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## Program Code Request: CO-Business Technology-VOA

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Ron Umehira <umehira@hawaii.edu>

Thu, May 29, 2014 at 4:08 PM

To: Princess Soares <pfrederi@hawaii.edu>

Hi Princess,

Aloha from Leeward CC and it was nice talking with you this afternoon. The following are my responses to your inquiries.

1) Please confirm the department code: The Business Technology Program is BUSN.

(RU Response - the department code should be BUS)

2) Please confirm the existing major. When checked in Banner the existing major code for Business Technology is BTEC. The form lists BUSN as the existing major code.

(RU Response - the existing major should be BTEC)

3) Recently, Grant sent an email to our office to turn off application codes for some program codes. Among those program codes were other CO-BTEC, should the application be turned off?

(RU Response - OK to turn off application codes according to Grant's memo)

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.

(RU Response - program length for this certificate of competence is 1 academic year)

2) Special Program designation (refer to the attached for "definitions")

(RU Response - special program designation is N)

- 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

Mahalo,

Ron

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