



Student Search Service® (SSS®):

What's New

SSS Version 2.8 – released June 12, 2008

Welcome to a new feature in Student Search Service (SSS)! This document will be maintained in our online User Guide and provides you with the latest information concerning the Recruitment & Admission website and SSS. If you have questions or comments about what is contained in this document, please contact Search Customer Service at searchcustomerservice@collegeboard.com.

Consolidated Order Form

The Consolidated Order Form takes all the SSS order forms (PSAT, Winter SAT Cycle, Summer SAT Cycle, AP, and ALL Students) and merges them into a single form. You are no longer required to pick a data source (PSAT, SAT Cycle, AP, or ALL Students) prior to entering your order criteria and parameters. Now, you can choose and even change your data source from within the order form itself – in real time!

By consolidating the data sources into a single form, you are presented with more flexibility. Here are some examples:

- You may choose a single data source or multiple data sources. In other words, you can now order single SAT administrations instead of just depending on Winter or Summer Cycles.
- You may wish to search PSAT and May SAT test-takers at the same time, whereas before you were forced to choose traditional test cycles to capture your student prospects.
- If one of your data sources occurs in the future, for instance an SAT administration, all of the data that is currently available can be downloaded 7 days from submit date, while data source(s) not currently in our database will be considered a standing order and will be sent to you once it has been loaded into our database. This is similar to how the ALL Students standing order functionality works.
- You are also now able to order both current and previous years' data, which the previous order forms did not allow. For example, you can search both this year AND last year's PSAT test-takers in the same order.

If you wish to stay with more familiar ordering strategies, such as placing separate PSAT and SAT Cycle orders, you can select a single data source for each order (e.g. Winter SAT Cycle).

Learn more about the Consolidated Order Form here: [Consolidated Order Form](#)

Search by Proximity

Search by Proximity allows you to search for students by defining your own geographic area. This capability allows you to select any circular area without being limited by state, county, or zip code boundaries for your geography filtering. You may enter a specific address, or click on a map, then define a radius between 20 and 500 miles for your search area. Search by Proximity allows you to select up to ten areas to be used in your order.

Learn more about Search by Proximity here: [Search by Proximity](#)

SSS/EPS Integration

Users of SSS and Enrollment Planning Service (EPS) are now able to create an order in SSS, and then analyze the order as an interactive report in EPS. Subsequently, you can also create an interactive report in EPS and submit your query to SSS for ordering purposes! You may switch between the two programs multiple times to further refine or analyze your order. Please note that this capability is *only* available if you have EPS Premium service (able to create interactive reports) and via the ALL Students data source.

Learn more about SSS/EPS Integration here: [SSS/EPS Integration](#)

Country Names

In order to align SSS with EPS and the functionality between the two programs, we have aligned the country selections. Canadian provinces are no longer included in the State/Province section of the SSS order form; they are now listed as part of Canada in the International Region section. You will also see a two-letter code before each country in the International Region list, which identifies the geomarket code of that country. US Territories are now part of the US States & Territories section. This alignment is key to integrating SSS and EPS and makes Country selections in SSS easier.

Learn more about Country Names here: [Geographic Origin](#)

Browser Compatibility

The Recruitment & Admission Online website has been tested to work successfully with Internet Explorer version 7.0 and Mozilla's Firefox.

Learn more about Browser Compatibility here: [Technical Requirements](#)

IDS Account Request

In order to further safeguard student information and comply with the College Board's security policy, we are instituting new validation procedures when a secondary Internet Delivery Service (IDS) point of contact is designated. When you designate a secondary IDS contact in an order, they will receive a notice to formally request an SSS account. Once the account request is completed and submitted, an email notification will be sent to you (the order's point of contact). **IMPORTANT:** you *must* review and approve the account request in order for the IDS contact to be given access to the order output. This process is only required once.

Learn more about IDS Account Request here: [Output Options](#)