

ASUPGA and GEA

The ASU Personalized Graduate Admissions (ASUPGA) process automates ASU graduate admissions offers to eligible ASU undergraduate students in their graduating semester. Graduate Earned Admission (GEA) automates admissions offers to eligible ASU graduate certificate students in their semester of completion of the certificate. Students receive an email with their offers and must choose and accept one of the available program options to become fully admitted. Advisors can view the offers their students receive via a PeopleSoft screen.

PeopleSoft Security Role

The Personalized GR Admission View Only PeopleSoft security role allows advising staff to search for and view eligible students for both ASUPGA and GEA. To request the role:

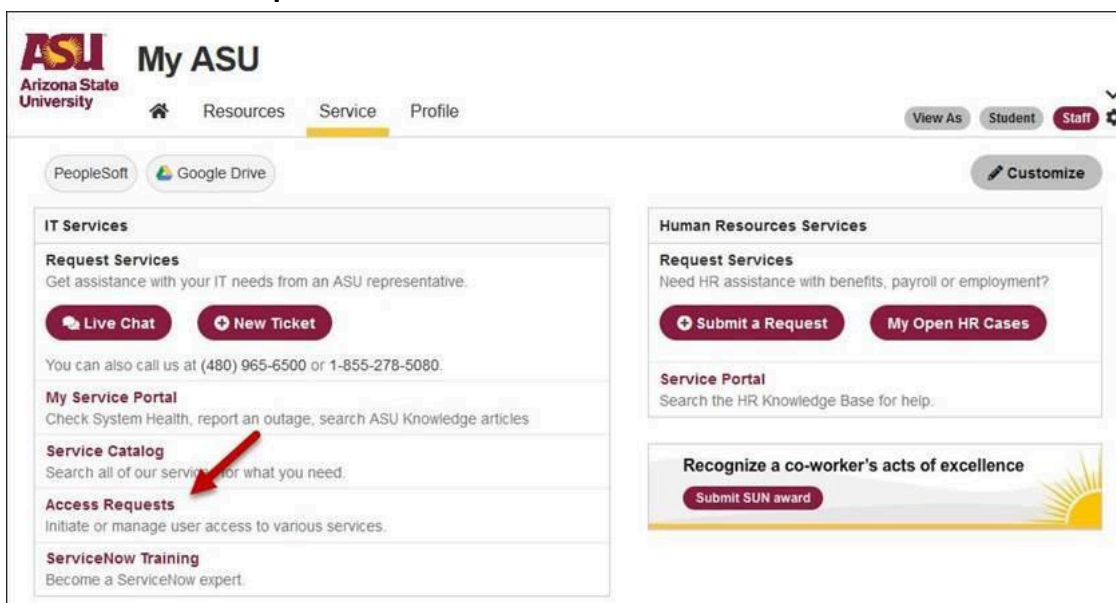
1. Log in to your MyASU and click on **Staff View**.



2. Click on **Service**.



3. Click on **Access Requests**.



4. Click on **PeopleSoft Security**.

The screenshot shows the ASU Service Catalog page for Identity and Access Management. The left sidebar lists categories with counts: Administrative and Business (71), Business Application Lifecycle M... (1), Communication and Collabor... (214), Departmental Catalogs (212), Desktop and Mobile Computing (24), Infrastructure (41), IT Professional Services (133), Research (6), Security (121), and Identity and Access Manage... (95). The main content area is titled 'Identity and Access Management' and includes a description of the ASU ET/GPIS IAM team, hours of availability, costs, and a note about request approval. A table of 'Service Features' lists various services, with a red arrow pointing to 'PeopleSoft Security'.

Service Features	
Role-based Access	Computer Access Accounts
Dashboards (ASU Dashboards)	Data Access (myReports)
Enterprise Password Management (LastPass)	Application Access
Duo security	Peoplesoft Campus Community
PeopleSoft Security	

5. Click on **PeopleSoft – Submit a Role Request**.

The screenshot shows the ASU Service Catalog page for PeopleSoft Security. The left sidebar lists categories with counts: Administrative and Business (71), Business Application Lifecycle Management (1), Communication and Collaboration (214), Departmental Catalogs (212), Desktop and Mobile Computing (24), Infrastructure (41), IT Professional Services (133), Research (6), and Security (121). The main content area is titled 'PeopleSoft Security' and includes a description of the service, hours of availability, costs, and a note about request approval. Two cards are displayed: 'PeopleSoft - Status of Role Request' and 'PeopleSoft - Submit a Role Request'. A red arrow points to the 'PeopleSoft - Submit a Role Request' card.


