

TO: All MUNFA Members

FROM: The MUNFA Executive Committee

DATE: February 27, 2013

**SUBJECT: Withholding Consent for Publication of CEQ Results**

---

You will soon receive from the Centre for Institutional Analysis and Planning (CIAP) a form on which you can indicate your desire to withhold consent for publication of CEQ (Course Evaluation Questionnaire) results for any or all of the courses you teach. The form is being delivered to the head of your academic unit who will then forward it to you. As you may know by now, the CEQs will now be administered to students through an online interface; they will no longer be given to students in the classroom.

Please realize that this form must be returned to CIAP no later than one week after the last day of classes (April 12, 2013) if you wish to withhold consent. **If you do not return the form, you have tacitly given consent for publication of your CEQ results.**