

User role matrices updated 25/08/2023

- = Can view the information

M = Can add or maintain the information

= Will receive notifications or worklist items

[illegible]

User role matrices updated 11/04/2023

- = Can view the information
- M** = Can add or maintain the information
- # = Will receive notifications or worklist items
- 1** = access to MBA, EMBA, MFin and MAcc SSDs only
- 2** = access to MST and MSTa SSDs only
- 3** = access to undergraduate SSDs only
- 4** = access to postgraduate SSDs only

	Students and Applicants			360 Degree View																
	Undergraduates	Postgraduates	Others	Personal Data	Admissions	Student Records	Finance	CamSIS Search	Clinical Advisors	Clinical Placements	Examinations	PBI Monitoring	Online Documents (Postgraduate Admissions)	Postgraduate Feedback and Reporting	Postgraduate Student Status Changes	Postgraduate Degree Approval	Queries	Student Records	Student Support Documents (full access)	Student Support Documents (ADRC recommendations only)
Business Course Admissions		•		•	•	•	•	•				M	M				•		•#1	
Clinical School User	•	•	•	•	•	•	•	•	M	•							•			
Degree Committee Administrator		•		•	•	•	•	•			M		M #	M #	M #	M	•	M	•	
Departmental Admissions Academic		•	•	•	•	•	•	•					•				•			
Department MSt Administrator		•		•	•	•	•	•			M	•	M #	M #			•	M	•#2	
Departmental Access and Wellbeing Administrator (PG)		•		•	•	•		•									•		•#4	
Departmental Access and Wellbeing Administrator (UG)	•			•	•	•		•									•		•#3	
Departmental Access and Wellbeing Observer	•	•	•	•	•	•		•									•			•
Departmental NS Tripos Administrator (approved by NST Approver)	•			•	•	•	•	•			•						•	•	•#3	
Departmental Observer	•	•	•	•	•	•	•	•									•			
FoE PPD Admissions			•	•	M	M	•	•										M		
Postgraduate Admissions Administrator	•	•	•	•	M	M	•	•			•	M	M #	•	•		•			
Postgraduate Student Administrator		•	•	•	M	M	•	•			M	M	M	M #	M #		•	M	•#4	
Postgraduate Student Administrator (Basic)	•	•	•	•	M	M	•	•			M	M	M				•	M		
School User	•	•	•	•	•	•	•	•									•			
Undergraduate Administrator	•		•	•	•	•	•	•									•		•#3	

User role matrices updated 25/08/2023	Students and Applicants				360 Degree View								CamSIS Search	Examinations	Financial Aid Awards	Financial Aid Disbursement	HESA Data	ICE to CamSIS Interface	Maintain Academic Structure	Maintain Organisations	NST Allocation (postgraduate Admissions)	Online Documents (postgraduate Admissions)	PBI Monitoring	Postgraduate Admissions	Postgraduate Feedback and Reporting	Queries	Schools Data	Statutory Return Processing	Student Financials	Student Questionnaires	Student Records	Student Results and Degrees	Student Support Documents (full access)	Student Support Documents (ADRC recommendations only)	Subject Moderation and Pooling	Transcripts and Verification	Undergraduate Admissions	Undergraduate Application Form Configuration	Undergraduate Fee Status Assessment	UTT Decision Processing		
					Personal Data	Admissions	Student Records	Finance																																		
	Undergraduates	Postgraduates	Others	Continuing Education																																						
• = Can view the information M = Can add or maintain the information # = Will receive notifications or worklist items 1 = access to MST and MSTA SSDs only																																										
ADRC Administrator	•	•	•	•	•	•	•	•	•														•																			
AFPA Observer	•	•	•	•	•	•	•	•	•	M			M		M							M		M		M			M	M												
Accommodation Office Observer	•	•			•	•	•	•	•																																	
Cambridge Trust Observer	•	•			•	•	•	•	•										•		#	•	•					•	•													
CAO Admissions and Data Superuser	•				•	•	•	•	•				M		M	M				•				M	M			•					M		M	M						
CAO Admissions and Data User	•				M	M	•	•	•						M	M							•	M									M		M	M						
CAO Observer	•				•	•	•	•	•																																	
CAO Overseas Interview Mod	•								•														•											M								
CAO Subject Convenor	•																						•										M		•							
College Undergraduate Confirmations (approved by CAO)	•																																		•							
CAO Widening Participation User	•				M	M	•	•	•				•											•	M											M						
Careers Service Observer	•	•	•	•																			•				•															
Childcare Office Observer	•	•			•	•	•	•															•																			
CUDAR Observer	•	•	•	•	•	•	•	•	•																		•	•														
ESP Administrator	•	•	•		•	•	M	•	•	M			M		M		•						•					M														
Finance Division Observer	•	•			•	•	•	•																		•																
Funding and Fee Policy Administrator	•	•	•	•	•	•	•	•	•			•							•		•	•	•				•		•										M			
Funding and Fee Policy Observer	•	•	•	•	•	•	•	•	•		•								•		•	•	•				•		•										M			
Gates Trust Observer	•	•	•		•	•	•	•	•										•				•					•	•													
HSO Observer	•	•	•		•	•	•	•	•																																	
Human Resources Observer	•	•	•		•	•	•	•												•																						
ICE Access and Wellbeing Administrator		•		•	•	•	•	•	•										•				•																			
ICE MST Administrator		•		•	M	M	•	•	•	M			M		•				M		M	#	•	•				M	•													
ICE Observer		•			•	•	•	•	•															•																		
ICE Programme Administrator		•	•	•	M	M	M	M	•	M					•									•					M													
ICE Registry Superuser		•		•	M	M	M	M	•	M			M	M	M				M		M	#	M	•			M		M	M					M							
ICE Registry User		•		•	M	M	M	M	•	M			M	M	•				M				M				M		M	M												
IST Administrator	•	•	•	•	M	M	M	•	•	M			M		M	M			M	M	M		•			M		M	M	M					M							
Language Centre Observer	•	•	•		•	•	•	•	•										•		•		•																			
Language Centre Wellbeing Observer	•	•	•		•	•	•	•	•										•		•		•																			
NST, MEDT/VET Central Administrator	•				•	•	M	•	•	M									M				•				M			•												
OEAC Observer	•	•	•	•	•	•	•	•	•																																	
OSCCA Administrator	•	•	•	•	M	M	M	M	•	M			M		M	M	M	M	M	M	M	M	M			•		M	M	•					M							
PAO Administrator	•	•	•	•	M	M	M	M	•	•			M		M	M			M	M	M	#		M			M		M	M					•							
PGCE Administrator		•		•	M	M	M	•	•				M		M			•	M	M		•			M			M	M											M		
Registry's Office Observer	•	•	•	•	•	•	•	•	•					•		M		•	•									•	•													
Research Services Observer	•	•			•	•	•	•	•															•																		
Security Office Observer	•	•	•	•	•	•	•	•	•															•																		
SSC Access and Wellbeing Administrator	•	•	•		•	•	•	•	•											•				•																		
SSC Access and Wellbeing Observer	•	•	•		•	•	•	•	•											•																						
Student Registry Administrator	•	•	•	•	M	M	M	M	•	M			M		M	M	M	M	M	M	M	M	#	M			M		M	M	•					M						
University Library Admin	•	•	•	•	•	•	•	•	•														•																			
University Library Observer	•	•	•	•	•	•	•	•	•															•																		