



DATE: July 21, 2021

TO: Algonquin College Leadership Team

CC: Cost Center Managers and Field Accountants

FROM: Teri Kinnunen, Manager, Corporate Planning

SUBJECT: Updated Second Quarter 2021-22 Schedule

Please share this memo with the appropriate staff in your department.

The 2021-22 Quarterly Review Schedule has been updated to allow for opening of the Second Quarter Projection version in Adaptive Planning earlier than originally scheduled. The revised opening date is **Monday, August 9**th **at 9:00 a.m**. <u>Click here</u> for the updated schedule on our Finance website.

If you have any questions or concerns, please contract <u>Teri Kinnunen</u>, Manager, Corporate Planning.

