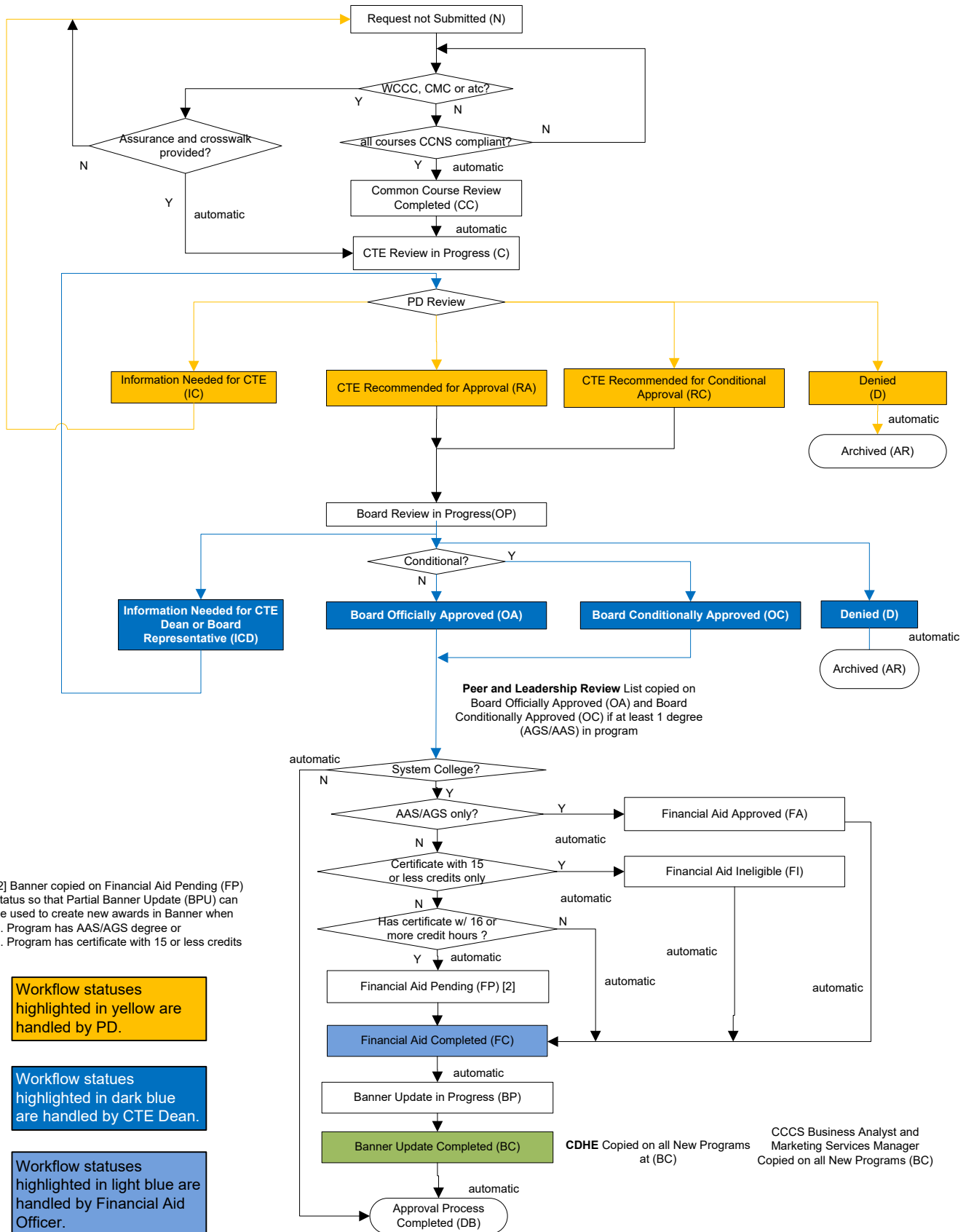


#### 4. Postsecondary Initial Approval Process

Last updated: 11/16/2018



[2] Banner copied on Financial Aid Pending (FP) status so that Partial Banner Update (BPU) can be used to create new awards in Banner when  
 1. Program has AAS/AGS degree or  
 2. Program has certificate with 15 or less credits

Workflow statuses highlighted in yellow are handled by PD.

Workflow statuses highlighted in dark blue are handled by CTE Dean.

