IRAO OFFICE USE ONLY	
Received	8/5/16
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	
Program Description	

University of Hawai'i
Code Request Form for Academic Programs

REPLACE PROGRAM CODE

Date: 8/2/16

REQUESTOR CONTACT INFORMATION

Name	Stuart Lau	Campus	UH Manoa
Title	University Registrar	Email	stuartl@hawaii.edu
Office/Dept	Office of the Registrar	Phone	956-5322

NEW PROGRAM CODE TO CREATE

Institution	MAN - UH Manoa	Campus	MAN - UH Manoa
Level	GR - Graduate	Effective Term	Fall 2015

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) 50	Graduate Division	☐ See Banner form STVCOLL
Department	(4) BUS	Business	☐ See Banner form STVDEPT
Degree/Certificate	(6) PHD	Doctor of Philosophy	☐ See Banner form STVDEGC
Major	(4) BUAD	Business Administration	☐ See Banner form STVMAJR
Concentration	(4)		☐ See Banner form STVMAJR
Minor	(4)		☐ See Banner form STVMAJR

If a similar major/concentration code exists in Banner, please list the code:

Justification to warrant a new major/concentration code similar to an existing major/concentration code:

Is this major/concentration code being used the same way at the other UH campuses?	☐ Yes	☐ No
Should this program be available for applicants to select as their planned course of study on the online application? *If yes, student may select the code as their only program of study.*	☑ Yes	☐ No

RULES PERTAINING TO FINANCIAL AID AND 150% DIRECT SUBSIDIZED LOAN LIMIT LEGISLATION

Is 50% or greater of the classes in this program offered at a location other than the Home Campus?	☐ Yes	☑ No
Is this program/major/certificate financial aid eligible?	☑ Yes	☐ No
Does this certificate qualify as a Gainful Employment Program (Title IV-eligible certificate program)? See http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html	☐ Yes	☐ No

Program Length
(In academic years; decimals are acceptable.) The length of the program should match what is published by the campus in any online and/or written publication.

4.000 years

Special Program Designations
See Special Program Designations Code Definitions on IRAO Program Code Request webpage

☐ A ☐ B ☑ N ☐ P ☐ T ☐ U

Required Terms of Enrollment ☑ Fall ☑ Spring ☐ Summer ☐ Extended

EXISTING PROGRAM CODE TO REPLACE

Program Code	**GBUS-PHD**	Program Description	Business Administration - PHD
Institution	MAN - UH Manoa ▾	Campus	MAN - UH Manoa ▾
College	50	Department	
Level	GR - Graduate ▾		

Are current students "grandfathered" under the program code? ☐ Yes ☑ No

Should the old program code be available for use in Banner? ☐ Yes ☑ No

Effective **Fall 2015** , old program code will no longer be available to admit or recruit students.
Term (ie. Fall 2014)

This will turn off the online application, recruitment (effects Banner forms SRASUMI and SRAQUIK) and admissions (effects Banner forms SAADCRV, SAAADMS, SAASUMI, SAAQUIK, and SAAQUAN) Banner modules.

Effective **Fall 2015** , old program code will no longer be available to award degree to students.
Term (ie. Fall 2014)

This will turn off the general student (effects Banner form SGASTDN) and academic history (effects Banner form SHADEGR) Banner modules.

ATTACHMENTS

BOR Approved: Associate, Bachelor and Graduate Degrees, and sole credential certificates

☐ BOR Meeting Minutes & Supporting Documents [1] ☐ Curriculum

☐ Memo with President's Approval, with cc to VPAA, to change existing code [2]

Chancellor Approved: Certificates (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree
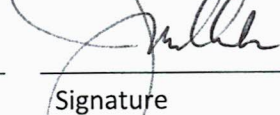
☐ Memo from Chancellor to VPAA to change existing code and create new code ☐ Curriculum

VERIFICATIONS

Registrar:

Stuart Lau	*(signature)*	8/2/16
Print Name	Signature	Date

Financial Aid Officer:

Jodie Kuba	*(signature)*	8/3/2016
Print Name	Signature	Date

For Community Colleges, verification of consultation with OVPCC Academic Affairs:

Print Name	Signature	Date

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[1] Required for change in degree.
[2] Required for program title with no substantive change in curriculum.

Addendum for Business Administration PHD Program Code Request

The request for replace the Banner program code GBUS-PHD is to address an issue with the assessment of tuition and fees.

Issue:

Students in the MBA program are assessed tuition and fees that are different from the Graduate rate. The rule to assess the different rate I based on the field of study (major) or GBUS and the students level if GR. Therefore, the newly created program code of GBUS-PHD (replaced IMGT-PHD) resulted in those students being assess tuition/fees at the incorrect rate.

Request:

After consulting with the Manoa Cashiers Office, replacing the existing program code with one not having the field of study (major) of GBUS would restore the tuition assessment to the rules in use prior to the implementation of GBUS-PHD.