



iKnow Tempus Project

Functional Requirements Student Enrolment

Associate Professor Toni Stojanovski, PhD

Overview

- ▶ Prepared Document
- ▶ Current system
- ▶ Business requirements

Prepared document

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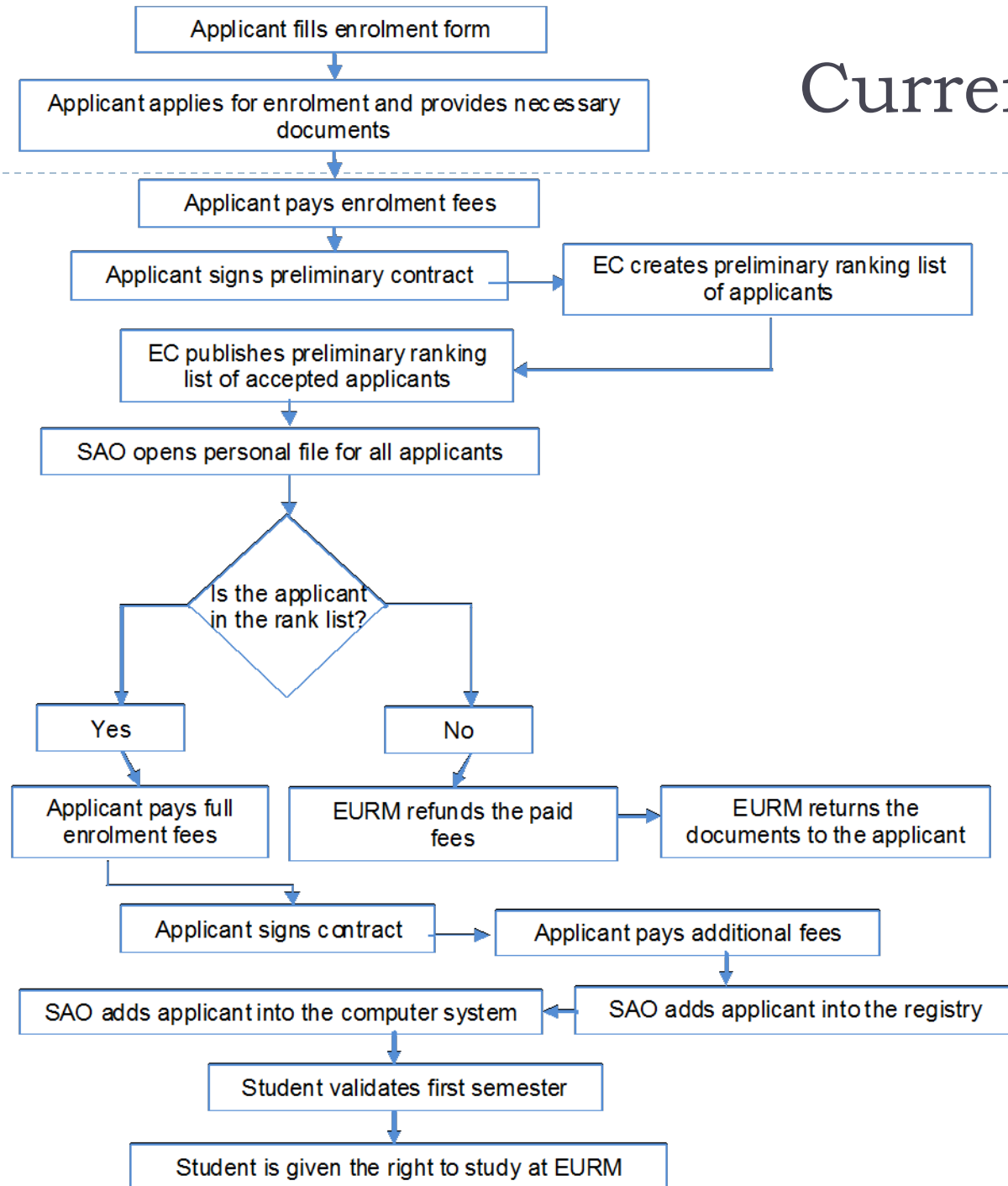
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Current system (1)



Current System - Expression of interest web form

Аплицирај

Име:

Презиме:

Телефон:

E-mail:

Град:

Училиште:

Коментар:

Факултет:

Предмет за кој ви треба
дополнителна настава за
матурски испит:

Apply to Enroll

Personal Information

Name:

Surname:

Citizenship:

Phone:

E-mail:

Mother tongue:

Are you fluent in English?