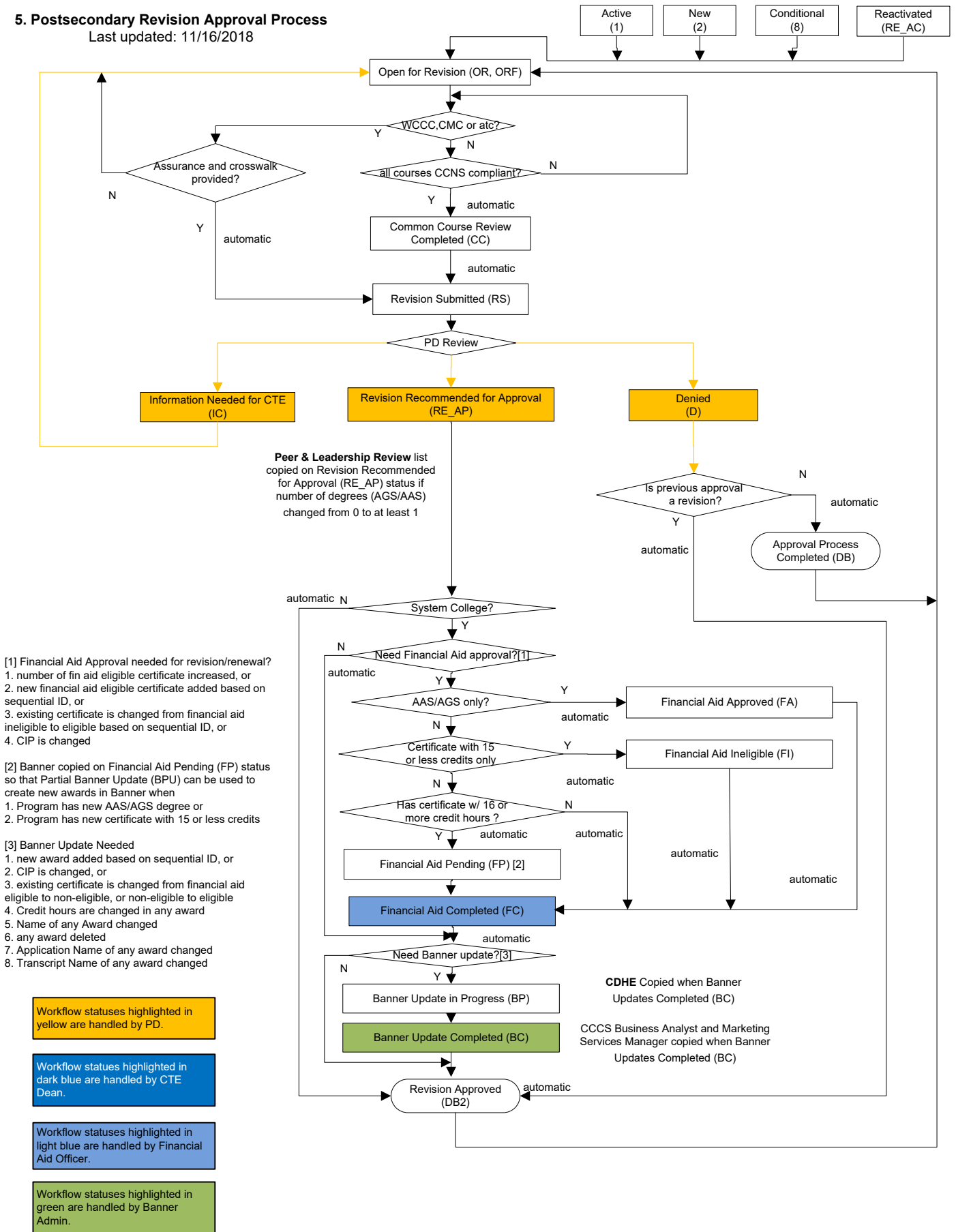
Workflow statuses highlighted in light blue are handled by Financial Aid Officer.

Workflow statuses highlighted in green are handled by Banner Admin.

CDHE Copied on all New Programs at (BC)  
 CCCS Business Analyst and Marketing Services Manager Copied on all New Programs (BC)

