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Post Enrollment Requisite Checking (PERC) in Joe'SS

Missouri University of Science and Technology
Office of the Registrar

Path: Curriculum Management > Enrollment Requirements > Post Enroll Req Checking > Enrollment Requirement Roster

The following are step-by-step instructions on how an instructor evaluates students who do not meet the prerequisite for their class. Prerequisites are being checked for all undergraduate students with the exception of students pursuing a second bachelor's degree. Graduate students will not be checked.

- Enter in the information about your class in the search to pull up the Enrollment Requirement Roster.

Favorites | Main Menu > Curriculum Management > Enrollment Requirements > Post Enroll Req Checking > Enrollment Requirement Roster

Enrollment Requirement Roster

Enter any information you have and click Search. Leave fields blank for a list of all values.

| Find an Existing Value |

▽ Search Criteria

Academic Institution:	begins with ▾	ROLLA 🔍
Term:	begins with ▾	4343 🔍
Subject Area:	begins with ▾	MATH 🔍
Catalog Nbr:	begins with ▾	2222
Session:	= ▾	▾
Class Section:	begins with ▾	
Class Nbr:	= ▾	

Search | Clear | Basic Search | 💾 Save Search Criteria

- The names that will show on the roster by default will show the students who currently do not meet the prerequisite for the class. Click on Not Satisfied or Conditionally Satisfied to get more information about the prerequisite and what part of it the student is missing.

Enrollment Requirement Roster (Summary)

2015 Fall Semester | Regular Academic Session | Missouri S&T | Undergraduate

▽ **MATH 2222 - 1A (70842)**

Calculus With Analytic Geometry III (Lecture)

Days and Times	Room	Instructor	Dates
TuWeThFr 8:00AM-8:50AM	Butler-Carlton Hall 00315		08/24/2015 - 12/11/2015

▽ **Enrollment Requirements:**

Math 2222 Prerequisite: Math 1215 or Math 1221 with a grade of "C" or better.

Go To   Run Post Enrollment Requirement Checking

Enrollment Capacity 43

Select Display Option: ● Summary View   ○ Detail View

▼ **Set Filter Options**

filter

Enrollment Status:

Display   ☑ Enrolled (36)   ☑ Waitlisted (0)   ☐ Dropped (2)

Most Recent Requirement Status:

Display students in non-compliance ☑ Not Satisfied (1)   ☑ Conditionally Satisfied (0)

Display other students   ☐ Enrollment Component (0)   ☐ Overridden (0)

☐ Permitted (0)   ☐ Satisfied (35)   ☐ Unknown (0)

Enrolled Students   Personalize | Find | ⤢ | ⊞   First ◀ 1 of 1 ▶ Last

| Requirement Data | Audit / Information Links |

	Select	ID	Name	Drop / Approved Indicator	Enrollment Req Status	Post Enroll Req Status	Status
1	☐			▼	Overridden	Not Satisfied	Enrolled

Select All   Clear All   Go to top

notify selected students

- Box A shows the overview of the prerequisite. The student in this example hasn't taken the prerequisite. For a class that has multiple prerequisites, if the student has completed some of the prerequisites, it will show Satisfied for those items and Not Satisfied for those that are missing.

  Clicking on Box B will show when the last time the PERC process was ran for this student. Box C will show the courses the student has taken and are currently taking and the associated grades. Box D will show the student's credit hours and GPA information.

- If you decided to keep the student in the class, click on the Drop / Approved Indicator dropdown (Box A) and select Approved. Students who have been labeled as Approved will not be dropped from the class. **Please do not select Drop Request. Selecting Drop Requests will stop future checks to see if the student has gotten the requirement resolved.** For students who do not have anything selected, the Registrar's Office will drop these students a week prior to the start of classes.

  Once a selection has been made, click Save (Box B) to save the Drop / Approved Indicator selection.

- A decision for a student can also be made on the main screen by selecting the appropriate Drop / Approved Indicator choice (Box A) and by clicking Save (Box B).

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[filter]

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Enrolled Students   Personalize | Find | ⧉ | ⊞   First ◀ 1 of 1 ▶ Last

| Requirement Data | Audit / Information Links | |

	Select	ID	Name	Drop / Approved Indicator	Enrollment Req Status	Post Enroll Req Status	Status
1	☐			Drop Request ▾	Overridden	Not Satisfied	Enrolled

Select All   Clear All   Go to top

Ⓑ

not selected students

💾 Save | 🔍 Return to Search | ↑▤ Previous in List | ↓▤ Next in List

Ⓐ

PERC Notes

- Doing a Degree Audit Substitution/Waiver form for a class that happens to be a prerequisite for another does not fulfill the prerequisite.
- Students will be periodically notified prior to being dropped that they do not meet the prerequisites for the class. They are being directed to the teaching department of this class to resolve the issue.