

# Bachelor of Science Finance/Financial Planning Track- NewTrk and Program Name Change-2018-09-19

- The workflow icon is no longer available. Please click on the Page Status after the orange circle icon near the page title. \*

## Form Information

 The page you originally access is the global template version. To access the template document that progresses through the workflow, please complete the following steps:

**First Step:** ONLY change the text in the [brackets] so it looks like this: **CRIM 101 Intro to Criminology-CrsRvs-2015-08-10**

- If DUAL LISTED list BOTH courses in the page title***

**Second Step:** Click “SAVE” on bottom right

- DO NOT TYPE ANYTHING INTO THE FIRST PAGE OTHER THAN THE TEXT IN BRACKETS***
- Please be sure to remove the Brackets while renaming the page***

**Third Step:** Make sure the word **DRAFT** is in yellow at the top of the proposal

**Fourth Step:** Click on “**EDIT CONTENTS**” (*not EDIT*) and start completing the template. When exiting or when done, click “**SAVE**” (*not Save Draft*) on bottom right

When ready to submit click on the workflow icon and hit approve. It will then move to the chair as the next step in the workflow.

*\*Indicates a required field*

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<b>(A) Track Title:</b> *	Financial Planning Track
<b>(B) Degree Designation:*</b>	Bachelor of Science
<b>(C) Program Name:*</b>	Finance
<b>(D) List number of credits:*</b>	120
<b>(E) Course Level:*</b>	undergraduate-level
<b>(F) Narrative Catalog Description:*</b>	The financial planning track provides students with specialized training in the rapidly expanding field of wealth management. Coursework in the financial planning track will help prepare students interested in attaining the Certified Financial Planner designation. See attachment for all changes.
<b>(G) List of Program Requirements in catalog layout including course numbers, titles, credits and any footnotes.*</b>	<a href="#">Program Requirements (Financial Planning Track).docx</a>

