

Category:	Responsible Owner:	Effective Date:
Policy/Form Number:	Approval Body:	Policy/Form Name:

A. POLICY:

PURPOSE/COMMITMENT:

SCOPE:

WHEN TO USE THE POLICY:

DEFINITIONS:

Responsible Owner:

Category: The category or grouping that the policy falls into i.e.

- 1.0 Administration
- 2.0 Education
- 3.0 Finance
- 4.0 Marketing, Admissions and Recruitment
- 5.0 Human Resources
- 6.0 Enterprise Risk Management
- 7.0 Student Services
- 8.0 Technology
- 9.0 Health, Safety & Environment

B. PROCEDURES:

LINKS TO SUPPORTING FORMS, DOCUMENTS, WEBSITE:

REFERENCE TO EMPLOYMENT AGREEMENT CLAUSES:

REFERENCE TO BYLAWS:

RELATED ACTS AND REGULATIONS:

RELATED POLICIES:

C. APPROVALS:

IF APPLICABLE:

Chair, Academic Board	Date:
Chair, Marketing and Recruitment Committee:	Date:
Chair, Finance Committee:	Date:

APPROVAL FOR ALL POLICIES:

Responsible Owner:	Date:
Principal or Designate:	Date:
Chair, Board of Governors:	Date:

Proposed Review Date:	Dates(s) revised:	Replaces Policy/Form Number:
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