Other languages you speak?

Your Comment:

Information about Your Prior Education

Prior education:

School / Faculty:

Country:

Graduation Date:

Faculty to apply at

Faculty:

Postgraduate:

Campus:

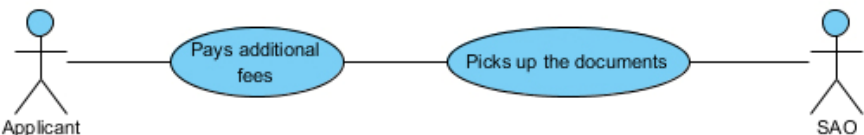
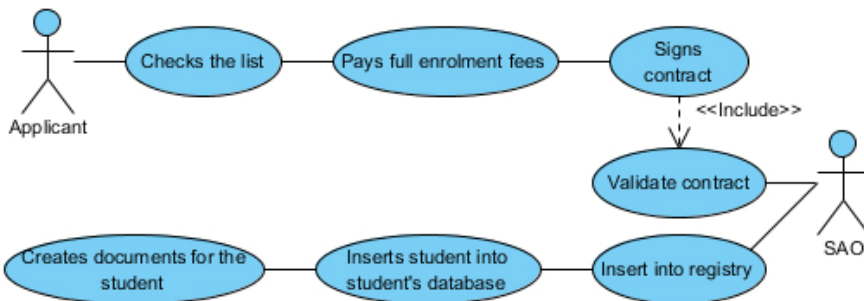
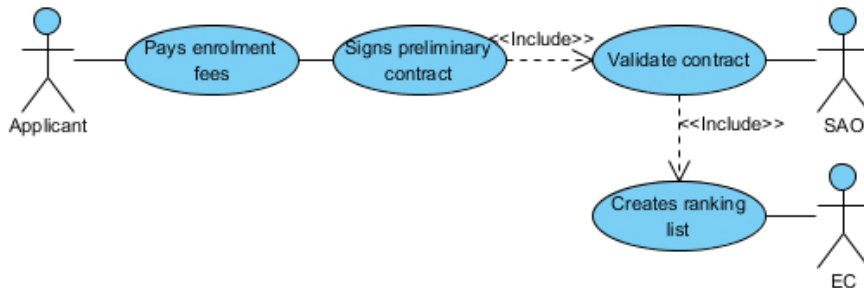
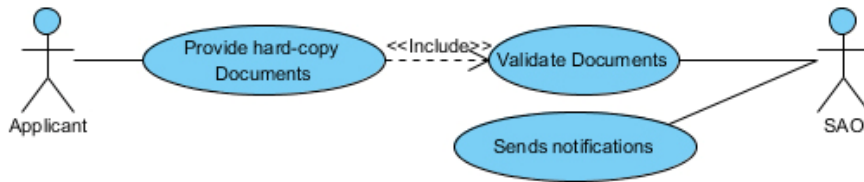
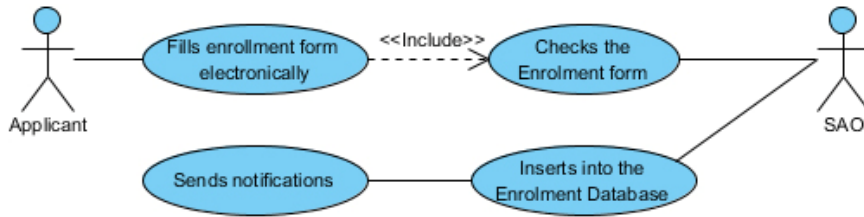
Limitations of the Current System

- ▶ Data from the expression of interest web form is emailed to representatives from all faculties, but is not kept in a database and is therefore lost for further processing.
- ▶ Prospective students are required to enter the same data from the expression of interest web form in the paper – based student application form too. => “Multiple points of data entry”.
- ▶ Notifications are not automatically sent to applicants
- ▶ Applicants do not have online access to their application.
- ▶ Enrolment Committee, University Management, Chancellor, Dean etc. do not have electronic access to the database of prospective applicants.

