

## Student Systems Roles which interface with the Office of the Registrar

	Roles/ Reg Profiles														5 Annual Web CertS	Training								Teams
	38	44	58	91	133	135	139	140	141	142	144	145	146	Cognos		Credit Evaluation	Curricula Change Request (CCR)	Curriculum	Grade Change Workflow	MyPurdue Plan	New/Refresher Advisor with Registrar	Preregistration/ Dashboard	Registration Workflow	Reg/UG Channel
Associate Dean													X	X	X			X	X			X	X	
Athletic Advisor							X							X	X		X				X	X		X
Candidate Coordinator												X		X	X				X		X			
Departmental Designee								X						X	X	X		X		X	X	X	X	
Department Head													X	X	X	X		X	X	X	X	X	X	
Head Advisor		X			X				X	X				X	X	X	X	X		X	X	X	X	X
Honors Coordinator											X			X	X	X		X		X	X	X	X	
Graduate Contact GradRegAdvisor				X										X	X						X		X	
Schedule Deputy	X													X	X	X		X			X	X	X	
Syllabus Coordinator						X																		
Textbook Coordinator			X																					
UG or PR Advisor		X			X					X				X	X	X	X			X	X	X	X	X

Student Systems Role Request Form and identification of role requester: [purdue.edu/em/esarolerequest](http://purdue.edu/em/esarolerequest)

See page 2 for more details and links

Reg Profiles	Details
	38 Schedule Deputy [REG_SCHEDULE_DEPUTY]
	44 INB Advisor WL [INB_ADVISOR_WL]
	58 Textbook Management User [TEXTBOOK_MGMT_USER]
	91 Grad Registration Advisor [GRAD_DEPT_CONTACT]
	133 Submit a CCR request [CCR_Approver]
	135 Course Syllabus User [COURSE_SYLLABUS_USER]
	139 Athletic Advisor[ATHELETIC_ADVISOR]
	140 Special Registration Approver Departmental Designee [REG_SPECREG_APPROVER_DD]
	141 Registration Program Agent [REG_SPECREG_APPROVER_RPA]
	142 Approve CODO [CCR_CIA_APPROVER]
	144 Special Registration Approver Honors Contract Coord [REG_SPECREG_APPROVER_HONORS]
	145 Candidate Clearance Approver [REG_CAND_CLEAR_APPROVER]
	146 Grade Change Workflow Associate Dean of College [REG_GRADECHANGE_WF_ADC]

### Annual Web Certifications

Data Handling, FERPA, GLBA, Protecting SSN, Title IX

Training	Details
Cognos	<a href="https://www.purdue.edu/bicc/tools/cognos/training/cognos-tool-training.php">https://www.purdue.edu/bicc/tools/cognos/training/cognos-tool-training.php</a>
Credit Evaluation	<a href="mailto:transfercredit@purdue.edu">transfercredit@purdue.edu</a>
Curriculog	<a href="https://www.purdue.edu/bicc/tools/cognos/training/cognos-tool-training.php">https://www.purdue.edu/bicc/tools/cognos/training/cognos-tool-training.php</a>
Grade Change Workflow	<a href="mailto:Jen_Sibray_at_jperment@purdue.edu">Jen Sibray at jperment@purdue.edu</a>
MyPurduePlan	<a href="https://www.purdue.edu/registrar/faculty/advisors/Advisor-Training.html">https://www.purdue.edu/registrar/faculty/advisors/Advisor-Training.html</a>
New/Refresher Advisor	<a href="mailto:Registrar@purdue.edu">Registrar@purdue.edu</a>
Preregistration/Dashboard	<a href="mailto:preregistration@pudue.edu">preregistration@pudue.edu</a>
Registration Workflow	<a href="mailto:Ken_Siu-chong_at_ksiuchon@purdue.edu">Ken Siu-chong at ksiuchon@purdue.edu</a>

### Teams

Reg/UG Channel	<a href="#">Registration and Records</a>
Preregistration	<a href="#">Preregistration- General</a>
Preregistration	<a href="#">Preregistration- Office Hours</a>