REPLACE PROGRAM CODE FOR COLLEGE REORGANIZATION (MULTIPLE CODES)

Form #CR-AP4
Modified June 2017

Date: _____

REQUESTOR CONTACT INFORMATION

Name _____   Campus _____

Title _____   Email _____

Office/Dept _____   Phone _____

INFORMATION FOR NEW PROGRAM CODE

Institution _____   Campus _____

Level _____   Effective Term _____

	Code	Description	Check if requesting new code:
College (2)			☐ See Banner form STVCOLL
Department (4)			☐ See Banner form STVDEPT

OLD PROGRAM CODE	MAJOR	CONCENTRATION	NEW PROGRAM CODE[i] (Max. Characters: 12)

IRAO USE ONLY: DATE RECEIVED

University of Hawaiʻi	COLLEGE REORGANIZATION
Code Request Form for Academic Program Codes	

STATUS OF CURRENT STUDENTS AND TERMINATION OF OLD PROGRAM CODE

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

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

Effective [ ] **, 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 [ ] **, 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.

ADDITIONAL COMMENTS

ATTACHMENTS

☐ Reorganization supporting documents with Chancellor Approval

VERIFICATIONS

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

Registrar (Print Name)	**Financial Aid Officer** (Print Name)	**For Community Colleges, verification of consultation with OVPCC Academic Affairs:** Tammi Oyadomari-Chun
Signature Date	Signature Date	Signature Date

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[i] Program codes can only be used for one college at a campus. For example, if college A at Hilo is using program code BA-BIOL, then college B at Hilo will not be able to use that program code. College B will then modify the code by adding the college to the end of the code, ie BA-BIOL(B) or BA-BIOL/B. This will also hold true when a program is being moved from one college to another. Program codes used at one campus, can be used at another campus only if it is the same program.

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