Dear Faculty and Student Support Staff,

We are writing to provide you with an update on our transition to Workday Student. We want to ensure that you have continued updates on our progress.

As you know, our goal is to implement Workday Student, which is a cloud-based student information system that will help us manage student data and provide more personalized services to our students. We are pleased to report that our project team is making excellent progress, and we remain on track for our **September 2023 Phase One launch.**

We understand that change can be difficult, but we believe that this move will be essential in fulfilling our 2020-2025 strategic plan and ensuring that our infrastructure can support our students' needs.

Here's what you can expect as we transition to Workday Student:

Our project team is currently testing the functionality that will go live with Phase One, which we plan to launch in September 2023. This phase will establish the foundational structure for our programs of study, courses, and the academic calendar for the Fall 2024 term. Starting from this term, new student recruiting and admissions for Fall 2024 and forward will occur through Workday. Upon admission, new students can complete new student onboarding tasks and manage their personal information through Workday.

Registration for the Fall 2024 term will occur in Workday when registration opens in Spring 2024. We understand that this will be a significant change, but we are confident that our faculty and staff will be able to adapt to the new system with proper training and support.
To help with this transition, we are launching a new CougarWeb website that will house all relevant Workday Student updates. This website will include training resources, details on local change agents (need to explain what change agents are), and frequently asked questions. We hope that this website will be a useful resource for all of our faculty and staff.

To give you a head start, here are some frequently asked questions about Workday Student:

1. What is Workday Student, and how is it different from our current system?

Workday Student is part of the Workday Platform (HCM) and is a cloud-based student information system that provides a unified view of student data, including academic, financial, and personal information. It is different from the current system because it offers more personalized services to our students, streamlines administrative processes, and provides real-time analytics and reporting.

2. How will Workday Student benefit our students?

Workday Student will benefit our students in several ways. It will provide them with more personalized services, such as targeted communications and notifications. It will allow students greater access through Workday's mobile app. It will also streamline administrative processes, making it easier for students to make academic plans, enroll in courses, complete financial aid action items, and manage their personal information.

3. Will Workday Student affect my daily work?

Workday Student will change the way we manage student, course, and program information. It will also provide more efficient processes and greater reporting and analytics.

4. Will I need to learn new skills to use Workday Student?

Yes, you will need to learn how to use Workday Student, but we will provide you with training and support to help you stay up to speed.

5. How can I stay informed about the Workday Student rollout?

You can stay informed by visiting the new CougarWeb website, where we will be posting updates and training resources. We also have local change agents available who will be able to provide additional support and answer any questions.

We hope that this message has been helpful in providing you with more information about our transition to Workday Student. We will be sending additional information as we get closer to Phase One. Introductory sessions to Workday Student will occur beginning August 2023.

We appreciate your patience and support as we move forward with this important initiative. Please don't hesitate to [reach out to us](#) if you have any further questions or concerns.

Best Regards,

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 Andrew Campbell

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David Stephens