

ADR 12: one student records system for three campuses

Field	Value
Status	Accepted
Decided	19 May 2026
Owner	Information systems office
Consulted	Registrars of the three campuses, Finance, Library
Supersedes	ADR 07, one records system per campus

Context

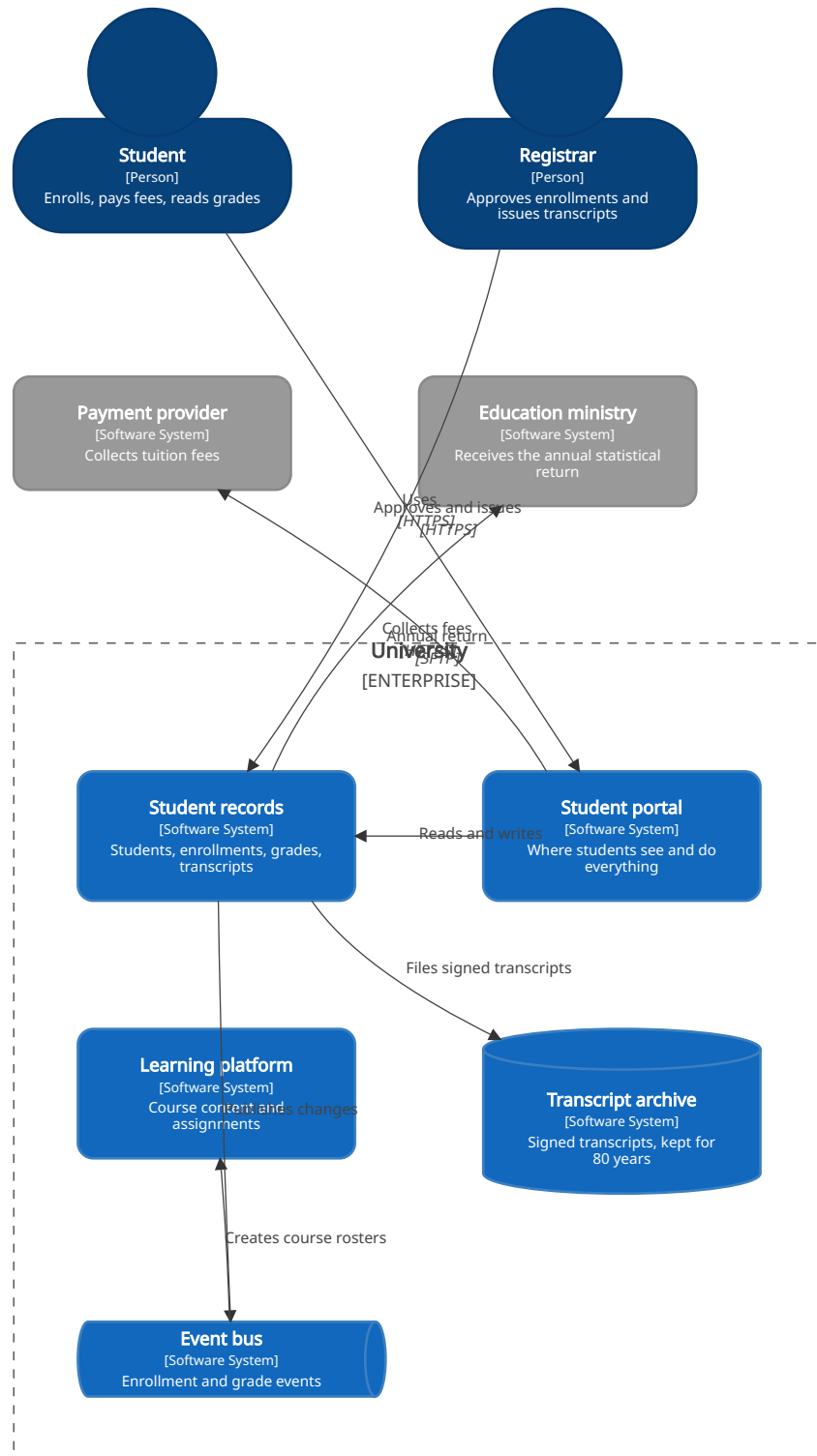
The university teaches 38,000 students on three campuses in two countries. Each campus runs its own student records system, inherited from the mergers of 2014 and 2019. A student who takes a course on another campus exists twice, with two numbers and two transcripts, and the finance office reconciles fees by hand every term.

Decision

All three campuses record students, enrollments and grades in one system, owned by the information systems office. The campus registrars keep their roles and their approval rights inside it.

