

**UNIVERSITY OF TORONTO SCARBOROUGH**  
**2017 SUMMER SESSION- REFUND SCHEDULES**

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

<b>Category 1A: Academic Fees – Course Fees</b> ( <i>Fees charged for each course</i> )				
<b>If you cancel a course, the course fee is adjusted or reversed in accordance with this schedule, using the course cancellation date recorded on ACORN/ROSI. If you cancel your registration for the semester, there are additional financial implications (see Note 1).</b>				
Course Charge Reversed	Recorded Date of Course Cancellation on ACORN/ROSI <i>Section Code Y</i>	Recorded Date of Course Cancellation on ACORN/ROSI <i>Section Code F</i>	Recorded Date of Course Cancellation on ACORN/ROSI <i>Section Code S</i>	<p><b>Note 1:</b> If you cancel your last course and your registration in the semester on or after the published first day of classes, a <u>minimum charge of \$270.00</u> will be charged. This policy applies to degree or non-degree students.</p> <p><b>Note 2:</b> This refund schedule applies to courses offered on any U of T campus.</p> <p><b>Note 3:</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.</p>
100%	To April 30	To April 30	To June 18	
100% less minimum charge <b>(Note 1)</b>	May 1 – May 7	May 1 – May 7	June 19–June 25	
75%	May 8 – May 22	May 8 – May 14	June 26 – July 3	
50%	May 23 – June 5	May 15 – May 29	July 4 – July 17	
0	On <b>June 6</b> or after	On <b>May 30</b> or after	On <b>July 18</b> or after	

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**Category 1B: Academic Fees – (Fees charged as a single rate)**

**Bachelor of Business Administration (including Co-op) – Year 2 or Higher**  
**Computer Science (Major or Specialist including Co-op) – Year 2 or Higher**

The University of Toronto Scarborough Program Fee assesses a single fee for Summer semester studies for students who enroll in 2.0 or more credits. Students under the Program Fee may add and cancel courses without generating either further charges or refunds for individual enrolment transactions. If you are appropriately assessed a Program Fee, a refund is generated only by completely withdrawing from studies by the deadlines, as explained below. See UTSC fee schedules for more detailed information.

If you cancel your registration for the semester, program fees are reversed in accordance with this schedule, using the registration cancellation date recorded on ACORN/ROSI. **Cancellation of registration only occurs when all courses are cancelled. If any courses with a final standing remain on the record for the academic session– a final mark, CR/NCR, P/FL– a student will not be eligible to cancel the registration for that session.**

Program Charge Reversed		Recorded Date of Cancelled Registration on ACORN/ROSI	
100%		To April 30	<b>Note 1:</b> If you cancel your last course and your registration in the semester on or after the published first day of classes, a <u>minimum charge of \$270.00</u> will be charged. This policy applies to degree or non-degree students.
100% less minimum charge ( <b>Note 1</b> )		May 1 – May 7	<b>Note 2:</b> Immediately after the last day to add F and Y courses, your F and Y course enrolments will be counted and “frozen” for the purposes of the Summer semester Program Fee. In addition, F and Y course Wait List places, S course enrolments and S course Wait list places, will be included with this course load for the purposes of Summer semester Program Fee.  <b>A)</b> If this totals 2.0 or more credits, you will be charged the Program Fee.
If Summer load is 2.0 credits or more on May 7 (last day to add F & Y courses) ( <b>Note 2</b> )	50%	May 8 – June 25	<b>B)</b> If this totals 1.75 or fewer, you will be moved from Program fee to Per-Course fee billing. Program fees will be reversed and course fees will be charged for each course and refunded according to <b>Refund Category 1A</b> .  <b>Note 3:</b> After the last date to add S courses, your final S course enrolments will be counted and included with your F + Y course enrolments and “frozen” for the Summer semester (See Note 2).
	0	On June 26 or after	
If Summer course load is 1.75 credits or fewer on July 3 (last day to add S courses) ( <b>Note 3</b> )	100% Less per-course refund	On July 4 or after	<b>A)</b> If the total is 2.0 or more credits, you will be charged the Program Fee.  <b>B)</b> If the total is 1.75 or fewer, you will be moved from Program fee to Per-Course fee billing. Program fees will be reversed and course fees will be charged for each course and refunded according to <b>Refund Category 1A</b> .  <b>Note 4:</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.

