

KEYWORD SEARCH FOR WEBSITE INVENTORY

From section 2.B.2.b. Website in the [ctcLink Student Communication Resource Guide](#)

Colleges should prepare an inventory of all places that mention the Legacy student information system. Each page and related documents should then be updated with ctcLink information and instructions.

The only exception is departments or functions that will be dual processing at the time of go-live. In these cases, departments will need to make sure accurate information is on the website.

Keyword Search Terms

Below is list of keywords Edmonds College used to search its college websites for any processes, forms and pages that needed to be edited or updated due to ctcLink.

Edmonds College searched all its sites and found more than 220 pages that needed to be edited on its main site alone due to ctcLink.

This is an example. Each college's list will vary and include its local forms and processes.

Apply online	EdMail
Apply for Admission	Manage EdMail Account
	EdMail Account Manager
Admission Application form	
Course Repeat Form	Apply for Graduation
DIRT form	
FERPA Release Form	GATE credential evaluation system
Registration form	GATE System
Support Request Form	
	Request Info Request Information
Class Schedule	
Schedule planner	Time Leave Reporting (TLR)
Waitlist Information	TLR LOGIN
Online Registration Login	Earnings History/Leave Balance
View your schedule	Leave Reporting (Faculty only)
Get Your Schedule	Employee Personal Information Change Form
Register Online	
Registration Appointment	Syllabus Upload
	Instructor Briefcase
Financial Aid Portal Grades	Training Tracker Application
Change PIN	
	Public Records Requests
Tax Tuition Statement (1098-T)	
Update Your Contact Information	Unofficial Transcripts
	Update Your Areas of Study
Pay Tuition Online	
Request a transcript online	
Directed Self-Placement	