

# ADMISSION STOP-OUT OR TERMINATION OF PROGRAM CODE

CLEAR FORM

Form #CR-AP5  
Modified June 2017

Date: 3/16/2018

## REQUESTOR CONTACT INFORMATION

Name Kathlen Lee Campus Kaua'i CC  
Title Educational Specialist Email kathlen@hawaii.edu  
Office/Dept Academic Affairs Phone (808) 245-8204

## PROGRAM CODE FOR ADMISSION STOP-OUT ONLY OR TERMINATION (PLEASE CHECK ONE)

Program Code CO-MTP Program Description Massage Therapy  
Institution KAU - Kauai Community College Campus KAU - Kauai Community College  
College IN - Instructional Department BE  
Level UG - Undergraduate

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 2018, this 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 2018, this program code will no longer be available to enroll or 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.*

## FOR ADMISSION STOP-OUT ONLY REQUEST

Effective , this program code will be reactivated and available to admit or recruit students.

Term (ie. Fall 2014)

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

Check here to leave ONLINE APPLICATION OFF

## ADDITIONAL COMMENTS

Requesting to terminate CO in Massage Therapy. This program will be offered through the Office of Continuing Education and Training.

IRAO USE ONLY: DATE RECEIVED

### ATTACHMENTS

Admission stop-out<sup>1</sup> greater than 2 years; Termination of an Associate, Bachelor and Graduate Degrees, and sole credential certificates.

Memo with President's Approval, with cc to Vice President for Academic Planning and Policy, regarding program action.

Admission stop-out<sup>1</sup> less than 2 years. Termination of a Certificates (eg. Certificate of Achievements, Certificates of Competence, Subject Certificates, Academic Subject Certificates) & Associate in Technical Studies (ATS) Degree.

Memo from Chancellor to Vice President for Academic Planning and Policy regarding program action.

### VERIFICATIONS

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

Registrar  
(Print Name)

Kailana Soto

Kailana Soto      3/19/18  
Signature                      Date

Financial Aid Officer  
(Print Name)

Jeff Anderson

Jeff Anderson      3/29/18  
Signature                      Date

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

Suzette Robinson

Suzette Robinson      4/4/18  
Signature                      Date

<sup>1</sup> "Admission stop-out" is defined as a halt to new admissions to a program. (Regent Policy 5.201)



March 16, 2018

**MEMORANDUM**

TO: Donald Straney  
Vice President for Academic Planning and Policy

VIA: *James R. Dire*  
James R. Dire  
Vice Chancellor for Academic Affairs

FROM: Helen A. Cox  
Chancellor *Helen A. Cox*

SUBJECT: Curriculum Approval

I have approved the following on 3/1/2018 and 3/2/2018 effective Fall 2018.

**New program**

Liberal Arts:  
Academic Subject Certificate (A.S.C) Mathematics

**Program termination**

Massage Therapy:  
Certificate of Competence (C.O.) Massage Therapy

Business Technology:  
Certificate of Competence (C.O.) Medical Office Receptionist

Hospitality and Tourism:  
Certificate of Competence (C.O.) Hospitality Sales and Marketing

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Enclosures

c Division Chairs