

UNIVERSITY OF TORONTO SCARBOROUGH
2018 SUMMER SESSION- REFUND SCHEDULES

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

Category 1A: Academic Fees – Course Fees <i>(Fees charged for each course)</i>				
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. If you cancel your registration for the semester, there are additional financial implications (see Note 1).				
Course Charge Reversed	Recorded Date of Course Cancellation on ACORN <i>Section Code Y</i>	Recorded Date of Course Cancellation on ACORN <i>Section Code F</i>	Recorded Date of Course Cancellation on ACORN <i>Section Code S</i>	
100%	To May 6	To May 6	To June 24	<p>Note 1: 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 \$278.00</u> will be charged. This policy applies to degree or non-degree students.</p> <p>Note 2: This refund schedule applies to courses offered on any U of T campus.</p> <p>Note 3: 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 <i>(Note 1)</i>	May 7 - May 13	May 7 – May 13	June 25 – July 2	
75%	May 14 – May 28	May 14 – May 18	July 3 – July 9	
50%	May 29 – June 11	May 19 – June 4	July 10 – July 23	
0	On June 12 or after	On June 5 or after	On July 24 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. **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	
100%		To May 6	Note 1: 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 \$278.00</u> will be charged. This policy applies to degree or non-degree students.
100% less minimum charge (Note 1)		May 7 – May 13	Note 2: 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. A) 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 13 (last day to add F & Y courses) (Note 2)	50%	May 14 – July 2	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 Refund Category 1A .
	0	On July 3 or after	
If Summer course load is 1.75 credits or fewer on July 2 (last day to add S courses) (Note 3)	100% Less per-course refund	On July 3 or after	Note 3: 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). A) If the total is 2.0 or more credits, you will be charged the Program Fee. 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 Refund Category 1A . Note 4: 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. **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	<p>Note 1: 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 \$278.00</u> will be charged. This policy applies to degree or non-degree students.</p> <p>Note 2: <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>Note 3: 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 May 6	
100% less minimum charge (Note 1)	May 7 – May 13	
50%	May 14 – July 2	
0	On July 3 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	Partial Session Registration Only May – June Recorded Date of Cancellation on ACORN	Partial Session Registration Only July – August Recorded Date of Cancellation on ACORN
100%	To May 13	To May 13	To July 2
50%	May 14 – June 18	May 14 – June 4	July 3 – July 23
0%	On June 19 or after	On June 5 or after	On July 24 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 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 13	To May 13	To July 2
0%	On May 14 or after	On May 14 or after	On July 3 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 http://www.studentlife.utoronto.ca/cie/uhip

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 ACORN 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_2018/refunds/refunds.htm