

Provost Virtual Student

Spend less time with your data and more with your students



Provost Virtual Student is a web application that lets you automate many of your administrative functions. See if any of the scenarios below fit you.



One Seamless System. Provost Virtual Student is a webapp that collects information in real-time from the different service levels in your organization and moves this data across those service levels, to those who need it.

This integration results in less manual manipulation of data, faster access and fewer errors.

Not all schools operate this way, however. Do any of the following scenarios sound familiar?

Tug-of-War. In some online schools, different departments might try to fill in for one another, updating information that is not their own. This results in a tug-of-war over changes to data, with more chances for error. Provost Virtual Student solves this by letting you assign “roles” within the system, which allows only certain individuals to edit (or even view) specific data.

Fences. In some online schools, various departments may duplicate the efforts of others due to the use of different systems, different formats, or simply because they want to keep their own records. Provost Virtual Student straight-tens this out by giving all departments access to the same data, in the format that each department needs.

Handwriting. It may happen that the person who enters information is not the same person who records it. This often happens during enrollment, when someone in the office will try to decipher the scribbled notes that make up a student’s hand-written application form. Provost Virtual Student solves this problem by providing a customizable, online enrollment form, which field reps can fill out in real-time as they meet with students at registration sites. The enrollment forms prompt for data and are automatically added to the database via the internet. No internet connection at the registration site? No problem. New forms can still be created, to be auto-uploaded when network connection is restored

Form Maker. Many online schools are surprised to learn that they can create their own online enrollment forms in Provost Virtual Student, from questions to fields to layout. Our product gives you the ability to create what you need, or to use our ready-made templates.

Sorting Courses. In a virtual school environment, courses can be led by an instructor (synchronous) or be self-paced (asynchronous). Most virtual schools provide both types, but have no way of differentiating the two types at the time of student sign-up. This requires someone to manually inspect course enrollments after registration to make sure self-paced course licenses and/or instructor capacities are not exceeded, and if they are, to manually reassign those students. Provost Virtual Student, however, lets you specify the type and capacity for each course as you design it, so that no manual intervention is required, with any necessary reassignments being performed automatically as students select their courses.

Matchups. Once students are enrolled, many online schools go through the manual process of assigning the students to an appropriate advisor. Provost Virtual Student takes a simpler approach. We let you assign a “type” to each advisor, so that as students are enrolled, they are automatically matched up with an advisor of the appropriate type. Plus, you can always manually override any auto-selection, too, for maximum control.

Shipping. Once students have selected their courses, they’ll need their supplies: hardware, software, books, etc. Provost Virtual Student integrates to Microsoft Dynamics for seamless order processing and fulfillment.

Quick and Easy Setup. Provost Virtual Student is ready to go “right out of the box,” with many tried-and-true templates and predefined processes and workflows to let you grow from handling hundreds of students, to thousands. Our behind-the-scenes processes deliver a smooth,

seamless user experience to each of your online students.

Why pay a software consulting company to design a proprietary system from scratch when our product provides the service you need at a fraction of the cost.

Provost Virtual Student is a ready-made solution that is *fully customizable*. It fully integrates to other systems such as Blackboard, Microsoft Dynamics, FrontRange HEAT and Interwise ECP Connect.

The screenshot displays the user interface for managing student applications. On the left, there is a 'Menu' and a 'Roles' section. The 'Roles' section contains a table with the following data:

Role Name	Role Privileges
System Administrator	Sys Admin
Instructional Supervisor	Student Setup
School Administrator	School Admin
Admission Administrator	Application Setup Question Setup Student Setup Interview Setup
Admission Staff	Application Setup Question View Interview View Student Setup

The main area is titled 'Manage Applications' and features a 'Submit Application' button at the top right. Below this is a navigation bar with tabs: Student Info (selected), School Info, Child Resides With, Contacts, Policies, Technology, and New Section. The 'Student Info' tab contains a form with 13 numbered fields:

- Student SSN *
- Student First Name: *
- Home/Shipping Address 1: *
- Home/Shipping Address 2:
- City: *
- State: *
- Zip Code: *
- Phone Number: *
- Alt Phone Number:
- Date of Birth * (format: mm/dd/yyyy)
- Birth Place (City)
- Age *
- United States Citizen



2350 Mission College Blvd., Suite 972
 Santa Clara, California 95054
 www.provostsystems.com
 Phone (888) 891-9115
 Fax (408) 416-3241
 sales@provostsystems.com