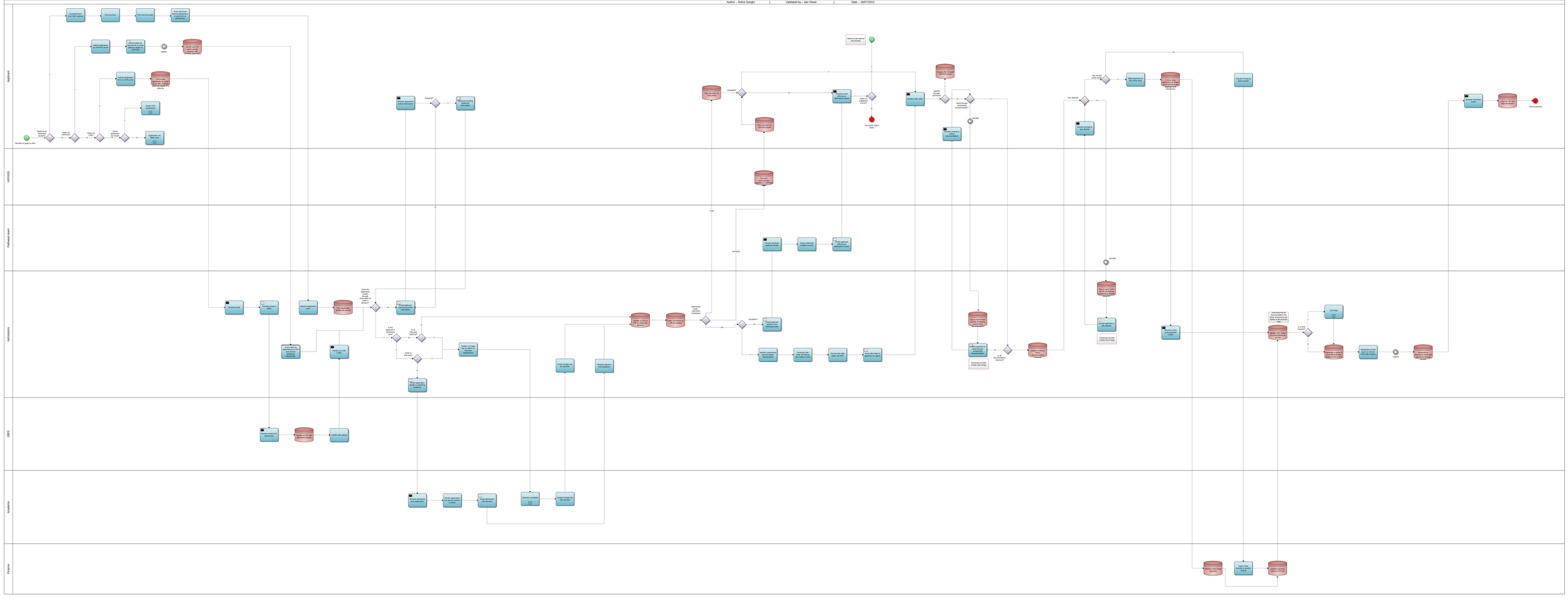
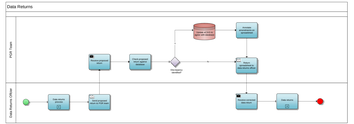
3. PGT Admissions

Author – Rahul Sanghi | Validated by – Ian Sloan | Date – 16/07/2015


Applicant
UKPASS
Pathway team
Admissions
OISS
Academic
Finance
Decides to apply to Ulster
Download from Ulster website
Print out form
Fill in form by hand
Scan and email form to admissions or post form to admissions
Applies via personal
Applies via UKPASS portal
Submit application on UKPASS portal
Email additional documents such as evidence of qualifications
Applies via Ulster
Direct applicant to Ulster
Submit application on Ulster website
Create UKPASS account
Application on Ulster site
Receive email
Forward email to OISS
Receive application form
Scan application details into UCRS
Does the applicant meet the entry criteria enough to make a decision?
Email applicant requesting additional information
Is this applicant a borderline case?
Is an interview required?
Invite to interview?
Email application decision to academic department
Update a Google doc to reflect an interview decision
Send email to additional documents
Create file in UCRS
Receive decision from academic
Check Google doc for decision
Receive borderline case application
Review application and make a decision
Email admissions with decision
Interview candidate
Update Google doc with decision
Receive decision
Send providing decision
Receive requests for further information
Accepted?
Offer decision in UCRS portal
Offer decision on platform portal
Unconditional
Conditional
Conditional
Unconditional
Unconditional
Conditional
Receive decision on platform portal
Email applicant offering an unconditional offer
Email applicant offering an unconditional offer
Receive decision
Receive decision
Receive decision


Data Returns
PCE - Team
Credit Control Office
Data Entry
Data Entry
Data Entry