

IRAO OFFICE USE ONLY	
Received	4/17/17
In Banner	
MTVCOMP/Codeset	
Master Curriculum	
CIP Code	
Program Code	
Program Description	

Reset Form

University of Hawai'i  
Code Request Form for Academic Programs for

# NEW OR MODIFY PROGRAM CODE



**New Program Code**



**Modify Program Code**

Date: March 14, 2017

**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 Spring 2017

	Code (Max. Characters)	Description	Check if requesting new code:
College	(2) <u>50</u>	<u>Graduate Division</u>	<input type="checkbox"/> See Banner form STVCOLL
Department	(4) <u>EDCS</u>	<u>Curriculum Studies</u>	<input type="checkbox"/> See Banner form STVDEPT
Degree/Certificate	(6) <u>GCER</u>	<u>Graduate Certificate</u>	<input type="checkbox"/> See Banner form STVDEGC
Major	(4) <u>TL EDCS</u>	<u>Teacher Leader</u>	<input checked="" type="checkbox"/> See Banner form STVMAJR
Concentration	(4) <u>TL</u>		<input type="checkbox"/> See Banner form STVMAJR
Minor	(4) _____		<input type="checkbox"/> 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)?  Yes  No

See <http://www.ifap.ed.gov/GainfulEmploymentInfo/index.html>

**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.

38 Weeks

**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

ADDITIONAL COMMENTS

Minimum number of credits required: 18 credits

ATTACHMENTS

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

BOR Meeting Minutes & Supporting Documents  Curriculum

**Chancellor Approved:** Certificates related to authorized BOR program & Associate in Technical Studies (ATS) Degree

Memo from Chancellor to notify VPAA about new program  Curriculum

For new certificates approved by the Chancellor, the related BOR authorized academic program is:

VERIFICATIONS

*By signing below, I verify that I have reviewed and confirm the above information that is pertinent to my position.*

**Registrar:**

Stuart Lau

March 14, 2017

Print Name

Signature

Date

**Financial Aid Officer:**

Jodie Kuba



4/7/17

Print Name

Signature

Date

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

Print Name

Signature

Date