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**Category 1C: Academic Fees – Concurrent Teacher Education Program (Fees charged as a single rate)**

The University of Toronto Scarborough Program Fee assesses a single fee for Summer studies for students who enroll in 1.5 or more credits per semester. Students under the Program Fee may add and cancel courses without generating either further charges or refunds for individual enrolment transactions.

If you cancel your registration for the semester, program fees are reversed in accordance with this schedule, using the registration cancellation date recorded on ACORN/ROSI. **Cancellation of registration only occurs when all courses are cancelled. If any courses with a final standing remain on the record for the academic session– a final mark, CR/NCR, P/FL– 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.**

Program Charge Reversed	Recorded Date of Cancelled Registration on ACORN/ROSI	
100%	To April 30	<p><b>Note 1:</b> If you cancel your last course and your registration in the semester on or after the published first day of classes, a <u>minimum charge of \$270.00</u> will be charged. This policy applies to degree or non-degree students.</p> <p><b>Note 2:</b> <u>Programs that are charged a program fee for full-time studies and course fees for part-time studies.</u> Students who drop their course load to fewer than 1.5 credits (part-time) in the Summer session during the 50% refund period will have 50% of the full-time program fee reversed, and will also be charged 50% of the program per-course fees charged according to the students' credit weight for the Summer semester. No incidental fee adjustment is made.</p> <p><b>Note 3:</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.</p>
100% less minimum charge (Note 1)	May 1 – May 7	
50%	May 8 – June 25	
0	On June 26 or after	

**Category 2: Incidental Fees – Campus and Societies Fees**

- Incidental Fees are mandatory campus and student service fees charged to all students.
- Incidental Fees are reversed only when registration is cancelled.
- Co-op program, Centennial Joint Program, and Placement fees

Incidental Charges Reversed	Recorded Date of Cancellation		
	Full Session Registration Only May - August Recorded Date of Cancellation on ACORN/ROSI	Partial Session Registration Only May – June Recorded Date of Cancellation on ACORN/ROSI	Partial Session Registration Only July – August Recorded Date of Cancellation on ACORN/ROSI
100%	To May 7	To May 7	To June 25
50%	May 8 – June 12	May 8 – May 29	June 26 – July 17
0%	On June 13 or after	On May 30 or after	On July 18 or after

**Category 3: Ancillary Fees – Fees for specific programs or courses**

- This schedule only applies to ancillary fees (e.g. Lab Materials, and Placement fees) that are displayed on your ACORN/ROSI invoice.
- These fees are reversed only when registration is cancelled.

Ancillary Charges Reversed	Recorded Date of Cancellation		
	Full Session Registration Only May - August Recorded Date of Cancellation	Partial Session Registration Only May – June Recorded Date of Cancellation	Partial Session Registration Only July - August Recorded Date of Cancellation
100%	To May 7	To May 7	To June 25
0%	On May 8 or after	On May 8 or after	On June 26 or after

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Category 4: Other Fees	
System Access Fee of \$55.00	Non-refundable
University Health Insurance Plan (UHIP) Fee of \$204.00	UHIP fee adjustments and reversals are made by student request to the UHIP Office. Instructions can be viewed at <a href="http://www.studentlife.utoronto.ca/cie/uhip">http://www.studentlife.utoronto.ca/cie/uhip</a>

**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 at [http://www.fees.utoronto.ca/sessions/summer\\_2017/refunds/refunds.htm](http://www.fees.utoronto.ca/sessions/summer_2017/refunds/refunds.htm)***