

Applications Returned for Revision

The **Applications Returned for Revision** menu lists the applications that have been sent back to you for revision. You can review and edit the application.

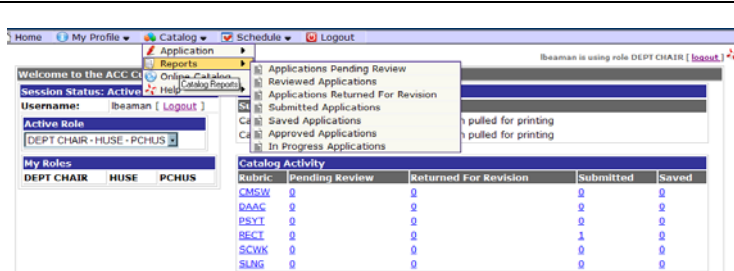


Figure 40 – Applications Returned for Revisions

ID	Type	Summary	Status	Submitted	Last Activity	Action
1327	NEW	SLNG-1240 will be created	DEAN - RETURN FOR REVISION	12/21/2006 9:35:15 AM	12/21/2006 11:40:54 AM	[Review] [Edit]
1328	NEW	SLNG-1206 will be created	DEAN - EXECUTIVE REJECTION	12/21/2006 9:38:36 AM	12/21/2006 11:39:46 AM	[Review] [Edit]
1329	NEW	CMSW-1319 will be created	DEAN - RETURN FOR REVISION	12/21/2006 9:43:56 AM	12/21/2006 11:38:36 AM	[Review] [Edit]
1331	NEW	SLNG-1246 will be created	DEAN - RETURN FOR REVISION	12/21/2006 10:26:07 AM	12/21/2006 11:43:17 AM	[Review] [Edit]

Figure 41 – Applications Returned for Revisions

1. Select **Applications Returned for Revision** from the Report drop down menu.
2. Click **Review** to view an application or **Edit** to make changes.
 - a. If the status states “Executive Rejection” the application is no longer valid for submission.
 - b. If the status states “Return for Revision” the appropriate changes to the application need to be made before the application is resubmitted.

Submitted Applications

The Submitted Applications menu lists the applications you have submitted.

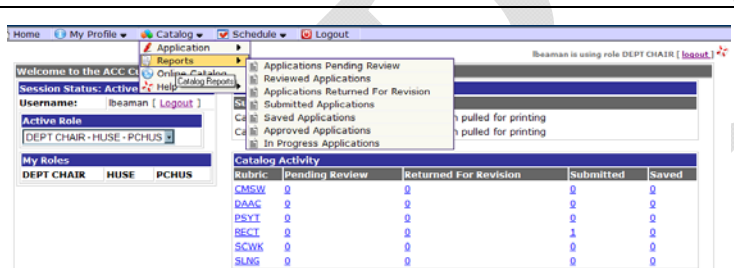


Figure 42 – Submitted Applications

ID	Type	Summary	Status	Submitted	Last Activity	Action
1326	EXPIRE	RECT-1341 will be expired (207U000).	DEAN - APPROVED	12/21/2006 9:21:33 AM	12/21/2006 11:41:50 AM	[View]
1327	NEW	SLNG-1240 will be created	DEAN - RETURN FOR REVISION	12/21/2006 9:35:15 AM	12/21/2006 11:40:54 AM	[View]
1328	NEW	SLNG-1206 will be created	DEAN - EXECUTIVE REJECTION	12/21/2006 9:38:36 AM	12/21/2006 11:39:46 AM	[View]
1329	NEW	CMSW-1319 will be created	DEAN - RETURN FOR REVISION	12/21/2006 9:43:56 AM	12/21/2006 11:38:36 AM	[View]
1330	NEW	CMSW-1309 will be created	DEAN - APPROVED	12/21/2006 9:47:21 AM	12/21/2006 11:44:10 AM	[View]

Figure 43 – Submitted Applications

1. Select **Submitted Applications** from the **Report** drop down menu.

2. This screen displays the status of all applications submitted, their current status, when they were submitted and the last activity taken on the application.

Note: If an application has not been approved, the system will generate a reminder message to the next supervisor to approve the application after a designated period of time.

3. The user may view the application from this screen, but no other action may be taken from this screen.