PeopleSoft - Submit a Role Request	
Submit a PeopleSoft Oasis Security Request	
View Details	



Note: To check the status of your access request, click on **PeopleSoft – Status of Role Request**.

8. Enter your ASUrite ID (End-User's UserID) and click on **Continue**.

ASU PeopleSoft Security Request

Requested Security Access ASURITEs and Purpose

 - Enter the UserID for which you are requesting a change, then click the Continue>> button. The system will evaluate whether this is a new access request or one which has been started but not yet submitted.
- Note: Fields which have a label preceded by an asterisk (*) are required.

*End-User's UserID:   [Continue >>](#)

9. Enter the Purpose for the Access Request. The purpose should briefly explain why you need the access you are requesting (Ex.: As a graduate advisor, I need to be able to view the personalized graduate admission and GEA offers going to graduating students).
Enter your supervisor's ASUrite ID (UserID) and click on **Continue**.


ASU PeopleSoft Security Request

Requested Security Access ASURITEs and Purpose

*End-User's UserID: [View Employee Data](#)

*Purpose for Access Request (maximum of 2 lines)

254 characters remaining

*Supervisor's UserID:  [Continue >>](#)

[Cancel/Reset](#)


10. Click on **Add Roles**.

[Add Role\(s\)](#)  [Add Role Model](#) [Hide Current Unchanged Roles](#)

11. Search for the role(s) you need and check the box to the left of the role. It is listed under the heading **Student and Administration (SA) – Graduate Academic Advising (AA)**

Student and Administration (SA) - Graduate Academic Advising (AA)

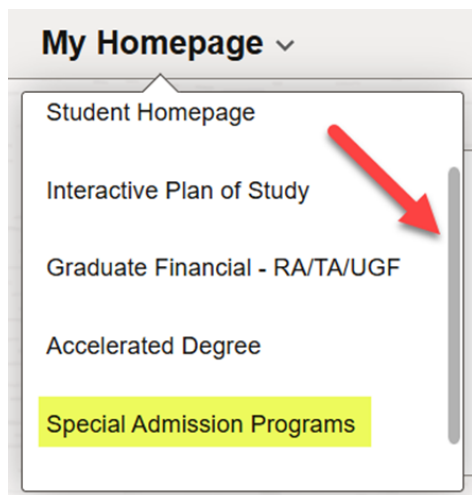
<input type="checkbox"/> Acad Unit POS Super User	<input type="checkbox"/> Accelerated Degree Update
<input type="checkbox"/> Acad Unit POS Supervisor	<input type="checkbox"/> Accelerated Degree View Only
<input type="checkbox"/> Acad Unit POS View Only	<input type="checkbox"/> ASU PGA GEA Mapping
<input type="checkbox"/> Accelerated App Tracking	<input type="checkbox"/> ASU PGA GEA Offers View Only
<input type="checkbox"/> Accelerated App Tracking Admit	



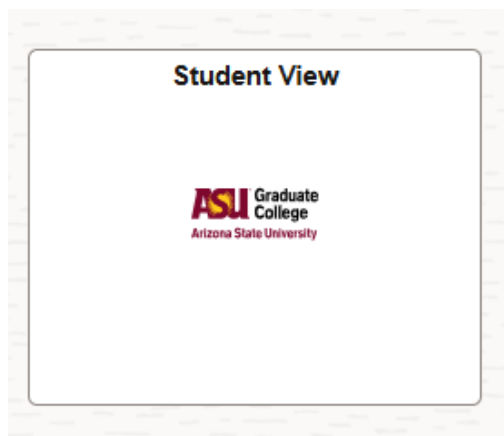
12. Scroll to the bottom of the screen, then click **Save and Return**. Once the access request has been submitted, please allow a few days for processing, as it requires several levels of approval.

