



Princess Soares &lt;pfrederi@hawaii.edu&gt;

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## Program Code Request: CO-BTEC-MOR

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**Kailana Soto** <kailana@hawaii.edu>  
To: Princess Soares <pfrederi@hawaii.edu>

Tue, Jul 8, 2014 at 7:37 AM

Hi Princess,

Sorry for the delay.

Additional information for CO-BTEC-MOR is listed below:

- **Department:** Business Education
- **Program Length:** 1 year
- **Special Program Designation:** U - Preparatory Coursework Undergraduate Program.

Thank you,  
Kailana

On Mon, Jul 7, 2014 at 10:23 AM, Princess Soares <pfrederi@hawaii.edu> wrote:  
Following up to this email.

On Mon, Jun 30, 2014 at 8:09 AM, Princess Soares <pfrederi@hawaii.edu> wrote:  
Aloha Kailana,

The program code request for CO-BTEC-MOR has been received and reviewed.

The form is missing department information. Please confirm that the department should be BUS, Business - according to established CO in BTEC.

We were recently notified that there are new federal reporting requirements for financial aid leading to new rules form in Banner. The program code request forms have not been updated to include these new rules yet. In the meantime, we are following up with open requests to complete the new rules:

1. Program Length (in academic years; decimals are acceptable so no rounding to whole number is necessary.) The length of the program should match what is published by the campus in any online and/or written publication.
2. Special Program designation - see attached file for definitions - (refer to the attached for "definitions")
  - A - Selective Admission Associate Program
  - B - Bachelor's Degree Completion Program
  - N - Not Applicable
  - P - Preparatory Coursework Graduate Professional Program
  - T - Non-credential Teacher Certification Program
  - U - Preparatory Coursework Undergraduate Programs

Please let me know if you have any questions. Thank you for your time.

Mahalo,  
Princess

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**Princess Soares**

Institutional Research Analyst / Interim Assistant to the Director  
Institutional Research and Analysis  
University of Hawai'i System  
Sinclair Annex 2, Room 4  
1633 Bachman Place  
Honolulu, HI 96822  
Phone: [808-956-7532](tel:808-956-7532)  
Fax: [808-956-9870](tel:808-956-9870)

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