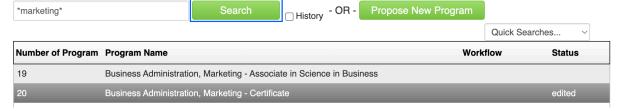
Returning to a Program Proposal that you have saved but not yet submitted

- I. Go to https://clss.ccri.edu/programadmin/
- 2. Log on using your CCRI username and your password.
- 3. In the field to the left of the Search button, enter the program number (e.g., 20) of the program proposal you wish to edit and press the green Search button.
 - a. Note: the list of programs will appear in numbered order with newest programs listed toward the end.. If you are working on the same program, it is wise to make note of the program number for easy searching.



If you do not know the program number, you may also search by typing in a word within the program surrounded by asterisks.



4. Click the green Edit Program button to open the form.



5. Save changes before leaving the form or press the green Start Workflow button to enter it into workflow, which will start the review process.

Questions? Contact crc@ccri.edu

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