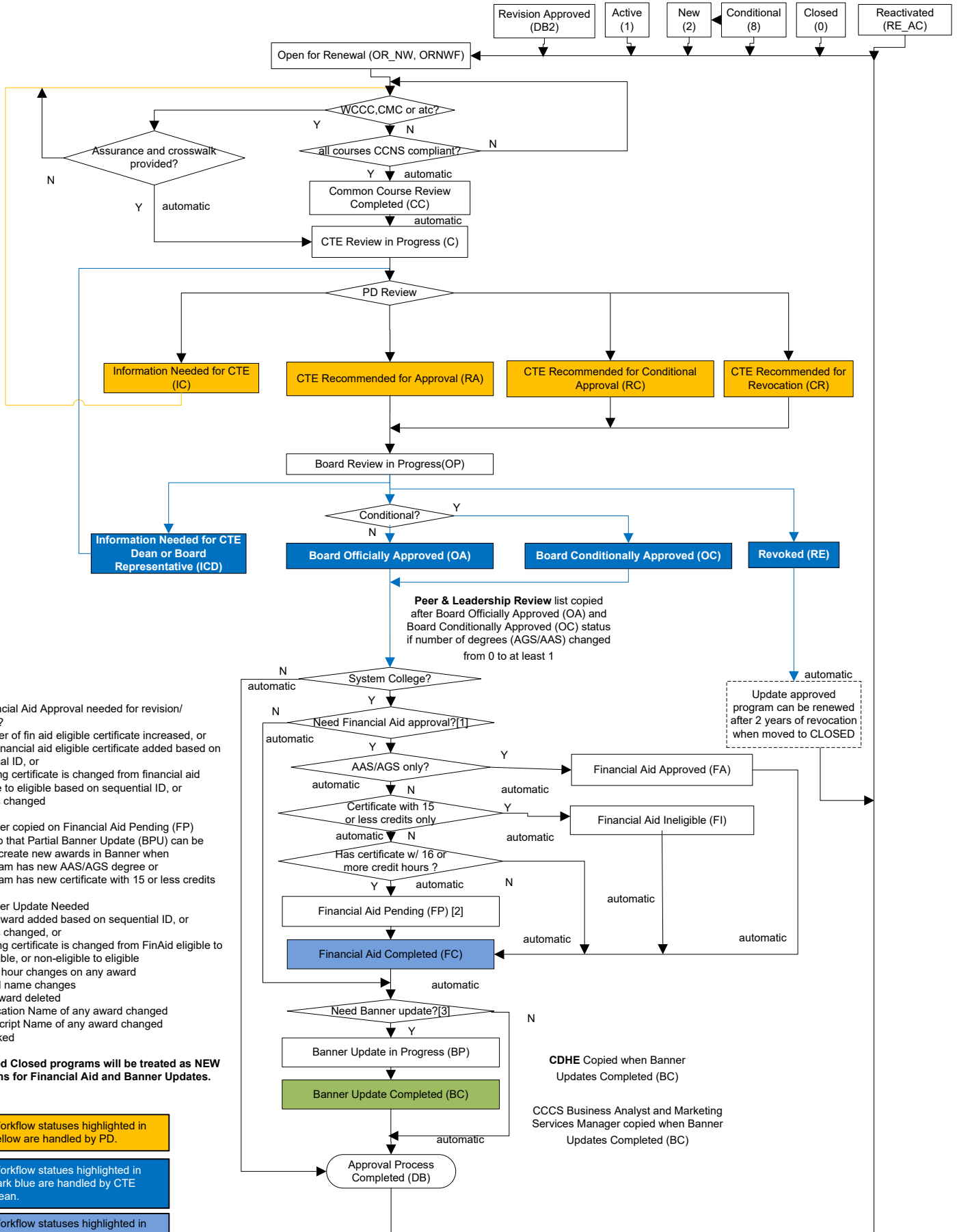
## 5. Postsecondary Revision Approval Process

Last updated: 11/16/2018



## 6. Postsecondary Renewal Approval Process

Last updated: 11/16/2018



[1] Financial Aid Approval needed for revision/renewal?  
 1. number of fin aid eligible certificate increased, or  
 2. new financial aid eligible certificate added based on sequential ID, or  
 3. existing certificate is changed from financial aid ineligible to eligible based on sequential ID, or  
 4. CIP is changed

[2] Banner copied on Financial Aid Pending (FP) status so that Partial Banner Update (BPU) can be used to create new awards in Banner when  
 1. Program has new AAS/AGS degree or  
 2. Program has new certificate with 15 or less credits

[3] Banner Update Needed  
 1. new award added based on sequential ID, or  
 2. CIP is changed, or  
 3. existing certificate is changed from FinAid eligible to non-eligible, or non-eligible to eligible  
 4. credit hour changes on any award  
 5. award name changes  
 6. any award deleted  
 7. Application Name of any award changed  
 8. Transcript Name of any award changed  
 9. Revoked

Renewed Closed programs will be treated as NEW programs for Financial Aid and Banner Updates.

- Workflow statuses highlighted in yellow are handled by PD.
- Workflow statuses highlighted in dark blue are handled by CTE Dean.
- Workflow statuses highlighted in light blue are handled by Financial Aid Officer.
- Workflow statuses highlighted in green are handled by Banner Admin.

CDHE Copied when Banner Updates Completed (BC)

CCCS Business Analyst and Marketing Services Manager copied when Banner Updates Completed (BC)