Accessing Personalized Grad Admissions

1. Once you receive the email notification that the PS role has been approved, click the My Homepage dropdown menu, use the scroll bar on the right to scroll down, and select **Special Admissions Programs**.



2. Click on **Student View**.



3. Search for a student by entering the Empl ID, or search for all eligible students by entering the Cohort Type (ASUPGA or GEA), the Academic Plan Code, and the Expected Graduation Term of the students being offered admission. Click **Search**.

Search for students by Empl ID or Academic Plan Code.

Search by Student

Empl ID



Additional Search Criteria

Cohort Type	<input type="text" value="v"/>
Academic Plan	<input type="text" value="Q"/>
Expected Graduation Term	<input type="text" value="Q"/>
<input type="button" value="Search"/> <input type="button" value="Clear"/>	

4. Below is an example of a search of students who received ASUPGA offers for the Fall 2025 graduating semester by plan code. Note that the student's decision is displayed in the Status column. A status of Cancelled indicates that the student took no action by the deadline and therefore the offer was cancelled.

Additional Search Criteria

Cohort Type	ASUPGA ▼	Personalized Graduate Admissio
Academic Plan	ASENGBA 🔍	English
Expected Graduation Term	2257 🔍	2025 Fall
<div>Search Clear</div>		

Search Results

Cohort ↑↓	Empl ID ↑↓	Name ↑↓	Academic Plan ↑↓	Campus ↑↓	Exp Grad Term ↑↓	Status ↑↓	
Personalized Grad Admissions	1		ASENGBA	WEST	2257	Accepted	Select
Personalized Grad Admissions	1		ASENGBA	WEST	2257	Cancelled	Select
Personalized Grad Admissions	1		ASENGBA	WEST	2257	Accepted	Select
Personalized Grad Admissions	1		ASENGBA	WEST	2257	Declined	Select

5. Click on **Select** to view the first screen the student sees for the admission offer. Note that they will only appear during the active period when students can select an offer. Another option for advisors to view offers sent to students is to use the [ASUPGA](#) and [GEA](#) dashboards.



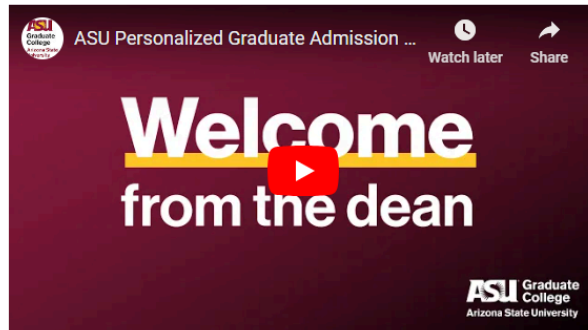
ASU Personalized Graduate Admissions

Congratulations!

We are pleased to offer you admission to an ASU master's degree program. We reviewed the academic achievements of outstanding ASU undergraduate students like you, and we are excited to extend this ASU Personalized Graduate Admissions offer to you for select master's degrees.

Click the button below to view your admission offer. Your admission offer will be available until **11:59 PM June 1, 2024 Arizona time**.

We have also prepared some [frequently asked questions](#) and a short video to assist you with this important decision.



If you have questions about your ASU Personalized Graduate Admissions offer or are having technical issues with this site, please email us at ASUPGA@asu.edu.

[Continue to view program options](#)

- Click **Continue to view program options** to view the admission offers being made to the student. Below is an example.

Name	Undergraduate Degree	English	
Graduation Semester	2024 Spring	Undergraduate Campus / Location	West Valley



Select Your Graduate Program

Your ASU Personalized Graduate Admissions offer is based on your academic background and achievements.

- **Click on the program name.** Learn more about the program requirements, coursework and career opportunities.
- **Select your program.** Accept admission to only one program through this process.

Note: Not all graduate programs or campuses offer admission through ASU Personalized Graduate Admissions. If you are not interested in any of the graduate programs listed below, click on the "Decline Admission Offer" button.

