

# 5 REASONS

## TO AUTOMATE TRANSCRIPT CAPTURE AND EVALUATION

In the race to secure best-fit students, you need to be fast and agile. Manual processes are anything but. Efficient management of admissions documents and information can be the deciding factor on whether students choose your institution over others.

Here are five key reasons to start automating transcript capture and evaluation.

### 1 APPLICATION NUMBERS ARE INCREASING

**MORE THAN 80%** of high school graduates apply to at least three colleges each year<sup>ii</sup>

**MORE THAN 2.5 MILLION** high school graduates enroll in college each year<sup>i</sup>

35% send their applications to at least **SEVEN COLLEGES**<sup>iii</sup>

### 2 THE TRANSFER POPULATION IS ALSO INCREASING<sup>iv</sup>

OVER **1/3** OF COLLEGE STUDENTS HAVE



**TRANSFERRED AT LEAST ONCE**

**45%** of transfer students have attended

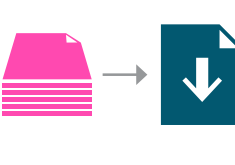


**3 OR MORE COLLEGES**

### 3 INSTITUTIONS RECEIVE MORE TRANSCRIPTS THAN EVER



62% of institutions report an **increase in transcripts issued** in the past five years<sup>v</sup>

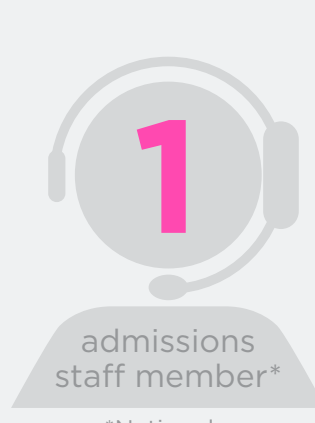


**Paper** is still the most common transcript format, with **PDF rising in popularity**<sup>vi</sup>

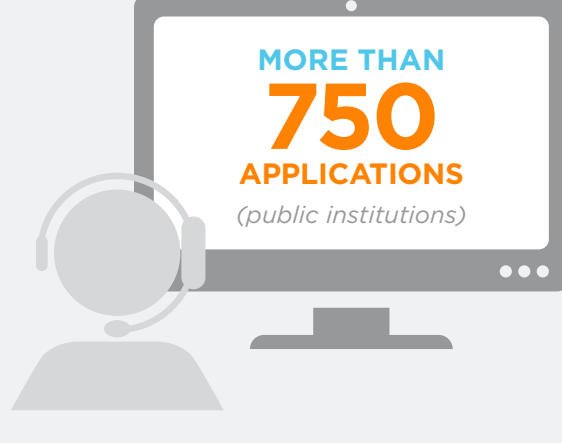


Schools have not fully utilized XML and EDI

### 4 THIS CREATES A GROWING BURDEN ON ADMISSIONS STAFF<sup>vii</sup>



EVERY SEMESTER, EACH ADMISSION OFFICER PROCESSES:

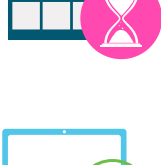


At highly selective institutions, officers process up to **1,000 APPLICATIONS EACH**

### 5 MANUAL TRANSCRIPT PROCESSING CAUSES BOTTLENECKS AND INEFFICIENCIES



Students are forced to **wait weeks or even months** for answers



Staff spend **more time on data entry** instead of higher value activities like student outreach and counseling

#### MANUAL PROCESSING:

Costs more per transcript<sup>viii</sup>

Risks error, which causes rework and frustration



Equip your institution with the right tools to help drive faster decisions. The right solution should provide:

#### ELECTRONIC TRANSCRIPT CAPTURE

Removes the need to manually key in transcript data

#### AUTOMATED TRANSFER COURSE EVALUATION

Removes process bottlenecks

#### STUDENT INFORMATION SYSTEM (SIS) INTEGRATION

Cuts out manual entry and consolidates data

## AUTOMATED TRANSCRIPT CAPTURE IS A WIN-WIN FOR STUDENTS AND YOUR INSTITUTION

Students get faster answers on:

- ✓ Admission status
- ✓ Financial aid
- ✓ Course equivalency
- ✓ Academic pathway programs

By automating transcript capture and evaluation, staff are empowered to focus on higher-value work

- ✓ The manual review process is cut down from **weeks to days**
- ✓ Data entry is eliminated, saving **thousands of hours** of staff time

To learn more, download the ebook [Winning the race for best-fit students](#) or go to [Hyland.com/Transcripts](#).

i. Fast Facts: Immediate transition to college. National Center for Education Statistics  
ii, iii, vii. 2018 State of College Admission Report. National Association for College Admission Counseling  
iv. Transfer & Mobility: A National View of Student Movement in Postsecondary Institutions, Fall 2011 Cohort. National Student Clearinghouse  
v. Official Transcript Types, Cost and Volume: Results of the AACRAO May 2018 60-Second Survey. AACRAO 2018  
vi, viii. Transcript Practices and Costs at U.S. Institutions. American Association of Collegiate Registrars and Admissions Officers