

BANNER ATTRIBUTE CODE REQUEST FORM

University of Hawai'i

Date: _____

REQUESTOR CONTACT INFORMATION

Name _____

Campus _____

Title _____

Email _____

Office/Dept _____

Phone _____

Complete steps below:

Step 1. Banner Attribute Code Type

STUDENT

"Student" attributes may be used to restrict registration into a particular section, allow registration into reserved seats, and track students (ex. Early College, Centennial Scholar, Adult Learner).

COURSE

"Course" attributes are assigned to specific courses and sections to meet graduation requirements, further define a course, etc. (ex. Diversification Arts, Textbook Cost \$0, Hawaiian Asian & Pacific Issues).

Step 2. Code and Description

Examples of existing codes: EC – Early College, TXT0 – Textbook Cost \$0, SF – Sustainability Focused

Code: _____ (max: 4 characters)

Description: _____ (max: 30 characters)

Step 3. Justification and Use

Provide justification for new code and explain how code will be used.

Banner Central Use Only

Date Received: _____

Date Hold Created: _____

IRAO