

Login: www.emich.edu/it/inb

INB/Banner Launch Page

Java Support Information
We recommend upgrading to the latest version of Java 8 (update 121) as soon as possible.
• Please go to <http://java.com> and click on "Free Java Download".
If you have questions or require assistance with Java, please contact the [I.T. Help Desk](#) at 734.487.2120.

Commonly used Login Links Banner Login (BERP) BOE Login (Reports) AppXtender Web Login EPrint Login Workflow (ApplyEMU)	Banner Access Need Banner Access? Having trouble logging in? Forgot your Banner password?	Off campus / wireless access Access to Administrative Services Join off campus or wireless requires use of VPN.
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Outage Announcements
Information on planned and unplanned outages for

Banner Availability
Banner is normally available 24/7. Occasional

Search I.T.

Ready to Review an Application?

Click the link for
Workflow (ApplyEMU)



Enter your NetID and Password:

NetID:

Password:

Your Ne

New Fac

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I.T. Help

106 Hall

Confirm Your Identity

Enter EMICH NetID & Password

Then click Login

Access Applications to Review

- Home**
- [Worklist](#)
- [Workflow Status Search](#)
- [Workflow Alerts](#)

Ready to Review Applications?
Click Worklist

[AD GR \[REDACTED\], Fatemeh \[REDACTED\]](#)
[Summer 2017 1 HPHP MS-HH PAS](#)
[Performing](#)
[AD GR Smith, Katie 501700410 Summer 2017](#)

Select and Reserve a Student Application
Click to Select Student to Review

[Click here to View the Applicant's Xtender Document](#)

Eastern Michigan University
Graduate Admissions Recommendation Form - W2

Applicant's Information

Term: [201750 - Summer 2017](#) App Nbr: [1](#)
Department Code: [HPHP](#) Academic Department: [Hlth Prom/Human Perf.School of](#)
Program Code: [MS-HH](#) Program Description: [HH - Master of Science](#)
Major Code: [PAS](#) Major: [Physician Assistant Studies](#)
Concentration: Degree: [Master of Science](#)

Test Scores								
Date	Code	Score	Date	Code	Score	Date	Code	Score
15-JUL-16	TFI1	25						
15-JUL-16	TFI2	25						
15-JUL-16	TFI3	26						
15-JUL-16	TFI4	22						
15-JUL-16	TFI5	098						

Access Applications to Review (Continued.....)

[Click here to View the Applicant's Xtender Document](#)

Need to see Transcripts & Other Student Documents?
Click to View

Eastern Michigan University
Graduate Admissions Recommendation Form - W2

Applicant's Information

Term: [201750 - Summer 2017](#) App Nbr: [1](#)
 Department Code: [HPHP](#) Academic Department: [Hlth Prom/Human Perf.School of](#)
 Program Code: [MS-HH](#) Program Description: [HH - Master of Science](#)
 Major Code: [PAS](#) Major: [Physician Assistant Studies](#)
 Concentration: Degree: [Master of Science](#)

Review Student Information
(as needed)

Test Scores								
Date	Code	Score	Date	Code	Score	Date	Code	Score
15-JUL-16	TFI1	25						
15-JUL-16	TFI2	25						
15-JUL-16	TFI3	26						
15-JUL-16	TFI4	22						
15-JUL-16	TFI5	098						

For Admissions Office Use only						
Admission Clerk: n/a	RCFM Date: 11/07/2016	Student Type: N	Admit Type: N1	VISA: n/a	INTL: N	-
Undergraduate GPA: 3.95	Last Half GPA: 0	2nd Bachelor GPA: 0	Masters 1 GPA: 0	Masters 2 GPA: 0	Specialist GPA: 0	Doctorate GPA: 0
Other GPA: n/a						

GRADUATE SCHOOL REQUIREMENTS	
1. Meets minimum requirements for admission to the Graduate School	Y
2. Meets minimum requirements for English proficiency	Y
3. Senior Status - Condition 2 Required	N
4. Intl. student with 3 yr. Degree-Bridge needs 30 undergrad hrs & cond. 1 admission	N
5. Academically admissible - International Financial Documents required	N
International Reviewer Comment:	
Processor Grad School Requirement Comment: n/a	

Graduate School Comment (If Applicable - Internal Use Only)

Access Applications to Review (Continued.....)

