Undergraduate Program/Module Closure Template
Submitted on: Add Date Here

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| **Name of the Program/Module** |  |
| **Acronym** (if applicable) |  |
| **Academic Unit** |  |
| **Faculty / Affiliate University College** |  |
| **Primary Contact Person** (Name and e-mail) |  |
| **Date of Closure** |  |
| **Link to Calendar Copy** |  |
| **Motion Being Proposed**State the proposal in the form of a brief motion. A ‘sunset clause’ is normally required for the withdrawal of a program/module that has students currently enrolled in it. The motion should outline when admission will be discontinued and the date for the withdrawal of the program. For example: Effective September 1, 2023, admission to the Major in \_\_\_\_\_\_\_\_\_\_\_\_ be discontinued, and that students currently enrolled in the module be permitted to graduate upon fulfillment of the module requirements by August 31, 2025, and that the module be withdrawn effective September 1, 2025. |
| **Motion:** |
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|  | **Name** | **Signature** | **Date** |
| **Chair / Director** of relevant Academic Unit |  |  |  |
| **Dean** (or delegate) |  |  |  |

**Please complete all relevant sections below (text boxes will expand as needed):**

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| **What is the rationale for the closure? Please describe the alignment with the unit's academic plan.** |
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| **What are the current and projected enrolment figures (until the proposed withdrawal of the program/module)?** |
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| **What is the impact of the closure on the academic unit, other units, and any inter-Faculty and inter-institutional agreements/contracts?** |
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| **If there are current students in the program/module, what plans are in place to support them?** |
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| **Approval by the Faculty Educational Policy Committee (EPC) or equivalent:** |
| Date: |
| **List of persons consulted** |
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Template version: Dec 2022