▼ Graduate programs in other colleges and schools

Aging, MS	Edson College of Nursing and Health Innovation	Online	Select
Applied Behavior Analysis, MS	The College of Liberal Arts and Sciences	Tempe	Select
Emergency Management and Homeland Security, MA	Watts College of Public Service and Community Solutions	Online	Select
Global Technology and Development, MS	College of Global Futures	Online or Tempe	Select
Health Care Simulation, MS	Edson College of Nursing and Health Innovation	Online	Select
Healthcare Innovation, MHI	Edson College of Nursing and Health Innovation	Online	Select
Leadership and Management, MLM	Thunderbird School of Global Management	Online	Select
Program Evaluation and Data Analytics, MS	Watts College of Public Service and Community Solutions	Online	Select
Public Administration, MPA	Watts College of Public Service and Community Solutions	Downtown Phoenix	Select

7. Click Select next to the Graduate Program row of interest to view the start semester and open seats/capacity the student sees. To return to the previous screen, click on **Return to Program Selection**.

Name	Undergraduate Degree	English	
Graduation Semester	2024 Spring	Undergraduate Campus / Location	West Valley

Select Campus and Semester

Select the campus location and first semester you will enroll as a graduate student for **Aging, MS**. Although a degree program may be offered on multiple campuses or online, only campus locations and semesters available through ASU Personalized Graduate Admissions will appear here.

Seats available through ASU Personalized Graduate Admissions are first-come, first-served.

Aging, MS

Campus / Location	Semester	Open Seats	
Online	2024 Fall (August)	250	Select
Online	2024 Fall (October)	250	Select
Online	2025 Spring (January)	249	Select
Online	2025 Spring (March)	249	Select

Return to Program Selection

8. To view the screen where the student chooses to accept an offer, click **Select** again. Please note that staff cannot accept an offer on behalf of a student.

Name	Undergraduate Degree	English	
Graduation Semester	2024 Spring	Undergraduate Campus / Location	West Valley



Summary: Accept ASU Personalized Graduate Admissions Offer

Please review and confirm your graduate program selection.

Click on the "Change Selection" button to edit your selection.

Click on the "Accept Offer" button to complete the admission process. **Once you accept your offer, you cannot make changes to your selection.**

You will not be billed tuition until you are enrolled in classes. Refer to the [cost of attendance and funding FAQs](#) for more information about tuition and financial support.

The view only security role cannot accept an offer.

Selected Program

Program	College	Campus / Location	Admission Term
Aging, MS	Edson College of Nursing and Health Innovation	Online	2024 Fall (August)

Change Selection

9. If the student has already accepted an offer of admission, the staff will view the screen as shown below. Note that students can only accept one program.

Personalized Grad Admissions

Name
Undergraduate Degree
Health Care Administration and Policy

Graduation Semester
2024 Spring
Undergraduate Campus / Location
Online

Summary - Accepted

Share your feedback! Complete this quick survey for a chance to win a gift card.
Take survey

Your graduate program selection has been recorded. You will receive your official admission letter and next steps by email soon.

ASU Personalized Graduate Admissions may have additional requirements to be successful in your graduate program. These requirements will be assigned by your program.

Refer to the [frequently asked questions](#) for more information or email ASUPGA@asu.edu with questions. If you have questions about your selected graduate degree, click on the program name below.

Accepted Program

Program	College	Campus / Location	Admission Term
Biostatistics, MS	College of Health Solutions	Downtown Phoenix	2024 Fall (August)

Decision
Program accepted

Decision Recorded
04/09/2024 2:05PM





Recorded by

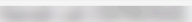
If they decline the personalized graduate admissions offers, they will see this screen.
Note that if they decline the admissions offer, it is permanent and applies to all of the offers.

Declined

ASU

Personalized Grad Admissions



Name 

Undergraduate Degree Health Care Administration and Policy

Graduation Semester 2024 Spring

Undergraduate Campus / Location Online

Summary - Declined


Share your feedback! Complete this quick survey for a chance to win a gift card. [Take survey](#)


Your graduate program selection has been recorded. Please refer to the [frequently asked questions](#) for more information.

If you would like to apply to another graduate program through the standard [graduate admissions](#) process, a full list is available on [degree search](#).

Decision All programs declined

Decision Recorded 04/09/2024 2:09PM

Recorded by 



If the student does not take action by the stated deadline, the offers will display as Cancelled, and the student will need to submit a regular graduate application if they change their mind and want to pursue one of the programs.