ACADEMIC DEPARTMENT RECOMMENDATIONS (choose one category)

ADMISSION (Doctorate, specialist's, or master's degrees; graduate or advanced graduate certificate programs)
Applicant meets both Graduate School and department admission requirements.

Admission:

CONDITIONAL ADMISSION (Select all that apply)

Condition 1 (Curriculum Deficiencies)

Applicant meets Graduate School requirements, but has curricular deficiencies in his/her undergraduate preparation and/or does not meet other departmental standards. Special conditions that must be completed prior to gaining degree admission are listed. Minimum grades for required courses are noted. The department must notify the Office of Admissions when these conditions have been met:

Condition 1:

Condition 1 Comment:

Condition 2 (Senior Status)

Applicant is in the process of completing his/her undergraduate degree. This status is valid for one enrollment period. Condition is removed when the student submits an official transcript to the Office of Admissions with the baccalaureate degree posted.

Condition 2:

Condition 2 Comment:

Condition 3 (English as a Second Language - ESL)

Applicant is a nonnative speaker of English who scored below the Graduate School and/or department required minimum on the English proficiency examination(s). ESL staff will determine ESL course(s) required to remove this condition based on test sub-scores. Check www.emich.edu/worldlanguages/esl for more details.

Condition 3:

Condition 3 Comment:

Condition 4 (Academic Deficiencies)

Applicant does not meet the minimum GPA requirement and/or graduated from a non-accredited academic institution, but has demonstrated the potential to be successful in a graduate-level program. This admission status requires that the student complete nine to twelve credit hours of graduate courses at EMU as specified below, and maintain good academic standing with a 3.0 GPA. The department must notify the Office of Admissions when these courses have been successfully completed. NOTE: Students are eligible to receive graduate level financial aid for 12 months (three semesters). After 12 months, the Condition 4 status must be removed for continued aid eligibility.

Condition 4:

Condition 4 Comment:

DENIAL OF ADMISSION (Select all that apply)

Applicant does not meet the minimum departmental GPA requirement:

Applicant does not meet minimum College of Education requirements:

Applicant's undergraduate curriculum is inadequate:

Test score is too low::

Denial of Admission low GRE score:

Denial of Admission low GMAT score:

Denial of Admission low MAT score:

Denial of Admission other score:

Denial of Admission Other Score Comment (Internal Use Only):

Denial of Admission other reason:

Denial of Admission other reason comment (Internal Use Only):

Making a decision:

Select admissions decision, conditional admissions requirements, and denial comments.

Note: All comment fields that are not labeled for internal use only will appear on the student's admission letter and graduate rec form.

Access Applications to Review (Continued.....)

GRADUATE ACADEMIC ADVISER INFORMATION

- [Graduate Academic Adviser Assignment \(First Name\):](#)
- [Graduate Academic Adviser Assignment \(Last Name\):](#)
- [Adviser Email:](#)
- [Office Address:](#)
- [Telephone Number \(xxx-xxx-xxxx\):](#)
- [Submitted By:](#)
- [Title:](#)
- [Date:](#)
- [GPA used for admission decision:](#)
- [comment:](#)

Let the student know who to contact:

Enter academic adviser information
(Not Required Fields)

Note: Contact information entered will be communicated to the student and will be referenced as department point of contact.

Are you the Head Reviewer?

Yes: Click complete if all reviews are complete to submit decision for processing

No: Click Save & Close

Access Applications to Review (Continued.....)

Are you done with your review and need to allow others to review?

Click Magnifying Glass by Students Name
And Click "Release"

AD GR [REDACTED] 2017 1 HPHP MS-HH PAS	GradCoordRRReformReview	Normal	07-Nov-2016 03:04:02 PM
AD GR Smith, Vasia E01700410 Summer 2017 1 UNUP MC-UM DAC	GradCoordRRReformReview	Normal	07-Nov-2016 03:03:27 PM

[Start](#) [Reserve](#) [Complete](#) [Skip](#) [Release](#) [Status](#) [Stop Workflow Request](#)
Organization: [Root.Admissions](#)

[Show Reserved Items](#)

What Student Records do I have on reserved?

Only one reviewer can read/review a student's record at a time. When you select a student's application to review, you automatically "reserved" the application. The student's application will remain in your reserved queue until you **release** and allow another reviewer to reserve. To see what student records you currently have reserved click "**Show Reserved Items**" from the lower right corner of your worklist screen. To release a student's record following the instructions immediately above.