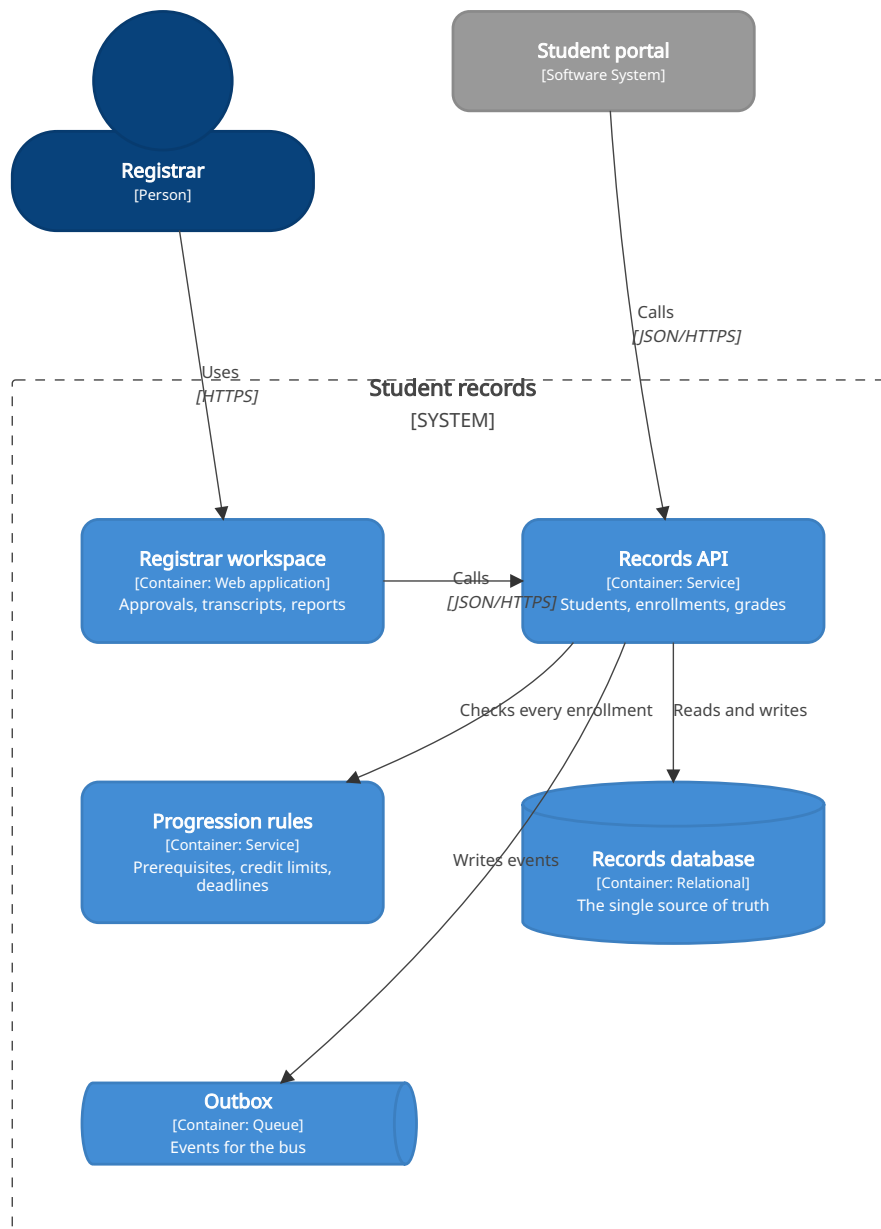
System context

Student records, system context



Inside the records system

Student records, containers



Options considered

Option	Cost to build	Risk	Why not
Keep three systems, synchronize nightly	Low	High	The duplicates stay, the reconciliation stays
One system, each campus owns a copy	Medium	High	Three owners for one truth
One system, one owner	Medium	Medium	Chosen

Consequences

- One student number for life, across campuses and countries.
- The finance office stops reconciling fees by hand from the autumn term of 2027.
- Two of the three existing systems are retired. Their data is migrated and then archived read-only for ten years¹.
- Grade publication follows one calendar for all campuses. The registrars agreed to this in April.

Important

The records system becomes a single point of failure for enrollment week. The capacity plan and the fallback to paper enrollment are in the operations runbook and are rehearsed every August.

Next steps

- ☒ Agree the decision with the three registrars
- ☒ Migrate the smallest campus, 4,100 students, by 1 September 2026
- ☐ Migrate the second campus by 1 February 2027
- ☐ Migrate the main campus by 1 September 2027

All organizations in the sample documents are invented. Names and figures are illustrative.

¹ The retention period follows the records schedule approved by the university council in 2023.