a few things you need to do to prepare for your arrival in Bloomington. This list was created specifically for you. Please complete each important step, and don't hesitate to contact us if you have any questions or concerns through this process.

- ☐ Make housing arrangements before you arrive in Bloomington. You can review your housing options at ois.iu.edu/folder/gradhousing.
- ☐ Check your IU email account regularly. All official communications from Indiana University will be sent to this email address. Review the IU email policy at ois.iu.edu/folder/email.
- ☐ Memorize your university ID number, which is [REDACTED]. You'll frequently use this number when dealing with university offices so it is good to commit it to memory.
- ☐ Log in to istart.iu.edu. Your Admissions and Pre-Arrival Checklist will guide you through all the important steps to enrolling at IU.
- ☐ Submit your immunization records at ois.iu.edu/folder/immunization. Upon enrollment, Indiana state law requires students to provide dates of immunizations for the following: measles/rubeola, rubella/German measles, mumps, tetanus, and diphtheria. Religious exemptions and proof of disease history (rubella/German measles and mumps only) are accepted.
- ☐ Make travel arrangements and plan to arrive in Bloomington no later than **Sunday, August 9**. Review international orientation information at ois.iu.edu/folder/orientation.
- ☐ Review the requirements for IU's English Proficiency Examination at ois.iu.edu/folder/iepe.
- ☐ Establish your eligibility for disability services at IU, if you need special assistance for medical reasons. Visit ois.iu.edu/folder/dss to request services like testing modifications, academic adjustments, auxiliary aids, and more.
- ☐ Review the *F-1 Visa Stamp Information* that is included in this packet with your immigration document.
- ☐ Within four weeks after the start of the Fall 2015 semester, submit to our office:
final, official copies of the original language version of your academic records and degree certificate for your bachelor's degree from Islamic Azad University.
final, official copies of the original language version of your academic records and degree certificate for your master's degree from Tarbiat Moallem University.

When a student submits additional records post admission, the OIS will send an email to applicants and CC the department contact to communicate if the record is incomplete, noting which documents are still required. Once a student submits a complete bachelor's degree equivalency record, the hold on their record will be released. Emails are not sent if the additional documents are submitted if the A11 has been lifted from the student's account.

Per university policy, final, official complete advanced degree records must be submitted before a degree can be conferred.