

Memorandum

Subject: Additional Time to Complete a Program/Session- No Cost Implications Business Process

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Issuer: David Schneider
Executive Director
Employment and Financial Program Policy

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Human Services Common Service Access Division:
Common Service Delivery
Tuition-based Public and Private Training Providers
Student Aid Alberta

MESSAGE:

Due to unforeseen circumstances, a learner may not be able to complete their program/session by their original end date and may be granted additional time to complete. In the event that the learner is an active EI recipient, Service Canada needs to be informed of the change in dates. It has recently been brought to our attention that the code table options in Mobius do not accurately reflect this change reason.

Given that the frequency of this occurring is extremely rare, a system change has not been requested, however the business process has been modified to eliminate any potential confusion.

The existing ["Additional Time to Complete a Program/Session – No Cost Implications"](#) Business Process has been modified.