

**Original Approval Date: May 31, 2019**

## Enrolment Management Policy

<b>Office of Accountability:</b>	Provost and Vice-President (Academic)
<b>Office of Administrative Responsibility:</b>	Provost and Vice-President (Academic)
<b>Approver:</b>	General Faculties Council and Board of Governors
<b>Scope:</b>	Compliance with this University policy extends to all academic staff, administrators, colleagues, and support staff as outlined and defined in the Recruitment Policy (Appendix A and Appendix B: Definitions and Categories); and members of the Board of Governors.

### Overview

The *Post-Secondary Learning Act* of Alberta gives the Board of Governors authority to “manage and operate the public post-secondary institution in accordance with its mandate,” and to “make and publish rules respecting the **enrolment** of students to take courses, programs of study or training” (section 60(1)(a) and (d)(i)).

The *Post-Secondary Learning Act* of Alberta gives GFC responsibility, subject to the authority of the Board of Governors, over “academic affairs” (section 26(1)).

### Purpose

To articulate the University’s approach to managing institutional enrolment, including **enrolment targets**, in alignment with short and long-term objectives.

Enrolment and student access at the University of Alberta are affected by a variety of factors, including student demand, workforce demand, and available resources. A top-ranked public teaching and research-intensive university relies on a student population that meets a broad range of criteria in order to achieve its academic mission.

## **POLICY**

Subject to the authority of General Faculties Council and the Board of Governors, the Provost and Vice-President (Academic), as Chief Academic Officer, oversees all academic matters of a significant nature which have an impact on the University as a whole, and as such, is accountable for ensuring appropriate enrolment at the University of Alberta.

The University of Alberta establishes enrolment criteria that ensure academic ability, mix of graduate and undergraduate students, desired number of student places in each Faculty, desired demographic diversity, and relationships with target communities. These criteria are used to inform short, medium and long-term enrolment plans.

For the purpose of managing enrolment levels, targets are established for individual Faculties and for the University as a whole.

Enrolment management processes are detailed in the Enrolment Management Procedure.

## **DEFINITIONS**

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [\[▲ Top\]](#)

<b>Enrolment</b>	The total number of <b>Full Load Equivalentents (FLEs)</b> registered on an annual basis in a program, Faculty, and the University.
<b>Enrolment Target</b>	The total number of Full Load Equivalentents (FLEs) to be registered on an annual basis in a Faculty and the University, as approved by the Board of Governors.
<b>Full Load Equivalentents (FLEs)</b>	As defined by the Ministry of Advanced Education, a FLE is a unit measure of enrolment in which one FLE represents one student taking a full load in a standard year of study.

## **RELATED LINKS**

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## **PUBLISHED PROCEDURES OF THIS POLICY**

[Enrolment Management Procedure](#) (UAPPOL)