

MEMO

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 9th at 9:00 a.m.** [Click here](#) for the updated schedule on our Finance website.

If you have any questions or concerns, please contact [Teri Kinnunen](#), Manager, Corporate Planning.