



PeopleSoft Student Administration Training Newsletter #8

June 28, 2007

In This Issue

[PeopleSoft Admissions Goes Live!](#)

[Campus Personal Information](#)

If you experience difficulty printing this newsletter from your e-mail software, [visit our archive](#) to download the newsletter as a PDF.

Newsletters are usually posted to the archive within 24 hours of mailing.

This PeopleSoft training newsletter will provide information regarding:

- PeopleSoft Admissions Goes Live!
- Campus Personal Information

PeopleSoft Admissions Goes Live!

As of 6 p.m., Friday, June 29, Admissions functions will be shut down in the ADMIN system and migrated to PeopleSoft. We will continue to conduct Summer 07 transactions in ADMIN. *Reminder:* All Fall 07 activities are conducted in PeopleSoft.

Beginning Monday, July 2, 8:00 a.m., all Admissions processes by staff will be done in PeopleSoft (for example, entering applications, entering admission decisions, processing transfer credit evaluations, etc.). ADMIN Admissions data will continue to be available to staff on a view-only basis. Students will do all Admissions processes in PeopleSoft (viewing applicant status, paying application fee) from their Student Center. Students log in at www.uh.edu/myPeopleSoft

The following message is going out to all students:

As of 6 p.m., Friday, June 29, Admissions functions will be shut down in Enrollment Services Online as we migrate to our new system in PeopleSoft.

Beginning Monday, July 2, 8:00 a.m., all Admissions processes will be done in your new PeopleSoft Student Center (viewing applicant status, paying application fee). Log in at: www.uh.edu/myPeopleSoft

Campus Personal Information

Message going out to students:

As of 6 p.m., Friday, June 29, students and applicants will no longer be able to update their Campus Personal Information through Enrollment Services Online.

Beginning Monday, July 2, 8:00 a.m., students and applicants will update all Campus Personal Information (mailing address, emergency contacts, email addresses, phone numbers) in your PeopleSoft Student Center under "Campus Personal Information." Log in at: www.uh.edu/myPeopleSoft

If you need the following after July 2:

Transcript Request (all students) GO TO: www.uh.edu/enrollonline*

Enrollment Verification (all students) GO TO: www.uh.edu/enrollonline*

Mailing Diploma for SUMMER Graduation: (SUMMER graduates) GO TO: www.uh.edu/enrollonline*

**If you are also changing your address when you are making these requests, enter the changed address at www.uh.edu/myPeopleSoft as well.*

Students should be sure to use Campus Personal Information to enter an up-to-date "destination" email address to receive their official "@uh.edu" notifications. Log in at: www.uh.edu/myPeoplesoft

For Assistance

UH/UHV PeopleSoft Student Admin Customer Service Center

Phone: 713-743-0356

Hours of service: Monday–Friday, 8 a.m.–5 p.m.

[See our web site for more information.](#)

Sandy

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