

## Web-Based Registration

### Summary:

The online enrollment strategic initiative consists of three phases. The first phase, implementing an online payment portal, was successfully completed and reported to the Board previously. The second phase, improving our online application/registration process, is currently underway and scheduled to be completed this summer. The third phase, enhancing student support through online technology, will begin once the other online tools and systems are in place.

In our current phase, the Records & Registration Office has been working closely with Systems Analyst, Paul Hahn, from the newly rebranded Technology Advancement & Support (TAS) department to create an online college application that will directly integrate with Jenzabar. Our current online process is not connected to Jenzabar in any way and requires staff to reenter the data provided by the student. Integrating the online application with our student information system will save staff time and will allow students to register quicker than they can currently.

The online application will have an adaptive interface that will automatically adjust based on information provided by a student. This will accommodate our three basic student types: high school students, students taking teacher certification courses, and traditional students. The application will also allow for document uploads and provide automatic email confirmations. In addition, the registration process will be handled through the MyNPC student portal and will require students to update their contact information every semester. This will help us ensure that we have current information for our students.

Below is an estimated implementation timeline for the project phase-

- **March 2020:** Create the online application form in Drupal within the college's firewall
- **April 2020:** Begin preliminary testing and modification iterations
- **May 2020:** Expand testing, gather feedback, and make final modifications
- **June 2020:** Integrate the application with Jenzabar; build approval process and reports
- **July 2020:** Enhance the student account creation process to reduce waiting times

