

Post Secondary Enrolment Planning Changes to the Annual Enrolment Plan

Associate Dean:

Date:

Updated on SEM tool Operational version (Y/N) _____

Screen Capture of Updated SEM target attached (Y/N) _____

Has this decision been made public? (Y/N) _____ If no, when will it be? _____

(Please note these changes will not be implemented without the completed update to the operational version of the SEM tool and submission of screen capture of the change. Large changes to program targets, suspensions, or modifications to programs may require further SEM approval)

Pgm # / Cluster*	Pgm Name	Campus	Program Semester i.e. Sem 1	Term i.e.F09	Applicant Status	Suggested STOTT target # to meet audit**	Audit Date Target #	# of Sections	Planned Section Size	Max Offers (Assoc. Reg. to complete)	Reason for Change
					Dom	Current	Current	Current	Current		
						New	New	New	New		
					Int'l ***	Current	Current	Current	Current		
						New	New	New	New		

NOTES:

* If the change to the enrolment plan applies to an entire program cluster, identify the “cluster” program number, the appropriate semester and change to enrolment for that cluster. If change has been identified at the “cluster level” the total impact will be distributed across programs in the cluster in the same pattern as the enrolment plan. If changes are not to be distributed in this pattern then please identify changes at the individual program level.

** Suggested “Start of Term Target” (STOTT) during admission will be considered against historical attrition trend

*** Please note if addition/increase of Int'l seats is *an addition to*, or *included in*, the number of seats available

Please e-mail completed form to Assoc. Reg., Admissions @: deborah.calarco@mohawkcollege.ca

Associate Registrar, Admissions Confirmation:

Completed Form will be distributed by the Registrar's Office to:
Scheduling; Registration Centre; Admissions; Strategic Projects;
Financial Planning