



**Scheduling Office**  
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## CREDIT COURSE SECTION CANCEL REQUEST

Date	Subject (ABC)	Number(1160)	Section(C01)	Term

Instructor(s) Attached - Name and ID:

Rationale for course section cancellation:

Currently Scheduled – complete all info:						
M	T	W	R	F	TIME (start & end)	ROOM

Current Section Limit:

Original Number of Registered Students:

Current Number of Registered Students:

Does this cancellation have an effect on existing Academic Blocks? Yes No

Does this cancellation have an impact on students in subsequent term(s)? Yes No

If Yes, do the students need to meet with an Advisor? Yes No

If Yes, has Advising been informed? Yes No

How were/will students be contacted (check all that apply)? In-person Phone Email

What were/will students be given as an alternative to this cancelled course section?

Please be aware that cancelling a course section can impact students in several ways. Impacts may include:

- Course section prerequisite compliance.
- Continuous progression through required terms (Fall & Winter; Spring only when it's a required term for the program).
- Student Loan eligibility (provincial, federal, bank loan); Alberta Works and external agency funding.
- Athletic eligibility (Kodiaks, Prairie Baseball Academy).
- International Student Visa eligibility.

Originator:

Dean/Associate Dean Authorization:

Scheduling Office Use:		Scheduling Office Use Only - Notes:
Timetabler:		
Enterprise:		
Colleague:		
Registration:		
		Logged: