Please enter your User Identification Number (your employee or student ID) and your Personal Identification Number (PIN). When finished, select Login.

To protect your privacy, please Exit and close your browser when you are finished.

For additional assistance, please contact:
  - Undergraduate Applicants for Financial Aid: fina@rice.edu
  - Student records: registrar@rice.edu
  - Human resource/employee records: people@rice.edu

NOTE: If you have forgotten your PIN please use the hint feature by entering your User ID and clicking the "Forgot PIN" button. You will then be prompted for your hint.

User ID: 
PIN: 

Login  Forgot PIN?
Welcome, Wayne Robinson, to Esther, the Employee and student tools, help and electronic resources system! Last web access on Aug 24, 2016 at 03:29 pm

- Visitor Portal
- United Way 2015-2016
  - United Way contribution
- Rice University Emergency Notification System
  - Enter information to be used for CAMPUS-WIDE emergencies; NOTE - Verification is required for student registration.
<table>
<thead>
<tr>
<th>Need Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waiting for Visitor</td>
</tr>
<tr>
<td>Waiting for Approval</td>
</tr>
<tr>
<td>Waiting for OISS</td>
</tr>
<tr>
<td>Active Visitors</td>
</tr>
<tr>
<td>Terminated and Rejected Visitors</td>
</tr>
<tr>
<td>Sponsor New Visitor</td>
</tr>
</tbody>
</table>
Name(s) of the project(s) in which the individual will participate: *

Test Project A

Description of the project(s) in which the individual will participate: *

A fabricated test project with absolutely no purpose.

Purpose(s) for requesting academic visitor status for this individual (check all that apply): *

- [ ] Training (self or others)
- [x] Learning
- [x] Observing
- [ ] Engaging in academic research (including artistic / creative works) with Rice people
- [ ] Engaging in industrial research with Rice people
- [ ] Engaging in independent research (including artistic / creative works)
- [ ] Participating in a Rice outreach program
- [ ] Using shared equipment authority equipment
- [ ] Gaining access to resources to transition out of Rice, as a recently graduated Rice student
- [ ] Gaining access to resources to transition out of Rice, as a postdoc or other individual who is no longer an employee (this individual is no longer working on behalf of Rice)

Note: Academic visitors are not Rice employees and may not be paid salary, wages, or bonuses. If you anticipate paying this individual salary, wages, or bonuses, contact Human Resources to discuss employment arrangements.
My Visitors

Name and Email
Visitor Purpose
Request Resources
Dates and Sponsor

Will the academic visitor be physically present on the Rice University campus? *
- [ ] YES  - [ ] NO

Will the academic visitor be spending time during the requested dates for the Rice visit at any other site(s) or location(s) (e.g., national research lab, other university, field work, Texas Medical Center, etc.)? *
- [ ] YES  - [ ] NO

Resources desired (please select only applicable resources; please note that fees and restrictions may apply for each): *

- [ ] YES  - [ ] NO  Rice ID Card
- [ ] YES  - [ ] NO  Card access

List the areas (building name and room number) to which the visitor will need card access:

- [ ] [ ]

- [ ] YES  - [ ] NO  Physical key

List the areas (building name and room number) to which the visitor will need physical key access:

- [ ] [ ]

- [ ] YES  - [ ] NO  Library check-out privileges
- [ ] YES  - [ ] NO  Recreation center
- [ ] YES  - [ ] NO  Parking sticker

IT access:
- [ ] No IT access
- [ ] Basic IT access
- [ ] Full visitor IT services
- [ ] Special IT services (VPN)

As a sponsor you are responsible for any outstanding expenses related to the resources provided to your visitor (such as library fines, lost keys, parking violations, etc.). Please provide fund and org to be charged:


Please wait; you must make a choice from the list presented.
Visitor dates: *

From: 2016-09-01  
To: 2016-11-01

Visitor sponsor: *

Kirby, Kevin E. (Vice President for Administration)

Please wait: you must make a choice from the list presented

Sponsor's designee (if applicable):

Robinson, Wayne (Human Resources)

Please wait: you must make a choice from the list presented

Note: In general, Academic Visitors are required to upload a curriculum vitae (CV). If you think this requirement shouldn't apply to your visitor, please check the box below and explain why.

- No CV  
- CV Required

Prev  Complete: Send to Visitor  Delete Prospective Visitor
CANNOT CONTINUE (Request Resources): must specify key areas if granting a physical key.

Visitor name: *

Name: James A. Anderson Jr.

Visitor e-mail address: *

wayne@rice.edu

Rice email, if applicable: @rice.edu
Will the academic visitor be physically present on the Rice University campus?*
- [ ] Yes
- [ ] No

Will the academic visitor be spending time during the requested dates for the Rice visit at any other site(s) or location(s) (e.g., national research lab, other university, paid work, Texas Medical Center, etc.)?*
- [ ] Yes
- [ ] No

Resources desired (please select only applicable resources; please note that fees and restrictions may apply for each): *
- [ ] Yes
- [ ] No
  - Rice ID Card
  - Card access

List the areas (building name and room number) to which the visitor will need card access:

- Keck 100

Physical key
- [ ] Yes
- [ ] No

List the areas (building name and room number) to which the visitor will need physical key access:

- Keck 100

Library check-out privileges
- [ ] Yes
- [ ] No

Recreation center
- [ ] Yes
- [ ] No

Parking stiolor
- [ ] Yes
- [ ] No

IT access:
- [ ] No IT access
- [ ] Basic IT access
- [ ] Full visitor IT services
- [ ] Special IT services (VPN)

As a sponsor you are responsible for any outstanding expenses related to the resources provided to your visitor (such as library fines, lost keys, parking violations, etc.). Please provide fund and org to be charged: *

- Fund: A1
- Org: 555010 - Risk Management

Please wait: you must make a choice from the list presented
My Visitors

Need Action
Waiting for Visitor input
Waiting for Approval
Waiting for OISS
Active Visitors
Terminated and Rejected Visitors
Sponsor New Visitor

Waiting for Visitor input
Waiting for Visitor input
V00001500: Anderson, James A.
V00001496: Robinson, Wayne E.

as of 2016-08-24
as of 2016-08-10
NOTE: The following message was sent to James A. Anderson.

Dear James A. Anderson,

Kevin E. Kirby has requested that certain resources from Rice University be provided to you for a limited time. To do so, you must obtain visitor status, which requires you to answer questions in the form at the link below.

Please write down or otherwise note your temporary Rice ID: V00001500

Please note that you must return the form within thirty days or the system will delete it.

https://testweb8.rice.edu/selfservedev/lbwzkvvisitor.new_visitor?visitor=V00001500&token=QA79T8DI5X8TDGZ

Kindly yours,
Rice University
Welcome, visitor Anderson, James (V00001500).

Please choose below if you are or have been affiliated with Rice and have an account in ESTHER, or if you have never been a student, employee, or student applicant at Rice:

<table>
<thead>
<tr>
<th>Prior or Current Rice Affiliation</th>
<th>No Rice Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>If you are or were a</td>
<td></td>
</tr>
<tr>
<td>• Current or former student</td>
<td></td>
</tr>
<tr>
<td>• Current or former employee, staff, or faculty</td>
<td></td>
</tr>
<tr>
<td>• Current or former visitor</td>
<td></td>
</tr>
<tr>
<td>• Student Applicant to Rice</td>
<td></td>
</tr>
</tbody>
</table>

and have or have had a Rice ID number and an account in ESTHER, then please use the button below to log in to your ESTHER account. Please use the button below even if you don't remember your Rice ID; you will see instructions on how to retrieve it.

LOG IN
Please enter your User Identification Number (your employee or student ID) and your Personal Identification Number (PIN). When finished, select Login.

To protect your privacy, please Exit and close your browser when you are finished.

For additional assistance, please contact:

- Undergraduate Applicants for Financial Aid: fina@rice.edu
- Student records: registrar@rice.edu
- Human resource/employee records: people@rice.edu

NOTE: If you have forgotten your PIN please use the hint feature by entering your User ID and clicking the "Forgot PIN" button. You will then be prompted for your hint.

User ID: 

PIN: 

Login  Forgot PIN?
Welcome, visitor Anderson, James (V00001500).

Please choose below if you are or have been affiliated with Rice and have an account in ESTHER, or if you have never been a student, employee, or student applicant at Rice:

<table>
<thead>
<tr>
<th>Prior or Current Rice Affiliation</th>
<th>No Rice Affiliation</th>
</tr>
</thead>
</table>

If you have **never** been a student, employee, staff, faculty, visitor, or student applicant to Rice, please set your PIN code below and you will be redirected to the ESTHER login page.

Your PIN must be 6 to 15 numbers and characters.

**Choose PIN:**

choose a PIN

**Repeat PIN:**

repeat the PIN

**Note:** Your permanent Rice ID is **V00001500**.

Submit PIN
Welcome, visitor Anderson, James (V00001500).

Please choose below if you are or have been affiliated with Rice and have an account in ESTHER, or if you have never been a student, employee, or student applicant at Rice:

- Prior or Current Rice Affiliation
- No Rice Affiliation

If you have never been a student, employee, staff, faculty, visitor, or student applicant to Rice, please set your PIN code below and you will be redirected to the ESTHER login page.

Your PIN must be 6 to 15 numbers and characters.

Choose PIN: *

V00001500

Repeat PIN: *

V00001500

Note: Your permanent Rice ID is V00001500.

Submit PIN
Please enter your User Identification Number (your employee or student ID) and your Personal Identification Number (PIN). When finished, select Login.

To protect your privacy, please Exit and close your browser when you are finished.

For additional assistance, please contact:

- Undergraduate Applicants for Financial Aid: fina@rice.edu
- Student records: registrar@rice.edu
- Human resource/employee records: people@rice.edu

NOTE: If you have forgotten your PIN please use the hint feature by entering your User ID and clicking the "Forgot PIN" button. You will then be prompted for your hint.

User ID: V00001500
PIN: **********

Login  Forgot PIN?

Esther Privacy
RELEASE: 8.8

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Use of this software is limited to Ellucian licensees, and is subject to the terms and conditions of one or more written license agreements between Ellucian and such licensees.
Please enter your new Security Question and Answer and click Submit.

Please take care in establishing your security question. Do not use a question/response that can be easily guessed or researched, such as a birthday or other important piece of information that others may know or can discover.

Please Confirm your Pin: ____________________

**Question:** ____________________

**Answer:** ____________________

[Submit] [Reset]
Please enter your new Security Question and Answer and click Submit.

Please take care in establishing your security question. Do not use a question/response that can be easily guessed or researched, such as a birthday or other important piece of information that others may know or can discover.

Please Confirm your Pin: ●●●●●●●●

Question: What is your pin?
Answer: V00001500

Submit  Reset
Welcome, James A. Anderson, to Esther, the Employee and student tools, help and electronic resources system!

**Visitor Portal**

**Rice University Emergency Notification System**
- Enter information to be used for CAMPUS-WIDE emergencies; NOTE - Verification is required for student registration.

**Personal Information**
- View/update address information
- View/update your contact information for PERSONAL emergency situations
- Review name or social security number change information
- Change your PIN

**Faculty/Staff Giving**
- Click for a printable pledge form to contribute to the Rice Fund, cause, or department of your choice. For additional information on giving to Rice, please click here.

Esther Privacy
RELEASE: 8.8

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Kirby, Kevin E. has requested Rice University resources on your behalf. Please complete the information below.

Name, as it appears on your passport or social security card: *

Anderson  
James  
A  
Jr.

Last name/surname  First name/given name  Middle name  Suffix

Sex, as it appears on your visa, passport or social security card: *

Female  Male

Your date of birth: *

YYYY-MM-DD

Your email address:
wayne@rice.edu

Next ➡️
Kirby, Kevin E. has requested Rice University resources on your behalf. Please complete the information below.

Name, as it appears on your passport or social security card:

- [Name Field]

Last name/surname: [Anderson]
First name/given name: [James]
Middle name: [A.]
Suffix: [Jr.]

Sex, as it appears on your visa, passport or social security card:

- Female
- Male

Your date of birth:

- [Date Field] 1960-01-01

Your email address:

- [Email Field] wayne@rice.edu

Log Out
Do you have a spouse, partner, or other relative(s) working or studying at Rice?

- [ ] YES
- [ ] NO
Please note that you must complete this form within 30 days.

Name and Email
Rice Affiliation
Student/Employee Info
Citizenship Info
Legal Info
Address and Emergency Contact
Upload/View Files
Certification
Please note that you must complete this form within 30 days.

