| **Email Title:** | Office Hours Cancel | **Email ID:** | 248 |
| **Module:** | Events | **Email Recipient(s):** | Candidates |
| **Email Trigger:** | When an office hours company event is cancelled. | | |

**Description:** Â ThisÂ emailÂ templateÂ is by default blank at the GradLeaders Standard level. It is sent via anÂ emailÂ pop up allowing admins to edit theÂ emailÂ at the time of sending. TheÂ emailÂ may be edited by an Admin user on the Job Board Program.

**The following is a list of defined replaceable parameters that may be used in the Office Hours Cancel template:** Dress Code - {dresscode} Event Signup End Date - {eventsignupenddate} EventDate - {eventdate} EventDesc - {eventdesc} EventName - {eventname} Location - {location} StudentFirstName - {studentfirstname} StudentLastName - {studentlastname} StudentMiddleName - {studentmiddlename} StudentSuffix - {studentsuffix} TimeSlot - {timeslot} Work Authorization - {workauthorization} **This email is controlled by the following settings and/or permissions (if applicable):** n/a **Note(s):** *If you do not have access to the configuration, please use the â€œContactâ€• link above for assistance with modifying your email templates or contact a GradLeaders Representative*