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University of Hawai'i  
Code Request Form for Academic Programs  
**NEW OR MODIFIED SUBJECT CODE**

Date: January 16, 2018

**REQUESTOR CONTACT INFORMATION**

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

- NEW SUBJECT CODE USE AT INSTITUTION**  
 **MODIFY SUBJECT CODE USE AT INSTITUTION**

Institution Manoa Effective Term Fall 2018

	Code (Max. Characters)	Description (30 characters max)	Check if requesting new code:
College (2)	<u>30</u>	<u>Coll Trop Ag &amp; Human Resource</u>	<input type="checkbox"/> See Banner form STV_COLL
Division (4)			<input type="checkbox"/> See Banner form STV_DIVS
Department (4)	<u>FCS</u>	<u>Family &amp; Consumer Sciences</u>	<input type="checkbox"/> See Banner form STV_DEPT
Subject (4)	<u>HDFS</u>	<u>Human Dev &amp; Family Studies</u>	<input checked="" type="checkbox"/> See Banner form STV_SUBJ

**ATTACHMENTS**

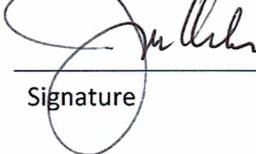
- Memo with appropriate campus approval (i.e. Campus Curriculum Committee, Vice Chancellor for Academic Affairs, etc.)

**VERIFICATIONS**

**Registrar:**

Stuart Lau  January 16, 2018  
 Print Name Signature Date

**Financial Aid Officer:**

Jodie Kuba  Jan. 22, 2018  
 Print Name Signature Date

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

\_\_\_\_\_  
 Print Name Signature Date



UNIVERSITY  
of HAWAII  
MĀNOA

January 4, 2018

**MEMORANDUM**

TO: Stuart Lau  
Registrar

FROM: Michael Bruno  
Interim Vice Chancellor for Academic Affairs and  
Vice Chancellor for Research

SUBJECT: New Course Subject Code: HDFS

A handwritten signature in black ink, appearing to read 'Michael Bruno'.

Please be informed that I have approved the new subject code, "HDFS" for courses offered by the Department of Family & Consumer Sciences. Per your request, additional information is included below.

1. Implementation: Fall 2018
2. Assigned department: Family & Consumer Sciences (FCS)
3. Assigned college: College of Tropical Agriculture and Human Resources
4. Requested four character code: HDFS
5. Request subject description: Human Dev & Family Studies (30 character limit)
6. Include statement: Subject code FAMR is superseded with HDFS

Should you have any questions, please contact Wendy Pearson, Program Officer, at [pearsonw@hawaii.edu](mailto:pearsonw@hawaii.edu), or Barbara Yee, Chair of the Department of Family and Consumer Sciences at [yeebarba@hawaii.edu](mailto:yeebarba@hawaii.edu).

Attachment

c: Chair Yee  
Director Iboshi  
Catalog Coordinator Nakashima  
Program Officer Pearson