I am currently employed: *
- YES
- NO

Organization: *
- Princeton University

Your Title/Position: *
- Director of Programs

I am currently a student: *
- YES
- NO
Please note that you must complete this form within 30 days.

Country of birth:

City of birth:

I have U.S. citizenship or U.S. permanent residency:

I have citizenship in other countries:

I have permanent residency in other countries:
Please note that you must complete this form within 30 days.

Country of birth: *
- UNITED STATES OF AMERICA

City of birth: *
- Princeton, NJ

I have U.S. citizenship or U.S. permanent residency: *
- YES
- NO

I have citizenship in other countries: *
- YES
- NO

I have permanent residency in other countries: *
- YES
- NO
Please note that you must complete this form within 30 days.

<table>
<thead>
<tr>
<th>Legal info</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address and</td>
<td></td>
</tr>
<tr>
<td>Emergency Contact</td>
<td></td>
</tr>
<tr>
<td>Upload/View Files</td>
<td></td>
</tr>
<tr>
<td>Certification</td>
<td></td>
</tr>
<tr>
<td>Name and Email</td>
<td></td>
</tr>
<tr>
<td>Rice Affiliation</td>
<td></td>
</tr>
<tr>
<td>Student/Employee</td>
<td></td>
</tr>
<tr>
<td>Info</td>
<td></td>
</tr>
<tr>
<td>Citizenship Info</td>
<td></td>
</tr>
</tbody>
</table>

I have been convicted of, or pled guilty to, any felony or misdemeanor crime, including DUls (Driving Under the Influence [of substance(s)]) or DWls (Driving While Intoxicated): *
[ ] YES  [ ] NO

I am presently charged with any felony or misdemeanor violations of the law, including DUls (Driving Under the Influence [of substance(s)]) or DWls (Driving While Intoxicated): *
[ ] YES  [ ] NO
Please note that you must complete this form within 30 days.

**Name and Email**
- **Required:** Please enter your address and phone number information [here](#). Return to this screen by selecting the “Visitor” tab above.

**Rice Affiliation**

**Student/Employee Info**

**Citizenship Info**

**Legal Info**

**Address and Emergency Contact**

**Upload/View Files**

**Certification**

**Rice will notify you of campus-wide alerts at the following phone and email address(es):**

**Note:** You may enter or update your alert contact information [here](#). Return to this screen by selecting the “Visitor” tab above.
Update Addresses and Phones - Update/Insert

Required fields for address update are:
- Address Line 1
- City
- U.S. State OR Country if not in U.S. A.
- ZIP or Postal Code

Address Line 1: 
Address Line 2: 
Address Line 3: 
City: 
State or Province: Not Applicable
ZIP or Postal Code: 
Nation: Not Applicable

Primary Phone Number For This Address:

<table>
<thead>
<tr>
<th>Area Code</th>
<th>Phone Number</th>
<th>Extension</th>
<th>International Access Code and Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Submit  Reset

Select a Different Address to Update

[ View Address(es) and Phone(s) ]
Update Addresses and Phones - Update/Insert

Required fields for address update are:
- Address Line 1
- City
- U.S. State OR Country if not in U.S.A.
- ZIP or Postal Code

| Address Line 1: | 1357 South St |
| Address Line 2: | |
| Address Line 3: | |
| City: | Princeton |
| State or Province: | New Jersey |
| ZIP or Postal Code: | 11111 |
| Nation: | Not Applicable |

Primary Phone Number For This Address:

<table>
<thead>
<tr>
<th>Area Code</th>
<th>Phone Number</th>
<th>Extension</th>
<th>International Access Code and Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>214</td>
<td>123-4567</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

[ View Address(es) and Phone(s) ]
Update Addresses and Phones - Select Address

Below is your current address(es) and phone number on file in Banner.

- If you wish to **UPDATE** an existing home address or phone number, select the "CURRENT" link next to the corresponding address. Once appropriate fields have been changed, select the submit button at the bottom of the page.

- Faculty/Staff: If you wish to **UPDATE** Rice campus directory data (campus address or phone), please contact your department coordinator/administrator.

**WARNING:** Changing your addresses may affect the address used for the mailing of your annual W-2 Statement, correspondence or billing statements, depending on your status of Employee or Student. Please see the HELP menu in the upper right corner for further details.

