

Enrollment Services -- Attachment B

<b>Staff Workload</b>	<b># of hours</b>			
	<b>Director</b>	<b>Systems</b>	<b>Staff</b>	
<b>Admission/Registration Set Up</b>	10	30	0	
<b>Schedule Set Up</b>			30	
<b>Application Processing</b> <b>3 full time staff</b>			200	
<b>Evaluations</b> <b>7 full time staff</b>			750	
<b>Registration</b> <b>3 full time staff</b>			80	
<b>Records:</b> <b>Grading, Math/English Compliance,</b> <b>Processing Individual forms</b>			200	
<b>Awarding Degrees</b>			250	
<b>Chancellor's Office Reporting</b>			120	
<b>Clean - up</b>	10	20	40	
<b>Total # of Hours</b>	<b>20</b>	<b>50</b>	<b>1670</b>	
<b>Dollar Costs</b>	<b>\$800.00</b>	<b>\$1,100.00</b>	<b>\$32,020.00</b>	
<b>Total # of hours</b>	<b>1,740.00</b>			
<b>Total Dollar Amount</b>	<b>\$33,920.00</b>			
Director	\$40.00			
Systems	\$22.00			
Evaluators	\$21.00			
Admissions	\$13.00			
Records/Registration	\$17.00			