Accessing the ARR: Dual Active program/plan stacks

OBJECTIVE: This quick lesson shows how to run an ARR for a student that is active in two programs at once, such as UGRD and a PBAC.

CONTENTS:

LESSON 1: ACCESSING THE ARR FOR MULTIPLE CAREERS....... PG 2

NEED ADDITIONAL INFORMATION?

For further questions on this process please go to the CMS webpage at http://www.sonoma.edu/it/cms/contact.html to locate the Academic Advising Functional Lead.
Introduction:

A student can have two active Program/Plan Stacks at one time, which has caused problems with the DPR in the past. In PeopleSoft 9.0, the new ARR is able to handle this situation. For example, a student can be working on an Undergraduate Business degree in the Spring semester (UGRD program/plan stack), but has already applied and been accepted to the post baccalaureate MBA degree (PBAC program/plan stack).

This guide will show you how to run the ARR for the Career that you want to view.

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<th>Step</th>
<th>Directions</th>
<th>Screenshot</th>
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<tbody>
<tr>
<td>1</td>
<td>Run an ARR as you normally would, either through the Student Services Ctr (Student) or through the Advisor Center</td>
<td><img src="image" alt="Screenshot" /></td>
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</table>
If a student is active in both a PBAC and a UGRD program, the PBAC ARR is going to display first.

Once on the ARR, if you are seeing a “PBAC” program but you were expecting to see a “UGRD” program, scroll down past the General Information box on the report.

Look for the Select Institution/Career box. (This box only appears if the student is in more than one program)
3 Click the green “Change” button. This will generate the UGRD ARR. Click Change again if you want to go back to review the PBAC report.