Academic Information Systems

Service Indicators

Last Update: 7/12/2017 Version 3.0

Required parameters are missing or incorrect.

Service Indicators

A Service Indicator is a marker applied to a student's record to alert the student or a staff member of an issue. It can provide or limit access to services for a student.

A service indicator can be negative – for a hold to prevent an individual from receiving certain services or positive – to designate special services to be provided. At UCSC, negative service indicators can hold transcripts or enrollment; positive service indicators flag a student's record for office use only (e.g., fees paid or Admissions release of information).

This training manual documents the process by which an adviser views, adds and deletes service indicators in AIS.

If you have questions please email Tchad Sanger (cpsanger@ucsc.edu).

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Module 1: Viewing Service Indicators

Objectives:

- Navigating to Service Indicator Page
- Viewing Service Indicator Audits





Lesson 2: Viewing Service Indicator Audits	Notes:
The system maintains an audit history of service indictors. Use the <i>Service Indicator Audits</i> page to view a history of the service indicators that a person has/had in AIS.	
 From AIS: Select Campus Community > Service Indicators (Student) > Audit Service Indicators 	

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Module 2: Assigning and Removing Service Indicators

Objectives:

- Assign Service Indicators
- Remove Service Indicators

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00	College Enrollment Hold	Undeclared Major	UCSCM	2082	2008 Spr	02/21/2008	
HS	Housing Hold on Enrollment	Past due bills hold	UCSCM	2080	2008 Win	03/03/2008	
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2.	Click on	Add 3	Servi	ce In	dicator.		

		New Window Help Customize Page]
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Edit Service Indica	tor		
Sammy Slug	7654321		
		Release	
*Institution:	UCSCI Q UC Santa Cruz		
*Service Indicator Code:	COL Q College Enrollment Hold		
*Service Ind Reason Code:	CAUND Q Undeclared Major		
Description:	You have a hold placed on your enrollment by you college because you have not declared your major Please contact your college advising office to	ır c.	
Effect: Effective Period	Negative		
Start Term:	2082 2008 Spr End Term:		
Start Date:	02/21/2008 (b) End Date:		
Assignment Details			
*Department:	ACADCOLLEG Academic Colleges		
Reference:			
Amount:	0.000		
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Placed Person ID:	0145212 Q Placed By:		
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		Release	
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Effect:	Negative		
Effective Period			
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Assignment Details			
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Reference:			
Amount:	0.000 Currency: USD Q		
Contact Information			
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