Unite Education Program v10.0
Job Aid: ASO1

About Unite Applicant Status Online (ASO)

The Applicant Status Online (Unite ASO) takes the look and feel of the ACES[2] ASO screen that your applicants see when they check the status of their application to your school. This includes the applicant's contact information, fees, email communications sent by your school, scholarship awards, transcripts, letters of recommendation, and a requirements checklist. However, instead of displaying current and decision statuses, Unite ASO displays application status and application substatus(es). In addition, targeted messages are based on these new status and substatus combinations.

Accessing Unite ASO

The Unite ASO link (url) is different from the ACES[2] ASO url. It is found in Unite under Utilities/Form Design/Applicant Status Online. It is at the bottom of this page. Place the link wherever you wish to share this with your applicants. Examples: Posting the URL on your school's website or sending it through an email communication

Applicants log into your school's Unite ASO portal using their LSAC logon credentials. This new way to log in allows the applicants to self-manage their account. There is no need for you to provide the applicants the ASO username or password. Moreover, there is no need for you to unlock user accounts and reset passwords. The applicants handle this themselves. If the applicants do not have an LSAC account, they can create one at no cost.

Previewing Unite ASO in a person's record

You can preview an individual's Unite ASO page directly from the person's record. Click on the ASO Preview link found in the Applications area.

Launching Unite ASO

When you are ready to launch Unite ASO, replace the ACES[2] ASO link with the Unite ASO link wherever you have this posted. Edit all existing emails containing ACES[2] ASO login information with information how to access the Unite ASO portal. Create a new Unite ASO email communication, if needed. If you want to automate the email communication, create a segment and customer journey in Dynamics.

Monitoring Unite ASO Usage

You can monitor the applicant's usage of Unite ASO to see how many times the applicant logged into the page and the date when last logged into the page.

This information is located in the Applications area of person's record in the Program section.