Please do not include symbols such as ., -, or # in your address, as these are not allowed based on USPS standards.

**Employees,** please see the HELP menu for further information on changing your address with benefit providers, including Fidelity and TIAA-CREF.

Change of address information and USPS forms are available through this link.

**Students:**
- Return to Address Verification
- Return to Registration

Addresses and Phones

<table>
<thead>
<tr>
<th>Permanent</th>
<th>Phones</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current: Aug 24, 2016 to (No end date)</td>
<td>Primary: 214-1234567</td>
</tr>
<tr>
<td>1357 South St, Princeton, New Jersey 08540</td>
<td></td>
</tr>
</tbody>
</table>

⚠️ There are no addresses available for you to add.

[View Addresses and Phones]

[Clicking on Visitor Portal tab takes you back to the Name and Email screen. You must then click Next on each screen until reaching Address and Emergency Contact screen again.]
Please note that you must complete this form within 30 days.

Your mailing address(es) and phone number(s):

1357 South St
Princeton, NJ 11111
(214) 1234567

Note: You may update your address and phone number information here. Return to this screen by selecting the "Visitor" tab above.

Required: Please enter your emergency contact and phone number information here. Return to this screen by selecting the "Visitor" tab above.

Rice will notify you of campus-wide alerts at the following phone and email address(es):

Note: You may enter or update your alert contact information here. Return to this screen by selecting the "Visitor" tab above.
Update Emergency Contacts

Enter a new emergency contact below. When finished, click Submit Changes.

Remove Contact: 
Order: 1
Relationship: Not Applicable
First Name: 
Middle Name: 
Last Name: 
Address Line 1: 
Address Line 2: 
Address Line 3: 
City: 
State or Province: Not Applicable
Zip or Postal Code: 
Country: Not Applicable
Area Code: 
Phone Number: 
Extension: 

Submit Changes  Reset

[ View Emergency Contacts ]
Update Emergency Contacts

Enter a new emergency contact below. When finished, click Submit Changes.

Remove Contact: [ ]
Order: 1
Relationship: Father
First Name: Andrew
Middle Name: A.
Last Name: Anderson
Address Line 1: 7531 North St
Address Line 2:
Address Line 3:
City: Princeton
State or Province: New Jersey
Zip or Postal Code: 11112
Country: Not Applicable

<table>
<thead>
<tr>
<th>Area Code</th>
<th>Phone Number</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>214</td>
<td>321-7654</td>
<td></td>
</tr>
</tbody>
</table>

[Submit Changes] [Reset]

[Clicking on Visitor Portal tab takes you back to the Name and Email screen. You must then click Next on each screen until reaching Address and Emergency Contact screen again.]
Your mailing address(es) and phone number(s): *

1357 South St
Princeton, NJ 11111
(214) 1234567

Note: You may update your address and phone number information here. Return to this screen by selecting the "Visitor" tab above.

Required: Please enter your emergency contact and phone number information here. Return to this screen by selecting the "Visitor" tab above.

Rice will notify you of campus-wide alerts at the following phone and email address(es):

Note: You may enter or update your alert contact information here. Return to this screen by selecting the "Visitor" tab above.
[Clicking on Visitor Portal tab takes you back to the Name and Email screen. You must then click Next on each screen until reaching Address and Emergency Contact screen again.]
Please note that you must complete this form within 30 days.

- You have not uploaded any files.
- You are required to upload a curriculum vitae (CV).

[Upload a New File]
Upload a File

Version: new
Description: Fake CV
Choose file: Browse... Fake CV.pdf

Cancel  Upload
Please note that you must complete this form within 30 days.

Successfully uploaded file "Fake CV".
I certify that:
This is a true, accurate, and complete representation of the nature and extent of the information requested.

☐ YES  ☐ NO

Should I be granted access to Rice and its resources, I will comply with all applicable Rice policies.

☐ YES  ☐ NO
I certify that:

This is a true, accurate, and complete representation of the nature and extent of the information requested. *

- [ ] YES  - [ ] NO

Should I be granted access to Rice and its resources, I will comply with all applicable Rice policies. *

- [ ] YES  - [ ] NO
Kirby, Kevin E. has requested Rice University resources on your behalf. Please complete the information below.

Name, as it appears on your passport or social security card: *

Last name/surname: Anderson

First name/given name: James

Middle name:

A.

