

University of Montana Identity Management
Procedure for Creating NetIDs and Umontana Aliases for

Students

December 12, 2007

Students are given a UM NetID and Umontana.edu Email Alias based on information that is maintained in the Banner Enterprise Information System. The Student NetID is in the format fl123456. A student, who is also an employee, could have two NetIDs. There are three types of students supported by this process:

Prospective Students – these are identified in Banner as having an Application Record (SARADAP) for a current or future term

Admitted Students – these are identified in Banner as having an Application Record (SARADAP) and an Admitted Record (SARRAPPD) for a current or future term

Enrolled Students – these are identified in Banner as having an Enrollment Record (SFBETRM) for the current term. There is no requirement that Fees are Paid for the term – just that they are registered for the term. The normal Banner Cancellation process will remove anyone from this group who has registered and not paid fees by designated dates. The terms selected for inclusion are based on the Web Registration Table (maintained by the Registrar’s Office). Terms “start” based on the Start Date in the Web Registration Table (SORRTRM) and “end” based on the End Date of the Term as identified in the Term Code Table (STVTERM). At present the only terms identified in this table are UofM “Regular Terms”: Fall, Fall Law, Spring, Spring Law and Summer.

A purge of students occurs at third week in Fall Semester and Spring Semester. During this purge any Students who are not currently Registered or identified as Prospective or Admitted for a Future Term, are inactivated. This process does not run during the Summer Term, so any students who have active NetIDs in the Spring, will continue to have them through the Summer.

A student who has taken any classes at the University and has a record in the class history table (SHRTTRM) will have their NetID maintained, even if it is deactivated due to non-enrollment for a term. Should they return, the same NetID will be reactivated for them. Students who have not enrolled (Applicants or Admits), will not have their NetID maintained.

Student UMontana.edu email aliases will deliver mail to the student’s UofM assigned Email Account (Grizmail). The student cannot change where the Umontana alias delivers mail. They are allowed to forward their Grizmail mail, if they chose to do so.