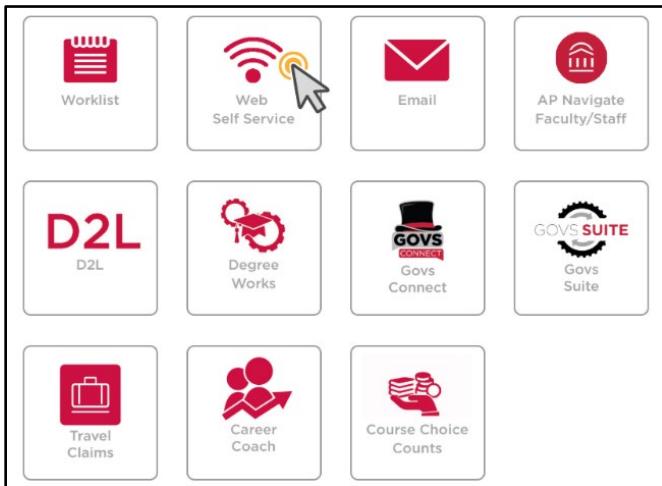


Distance Education

RSI Forms in Watermark

Beginning in Fall 2025, instructors of online or hybrid courses will upload their completed RSI forms to the Faculty Success module in Watermark. Please follow the steps below to upload an RSI form for each online or hybrid course being taught.

1. Navigate to Onestop and log in using your single-sign-on credentials. Click on the Web Self Service tile.



2. Click on the Faculty Services tab and then on Watermark.

WEB SELF SERVICE

Personal Information Student Faculty Services Employee Finance Information Technology Requests

Faculty and Advisors

Student Information Menu

- Term Selection
- Active Assignments
- Add Student to Degree Works
- Assignment History
- Class List With Pictures
- Class Schedule
- Class Schedule - Printable
- Class Schedule - Winter Term
- New!!!
- Course Catalog
- CRN Selection
- Detail Class List
- Faculty Detail Schedule
- Final Grades
- Final Dual Enrollment Numeric Grades
- Grade Change Request - Official Form
- Instructor Ungraded Courses
- Link Up Classes w/Status
- Midterm Grades
- Office Hours
- Summary Class List
- Student GPA
- Syllabus Information
- Transfer Course Equivalencies
- Week at a Glance

Department Links

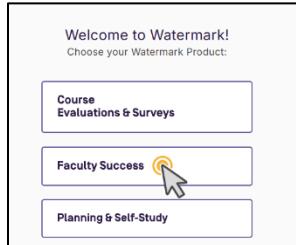
- Class Detail w/ Outstanding Permits
- Course Evaluations
- Curriculum
- Watermark
- RN to BSN Academic Partnership
- AP Schedule Planner Faculty View
- Schedule Planner Advisor Mode
- Undergraduate Admissions
- Census-day Attendance Grade Roster
- Coursing

RELEASE: 8.11

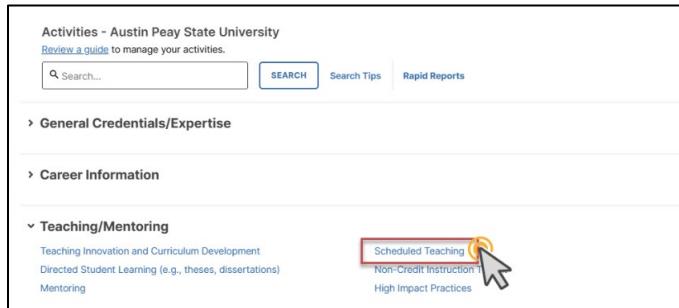
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Distance Education

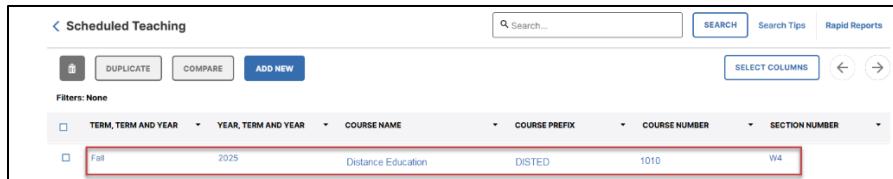
3. Click on the Faculty Success module.



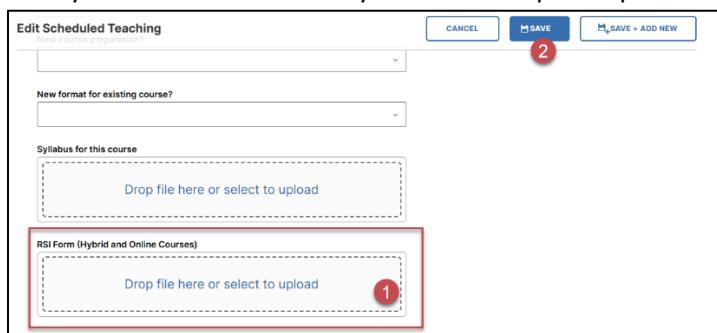
4. Under the Teaching/Mentoring section, click on Scheduled Teaching.



5. Click on the online or hybrid course for which you want to upload the RSI form.



6. Scroll down the page and locate the file upload for RSI Form (Hybrid and Online Courses). Drag and drop the completed RSI form inside the dashed-box area, or click within the dashed-box area to select the completed RSI from your device. When the system has completed processing the file, click SAVE.



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Monday-Friday, 8:00am-4:30pm (Central)