

**UNIVERSITY OF TORONTO – TORONTO SCHOOL OF THEOLOGY  
DOCTOR OF MINISTRY PROGRAM, ONLINE ASSISTED LEARNING FORMAT  
2013 SUMMER SESSION – STUDENT ACCOUNT INFORMATION**

To determine your fee adjustments or reversals, review the applicable circumstances in each of the following four categories:

<b>Category 1: Academic Fees – Program Fees</b> <i>(Fees charged as a single rate)</i>		
If you cancel your registration for the session, Program fees are reversed in accordance with this schedule, using the registration cancellation date recorded on ROSI. <b>Cancellation of registration only occurs when all courses are cancelled.</b> If any courses with a final standing remain on the record for the academic session– a final mark, CR/NCR, LWD, or WDR – a student will not be eligible to cancel the registration for that session, and thus will not be eligible to have the program fee charges reduced.		
<b>Program Charge Reversed</b>	<b>Recorded Date of Cancelled Registration on ROSI</b>	<b>Note 1:</b> Program fees will be reversed and a minimum charge of \$242.00 will be charged to students who cancel their registration in this session in a program (degree or non-degree program) on or after the published date for the first day of classes for the Fall-Winter Session. <b>Note 2:</b> The last date to cancel a course or registration with no academic penalty is not the same as the last date to be eligible for a refund.
100%	<b>To May 26</b>	
100% less minimum charge <b>(Note 1)</b>	<b>May – 27 – June 2</b>	
50%	<b>June 3 – July 1</b>	
0	On <b>July 2</b> or after	

<b>Category 2: Incidental Fees – Compulsory Campus and Student Services</b> <i>(charges reversed only when registration is cancelled)</i>	
<b>Incidental Charges Reversed</b>	<b>Summer, Fall-Winter Registration September - April Recorded Date of Cancellation</b>
100%	<b>To June 2</b>
50%	<b>June 3 – July 1</b>
0	On <b>July 2</b> or after

<b>Category 3: Ancillary Fees – Fees for specific programs or courses</b> <i>(charges reversed only when registration is cancelled) This schedule only applies to ancillary fees that are displayed on your ROSI invoice.</i>	
<b>Ancillary Charges Reversed</b>	<b>Summer, Fall-Winter Registration September - April Recorded Date of Cancellation</b>
100%	<b>To June 2</b>
0	On <b>June 3</b> or after

<b>Category 4: Other Fees</b>	
<b>System Access Fee of \$50.00</b>	<b>Non-refundable</b>
<b>University Health Insurance Plan (UHIP) Fee of \$228.00</b>	<b>UHIP fee adjustments and reversals are made by student request to the UHIP Office. Instructions can be viewed at <a href="http://cie.utoronto.ca/Programs/University-Health-Insurance-Plan.htm">http://cie.utoronto.ca/Programs/University-Health-Insurance-Plan.htm</a>.</b>

**AN EXCEPTION TO THESE REFUND SCHEDULES WILL BE CONSIDERED ONLY WHERE THERE IS EVIDENCE OF ERROR ON THE PART OF THE UNIVERSITY.**

**Any credit resulting from a fee reversal will be applied first towards outstanding charges on your ROSI account and then a credit balance may be eligible for disbursement to the student on request. Refer to the 'Refund of Credit Balances' section on the Student Accounts website.**