



## QEP Play 1: Application & Admission

### Awareness Play

**Goal:** Inform potential students of all steps required in the application and admission process, including deadlines and required documentation. All relevant parties, to include students and advisors, will be informed in a timely manner of admission decisions.



#### Quarterback:

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#### Essential Staff

- Recruiters
- In-house admission staff responsible for electronic admission inquiries.



#### Linkages w/ Other Plays

- Advising & Registration – Play 3
- Financial Aid – Play 2
- Institutional Technology



#### Process Focused Play

This play is focused on the organization around a process to facilitate specific outcomes.

### Strategies

- P-1a. Clearly detail the admission process, including all required documents and deadlines for submission. This information will be shared with potential students, applicants and key personnel, i.e. advisors.
- P-1b. Automate workflow processes to improve application decision turnaround time.

### Measures

#### Institutional Change/Output Process Implementation

1. Specify the alternative methods used to communicate with students that have incomplete applications. (Indicate all communications used-beyond email)
2. List the enhancements that were made to the application process during this reporting cycle (Review Argos Checklist Report)

#### Student Learning / Behavior Change Scale

Nine (9) item scale on student awareness of relevant information and deadlines associated with the TSU application and admission process. Scale also addresses the quality of the application and admission information provided.