

**AGA KHAN UNIVERSITY**  
**Guidelines, Policies and Procedures**

<b>Policy Name</b>	Guidelines for Cancellation of Admission Due to Low Enrolment
<b>Policy Number</b>	039
<b>Approved by</b>	Academic Council
<b>Date of Original Approval</b>	February 28, 2019
<b>Date of Revisions</b>	NA
<b>Contact</b>	Office of the Provost

### **1.0 OVERVIEW**

- 1.1 The policy provides guidelines to academic units in determining whether a new cohort of students will be permitted to commence studies.

### **2.0 REQUIRED ACCEPTANCE OF OFFERS**

- 2.1 Unless otherwise approved by the Provost, the Registrar's Working Group will require academic units to meet the following minimum number of accept offers of admission in order to start a new cohort.
- Undergraduate programmes: 12 students
  - Graduate programmes: 7 students
- 2.2 New cohorts which receive fewer acceptances to the Offers of Admission than the minimum number listed above are subject to cancellation.
- 2.3 Limited enrolment programmes, whose enrolment limits have been set at a level below the minimums noted in Section 2.1, will be exempt from these guidelines.

### **3.0 TIMING**

- 3.1 Where the admission to a programme is to be cancelled, the Registrar's Working Group will inform the Office of the Registrar.
- 3.2 The Office of the Registrar will inform candidates of the decision to cancel the admission as soon as practicable, but no later than two weeks before the programme's published start date.

### **4.0 CANDIDATES FROM CANCELLED COHORTS**

- 4.1 Where admission to a cohort is cancelled, candidates who had accepted the Offer of Admission will be refunded their application / admission fee.

- 4.2 Where admission to a cohort is cancelled, candidates who had accepted the Offer of Admission may request that their application for admission be submitted at the next offering of the programme.