Jr.

Suffix:

Sex, as it appears on your visa, passport or social security card: *

Female

Male

Your date of birth: *

56 years old

1960-01-01

Your email address: wayne@rice.edu
Update Emergency Contacts

Enter a new emergency contact below. When finished, click Submit Changes.

<table>
<thead>
<tr>
<th>Remove Contact</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Orders</td>
<td>1</td>
</tr>
<tr>
<td>Relationship</td>
<td>Father</td>
</tr>
<tr>
<td>First Name</td>
<td>Andrew</td>
</tr>
<tr>
<td>Middle Name</td>
<td>A.</td>
</tr>
<tr>
<td>Last Name</td>
<td>Anderson</td>
</tr>
<tr>
<td>Address Line 1</td>
<td>7531 North St</td>
</tr>
<tr>
<td>Address Line 2</td>
<td></td>
</tr>
<tr>
<td>Address Line 3</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>Princeton</td>
</tr>
<tr>
<td>State or Province</td>
<td>New Jersey</td>
</tr>
<tr>
<td>Zip or Postal Code</td>
<td>11112</td>
</tr>
<tr>
<td>Country</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>Area Code</td>
<td>214</td>
</tr>
<tr>
<td>Phone Number</td>
<td>321-7654</td>
</tr>
<tr>
<td>Extension</td>
<td></td>
</tr>
</tbody>
</table>

[View Emergency Contacts]
Your mailing address(es) and phone number(s): *
1357 South St
Princeton, NJ 11111
(214) 1234567

Note: You may update your address and phone number information here. Return to this screen by selecting the "Visitor" tab above.

Your emergency contact(s): *
Father: Anderson, Andrew
7531 North St
Princeton, NJ 11112
(214) 321-7654

Note: You may update your emergency contact and phone number information here. Return to this screen by selecting the "Visitor" tab above.

Rice will notify you of campus-wide alerts at the following phone and email address(es):
Note: You may enter or update your alert contact information here. Return to this screen by selecting the "Visitor" tab above.
Thank you - information successfully submitted. Waiting for Rice University to review and approve.

Name, as it appears on your passport or social security card: *

- Last name/surname: Anderson
- First name/given name: James
- A.:
- Suffix:

Sex, as it appears on your visa, passport or social security card: *

- Female
- Male

Your date of birth: *

- 56 years old: 1960-01-01

Your email address:

wayne@rice.edu

Next ➔
Dear Wayne Robinson,

James A. Anderson has provided information for your review. Please review it on the Visitors Portal at https://testweb8.rice.edu/selfservedevl/twbkwbis.P_WWWLogin?RET_CODE=visitor and decide how you want to proceed with your request to provide visitor status to James A. Anderson.
## My Visitors

### Need Action
- Waiting for Visitor
- Waiting for Approval
- Waiting for OISS
- Active Visitors
- Terminated and Rejected Visitors

### Sponsor New Visitor

<table>
<thead>
<tr>
<th>Terms</th>
</tr>
</thead>
<tbody>
<tr>
<td>OOA</td>
</tr>
<tr>
<td>TOA</td>
</tr>
<tr>
<td>HR</td>
</tr>
<tr>
<td>OISS</td>
</tr>
</tbody>
</table>

**OA**
One-over (departmental) approver.

**TOA**
Two-over (school/division) approver.

**HR**
Human Resources department.

**OISS**
Office of International Students & Scholars.

### Key to Status Names

- **Visitor created**
  Sponsor has created visitor application but not yet sent to visitor.

- **Visitor deleted**
  Application deleted by sponsor before sending to visitor.

- **Application rejected**
  Application rejected by an approver.

- **Active**
  Visitor is approved to be on campus.

- **Visitor terminated**
  After being active, the visit was terminated at or before end date.
NOTE: The following message was sent to Wayne E. Robinson.

Dear Wayne E. Robinson,

This message is to remind you that you only have ten more days to complete your visitor application form [https://testweb8.rice.edu/selfservice/ltvwkwib8_P_WWWLogin?RET_CODE=visitor](https://testweb8.rice.edu/selfservice/ltvwkwib8_P_WWWLogin?RET_CODE=visitor). If the form is not completed within this timeframe, your visitor application will be canceled.

Kindly yours,

Rice University