*[insert the title of proposed program discontinuation]*

*Template must be submitted as a Word document*

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| |  |  |  | | --- | --- | --- | | **Consultations** **must be initiated at least 6 weeks before GEC submission deadline; see notes below**  **\*Complete a separate consultation form for each consultation and submit with proposal** | **Date** | **Consultation**  **Documentation Attached (Y/N)** | | Indigenous Academic and Community Engagement – Kundoqk Jacquie Green, Executive Director, [iaceconsultations@uvic.ca](mailto:iaceconsultations@uvic.ca)  **\*\*Please complete the** [**IACE Consultation form**](https://www.uvic.ca/vpacademic/program-planning/academic-programs/index.php) **and submit with proposal.** |  |  | | Co-operative Education and Career Services – Executive Director – [cooped@uvic.ca](mailto:cooped@uvic.ca) |  |  | | Libraries – Jonathan Bengtson, University Librarian  [ulo@uvic.ca](mailto:ulo@uvic.ca) |  |  | | Consultation with related academic units/programs impacted by the discontinuation (see Section D) |  |  | |

1. **Provide a summary and rationale for the proposed discontinuation (maximum 1 page).**
2. **How does the proposed discontinuation impact students currently enrolled in the program and what is the transition plan for them to complete their program (e.g., student evaluation, supervision, oral examinations)?**
3. **What impact will the proposed discontinuation have on resources such as faculty, staff appointments, and space?**
4. **Provide evidence of consultation with related programs and UVic departments/faculties participating or affected by the program discontinuation (emails/letters of support in an appendix).**