1. **Accelerated App Tool Purpose**: To track prospects, candidates, applicants, currents students, inactive students, and graduates of an accelerated/4+1 program.

2. **PeopleSoft Pathway to Tool**:

   To locate the Accelerated App Tracking tool in PeopleSoft, please follow the pathway below.

![Image of pathway](image)

3. **Status Terminology**:

   Students can be placed into any one of the different types of status buckets below. Graduate advisers only have access to placing students in *prospect* and *candidate* buckets.

   - **Prospect**: Undergraduate Student that has expressed interest, or graduate advisor identified student as a potential candidate for the accelerated program.
     - At this point, unit is not sure if student is qualified.
     - Units can assign this to any all-star student who are in good academic standing and are on track.
       - Students get notification on their MYASU after reaching 60 credit hours.
     - **Prospects who are no longer eligible can be withdrawn. However, if they become eligible again, they can be added back as a prospect.**

   - **Candidate**: Undergraduate Student has been identified by graduate advisor as qualified for accelerated program.
     - At this point, unit is waiting for the student to apply to the program. (Student can apply or be encouraged to apply around 90 hours)

   - **Applicant**: Undergraduate Student has applied to Master’s portion of the accelerated program.

   - **Student**: Student has been admitted to the Master’s portion of the accelerated program.

   - **Acc Track Inactive**: Student is no longer active in the program.

   - **Graduate**: Student has graduated from the program

   **A report after the 21st of each month will be generated to let advisers know which students deactivated themselves from the program.**

4. **Questions?** If you have any further questions about how to use the Accelerated App Tracking Tool, please contact your Graduate Education Liaison/Coordinator.