Actors

Name	Description and Access Rights
Staff from Administration Office	Contacts with the applicants, access to the Registry and Database, sends e-mail notifications to the applicants, review the documents for enrolment and validate the contracts
Manager	Chancellor, Deans, Vice-Chancellor, General Manager are members of this role. This role has full access to all business functionality
System Administrator	Members of this role have full access to the business and administrative functionality.
Enrolment Committee	Access to the data entered via the Student Application Form. Creates the Ranking List of accepted applicants. Access to the reports on accepted applicants.
Student	Access to his personal file

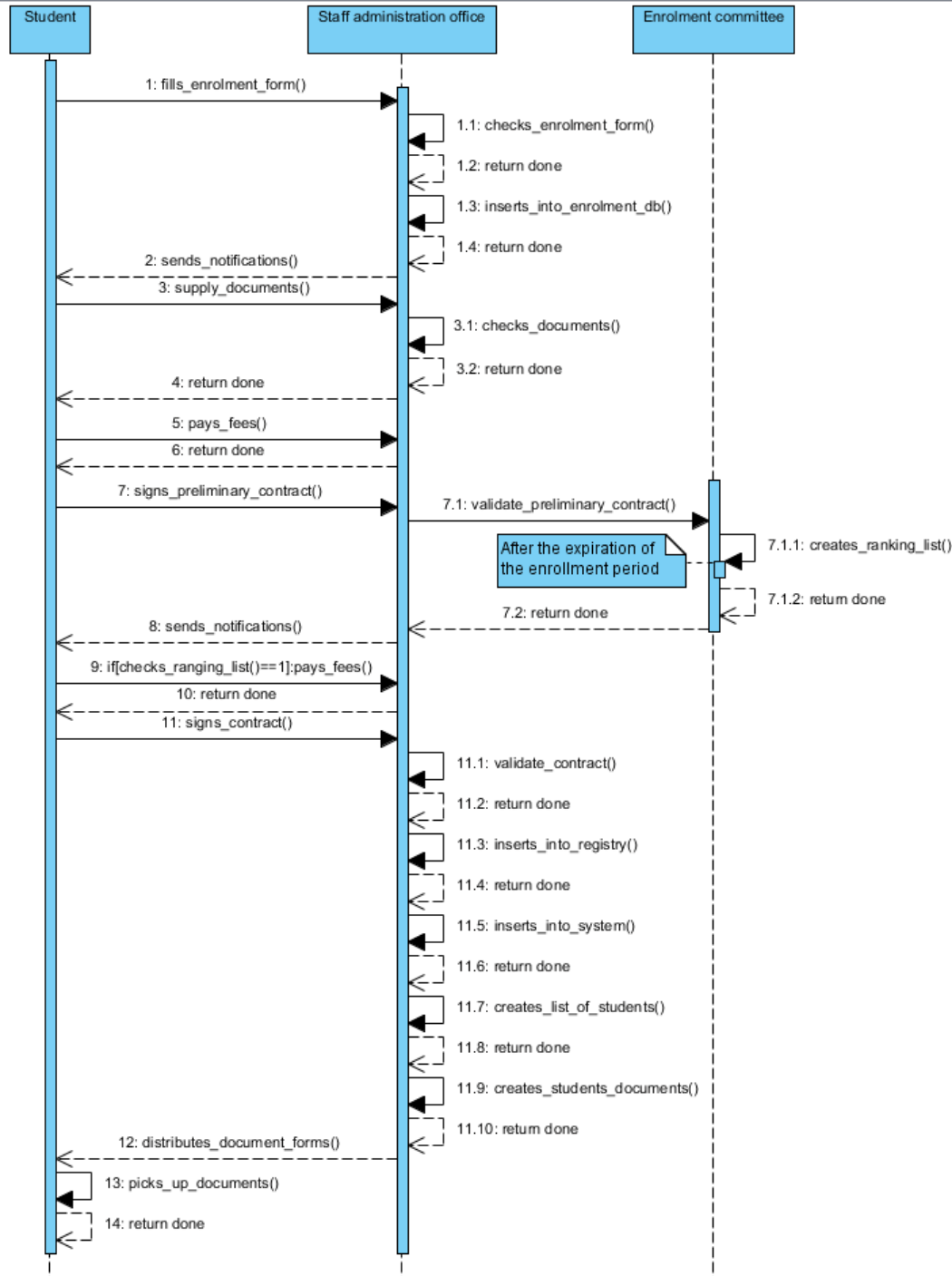
Use case diagram



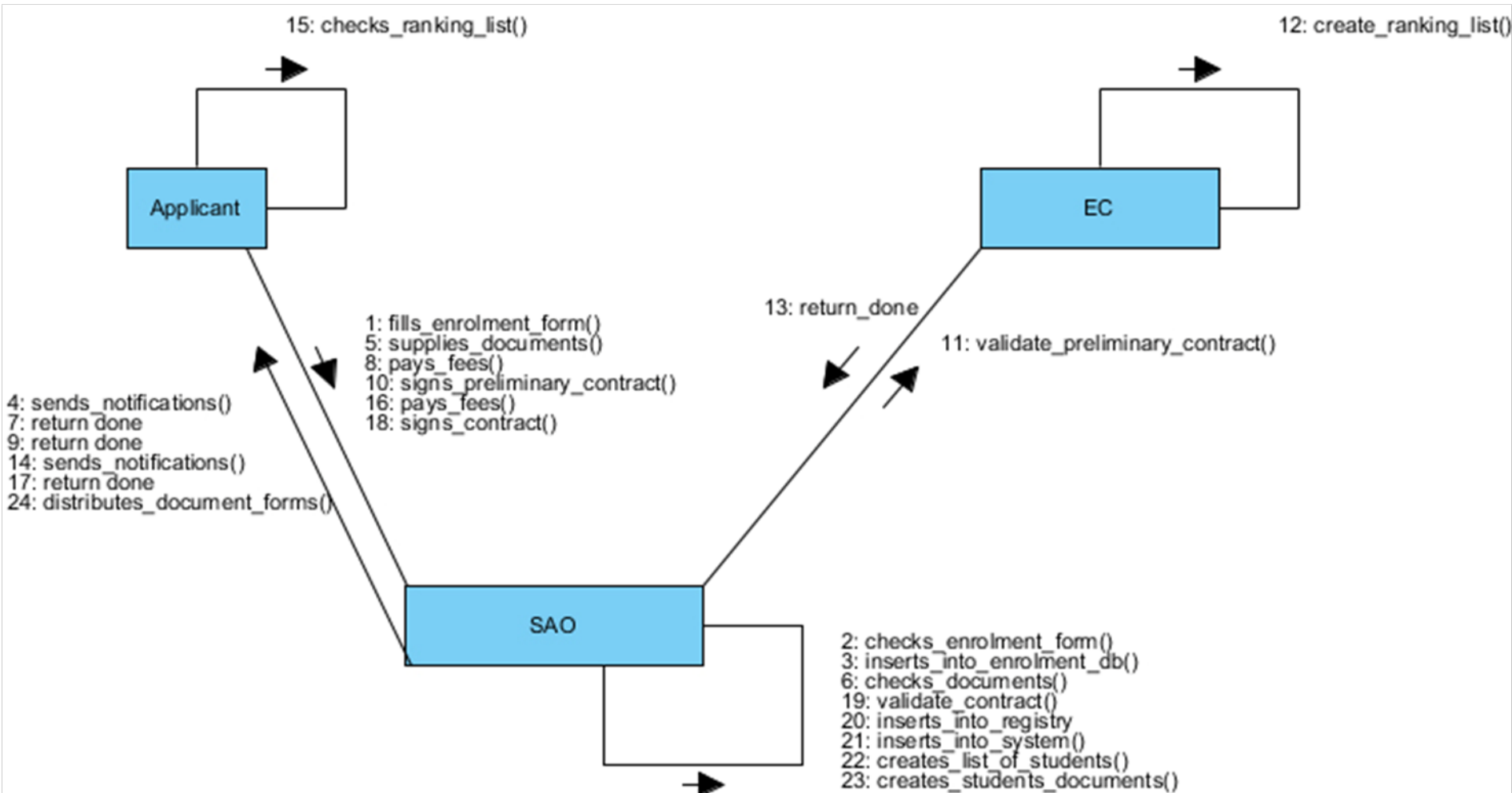
Other UML diagrams

- Activity diagram
- State diagram

Sequence Diagram



Collaboration Diagram



Data model

- ▶ Applicant
- ▶ Paid Fee
- ▶ Provided Document
- ▶ Signed contract
- ▶ Ranking list
- ▶ **Master data**
 - ▶ List of subjects that applicants sit as part of the high school final year exam
 - ▶ List of Faculties
 - ▶ List of contract types
 - ▶ List of document types
 - ▶ List of fess payable by applicants
 - ▶ List of High schools

Description of data model

- ▶ **Functionality**
- ▶ **Fields**
- ▶ **Business rules and access rights**

- ▶ **Example: Applicant**
 - ▶ Applicant is the key data entity in the required solution.

