

IT Onboarding for WSU Student, Faculty and Staff Access

Classification	LDAP	Email	Email Forwarding	MS Office download eligible (must be included in campus license agreement)	Active Directory (PC access for DeskTech customers and other Security Groups)	Self-Service Access (restricted by Banner data content)	Blackboard	Banner and other administrative systems	Library Access	Explanation
Prospective Students (have not registered for a course)	Upon the creation of a general student record as a result of a significant admit decision is entered.	Upon the creation of a general student record as a result of a significant admit decision is entered.	Not set at creation	24 hours after registering for a class	Upon request of an authorized requester. Manual operation.	Upon being recognized by the application as an active person	none	Not allowed	?	
Students	24 hours after becoming a student, if it wasn't given when the person became an applicant)	24 hours after becoming a student, if it wasn't given when the person became an applicant)	Not set at creation	24 hours after becoming a student, (if it wasn't given when the person became an applicant)	Upon request of an authorized requester. Manual operation.	Upon being recognized by the application as an active person	Automated process, based upon enrollment	Not allowed	24 hours after becoming a student	
PhD Admitted Students	Email and LDAP Access was given when they became a student.							Not allowed	Email and LDAP Access was given when they became a student.	PHD Admitted is determined by having a student program whose degree category is PHD.
Graduates	Email and LDAP Access was given when they became a student.							Not allowed	Not allowed	
Employees	24 hours after having an active primary assignment in HR	24 hours after having an active primary assignment in HR	Not set at creation	24 hours after having an active primary assignment in HR, for ORGN that are part of the campus license agreement	Upon request of an authorized requester. Manual operation.	Upon being recognized by the application as an active person	Automated process, based upon HR	Upon request of BAO or System Custodian	24 hours after having an active primary assignment in HR	
Active Faculty	Access was given when based upon becoming an employee							Upon request of BAO or System Custodian	Access was given when based upon becoming an employee	
Volunteer Faculty listed as Instructor of Record	Access was given based upon becoming an employee (ECLS VO)			Not allowed	Access was given based upon becoming an employee (ECLS VO)			Upon request of BAO or System Custodian	Access was given based upon becoming an employee (ECLS VO)	
Retirees which also include Emeritus Faculty	Access was given when based upon becoming an employee							Upon request of BAO or System Custodian	24 hours after having an retiree assignment in HR	LDAP library token (Ezproxy) given to retired faculty
LTD (all employee types)	Access was given when based upon becoming an employee							Upon request of BAO or System Custodian	Access was given when based upon becoming an employee	
Recall Eligible	Access was given when based upon becoming an employee							Upon request of BAO or System Custodian	Access was given when based upon becoming an employee	
UPG	24 hours after being placed in UPG feed	24 hours after being placed in UPG feed	Not set at creation	24 hours after being placed in UPG feed	Upon request of an authorized requester. Manual operation.	n/a	n/a	not allowed	n/a	
Guests	24 hours after creation as a guest	24 hours after creation as a guest	Not set at creation	Not allowed	Upon request of an authorized requester. Manual operation.	n/a	n/a	Upon request of BAO or System Custodian	??	
DMC	24 hours after being place in the DMC feed	not allowed	not allowed	not allowed	not allowed	n/a	n/a	not allowed	24 hours after being place in the DMC feed	LDAP library token (EZ proxy) and DMC token given