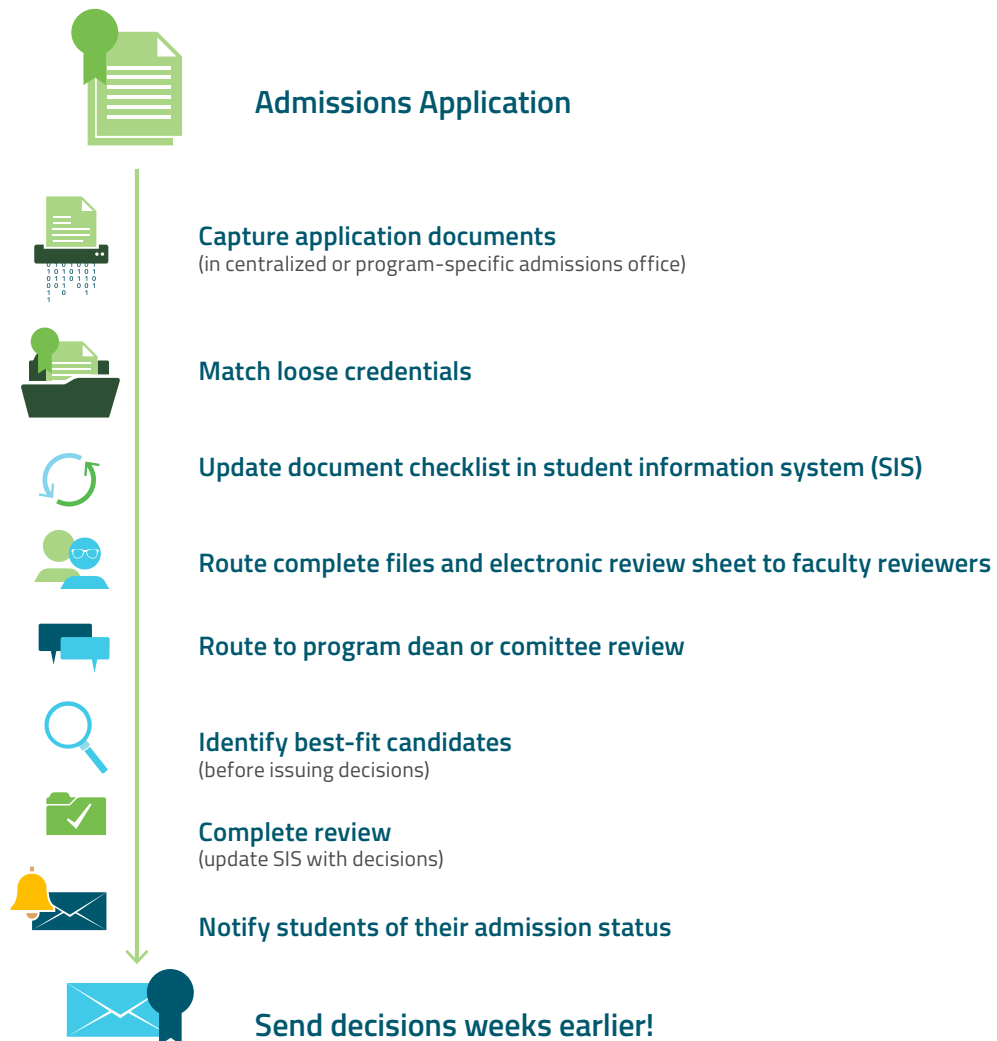**Eliminates slow, paper-based, manual processes**

Accommodates all types of admissions processes

Provides in-depth comparative views across an applicant pool

Identify and attract top candidates with faster review cycles

To attract the best-fit students and beat out the competition, graduate and professional schools must send out acceptance letters quickly. OnBase by Hyland automates and speeds the graduate admissions process to help ensure the complete file arrives in the correct hands in a timely fashion. This means that you deliver offers more quickly than competitors, increasing enrollment of top candidates.

Admissions Application

Capture application documents
(in centralized or program-specific admissions office)

Match loose credentials

Update document checklist in student information system (SIS)

Route complete files and electronic review sheet to faculty reviewers

Route to program dean or comittee review

Identify best-fit candidates
(before issuing decisions)

Complete review
(update SIS with decisions)

Notify students of their admission status

Send decisions weeks earlier!

OnBase®
by Hyland

Eliminates delays from manual, paper-based processes

Often times the graduate admissions process is a balancing act. Staff must sort through paper folders and determine what information is still needed, allowing critical time to slip by before completed files are passed on to the appropriate hands for review.

OnBase removes paper dependency by importing or converting electronic documents to automate the admissions process. Additionally, OnBase manages virtually all file types, from standard Word documents to audio files required by music conservatories. Once OnBase detects a completed application, it automatically assigns the file to the appropriate department, program or reviewer.

Along the way, OnBase leverages your enterprise resource planning system (ERP) or other sources of applicant data, eliminating duplicate data entry. In addition, users are provided with simple access to the documents they need directly from ERP screens.

Improves and automates your graduate admissions processes

OnBase accommodates a variety of admissions processes, whether your program is a stand-alone professional or graduate school or part of a larger university. OnBase creates electronic review sheets pre-populated with program-specific information such as test scores from the MCAT or GRE. Reviewers then enter comments and ratings on these sheets, as well as view related documents such as letters of recommendations from professors and internships.

With OnBase, a single office can manage applications for programs of all types and route them directly to the appropriate offices, faculty, deans or counselors for particular programs. If necessary, it then routes the applications back to a centralized graduate admissions office.

Helps you craft the perfect incoming class

As more students apply to graduate programs, the need for help identifying the best-fit students grows. OnBase sorting tools allow you to break down applications by region, GPA, gender, ethnicity, major, test scores, internships, etc. – so determining which applicants are the best choice becomes much simpler.

With more time dedicated to higher-value tasks, reviewers focus on what is truly important – the decision.

Learn more at **OnBase.com/HigherEducation »**

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