WORKFLOW SUMMARY FOR APPROVAL OF BADGE:

Level of Review	Summary
Chair/Dean	Review micro-credential and ensure accuracy of identified outcomes.
Fiscal Officer	Review revenue and expenses to determine viability and minimum number of required participants.
Assessment Committee Members (2)	Review, approve or return for revision.
Registrar	Review workflow document for completeness; verify title/subtitle character limit met. Create badge. Send assessment agreement to submitter for signature and return. Once returned, send to submitter the instructions for adding badge to earners.

Office of the Registrar, 11/2022