TL82 – Schedule of Classes

These records are comprised of the schedule of classes offered in each term.

Content & Scope
Scheduling is an iterative process requiring cooperation between the Registrar's Office, which is responsible for building the schedule, and the academic units which determine what classes are to be offered.

The official record is the final schedule of classes.

Related Records
For the final examination schedule, see TL80: Examination Schedule

Responsible Unit
Registrar’s Office

Information Steward
Registrar

Privacy Classification
- Public: the final schedule of classes
- Confidential: all other records

Retention
Final schedule of classes: permanent

All other records: until superseded/obsolese

Retention Rationale
The retention period is based on current practice.

Approval Date(s)
July 26, 2010