Applicant: Functionality

- ▶ **List:** Provide a list of all applicants. Provide, sorting, paging and filtering functionality.
- ▶ **Search:** Search for candidates by multiple criteria.
- ▶ **Add:** SAO staff can enter applicant's data.
- ▶ **Modify:** SAO staff can modify applicant's data.
- ▶ **Auditing:** All changes to applicant's data are logged.

Applicant: Data Fields

Name	Type	Description
ID	Int, identity	
Name	String [80]	
Surname	String [80]	
Address	String [200]	
Date of birth	Date	
Place of birth	String [80]	
Mother tongue	String [30]	
{Foreign language}	String [30]	
Gender	Int \in {Male, Female}	
{Phone}	String [30]	
{Email}	String [50]	
{Course}	String [50]	Subjects that applicant will sit as part of the high school final year exam, and requires tutoring classes from EURM. Defined in a Master list.
High School	String [50]	Previous education. Defined in a Master list.
Faculty	String [50]	Faculty that the applicant is interested in. Defined in a Master list.
Parent's name	String [80], Optional	
Parent's profession	String [80], Optional	
Parent's employer	String [80], Optional	
{Provided Document}	Structure of type Provided Document	Documents provided by applicant in support of his application
{Signed Contract}	Structure of type Signed Contract	Contracts signed by applicant
{Paid Fee}	Structure of type Paid Fee	Fees paid by the applicant
Tuition payment type	Int \in {Self, Parents, Bank loan, Other}	How will the applicant financially support his education?
Status	Int \in {Applied, Accepted, Rejected}	What is the status of the application?

Applicant: Business rules and access rights

- ▶ A student can fill an application form available on the web and enter all the required data. A student can also attach scanned copies of required documents.
- ▶ SAO staff can check the data entered by applicants. SAO staff can define customisable notification or reminder to be sent to an applicant. If all the required data is correctly provided, then SAO staff accepts the application.
- ▶ Upon acceptance, corresponding notification is sent to applicant. Applicant is informed on the next step: applicant needs to provide the necessary documents in order to support and complete his application.

General Functional Requirements

- ▶ Use one centralised database to keep data on applicants and the enrolment procedure.
- ▶ Allow online access to all actors.
- ▶ Use role-based authorisation.
- ▶ Implement customisable notification functionality on change in the status of their application, missing document, pending events etc.
- ▶ Support multiple notification mechanisms: SMS, email, social networking sites.
- ▶ Provide grading system and selection methodology. Allow Enrolment Committee to define ranking parameters.
- ▶ Implement web based enrolment application.
- ▶ Provide reports to university management and MoE.
- ▶ Implement the “single point of data entry” principle.
- ▶ Minimise manual data entry