

**UNIVERSITY OF TORONTO FACULTY OF ARCHITECTURE, LANDSCAPE & DESIGN
2019 SUMMER SESSION – REFUND SCHEDULES**

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

Category 1: Academic Fees – Course Fees (<i>Fees charged for each course to Part-time/Special Students</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 session, 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>	<p>Note 1: If you cancel your last course and your registration in the session a <u>minimum charge of \$286.00</u> will be charged to students who cancel their registration in a program (degree or non-degree program) on or after the published date for the first day of classes.</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%	To May 5	To May 5	To July 1	
100% less minimum charge <i>(Note 1)</i>	May 6 - May 12	May 6 – May 12	July 2 – July 8	
75%	May 13 – May 27	May 13 – May 20	July 9 – July 15	
50%	May 28 – June 10	May 21 – June 3	July 16 – July 29	
0	On June 11 or after	On June 4 or after	On July 30 or after	

Category 2: Incidental Fees – Compulsory Campus and Student Services (<i>charges reversed only when registration is cancelled</i>)			
Incidental Charges Reversed	Full Session Registration <i>May - August</i> Recorded Date of Cancellation	Partial Session Registration Only <i>May – June only</i> Recorded Date of Cancellation	Partial Session Registration Only <i>July – August only</i> Recorded Date of Cancellation
100%	To May 12	To May 12	To July 8
50%	May 13 – June 27	May 13 – June 3	July 9 – July 29
0	On June 28 or after	On June 4 or after	On July 30 or after

Category 1B: Academic Fees – Intensive 2 week courses only (<i>Fees charged for each course</i>)					
Course Charge Reversed	Recorded Date of Cancellation <i>Section Code F1</i> June 3 – June 14	Recorded Date of Cancellation <i>Section Code F1</i> June 17 – June 28	Recorded Date of Cancellation <i>Section Code F1</i> July 8 – July 19	Recorded Date of Cancellation <i>Section Code F1</i> July 15 – July 28	<p>(Note 1): If you cancel your last course and your registration in the session a <u>minimum charge of \$286.00</u> will be charged to students who cancel their registration in a program (degree or non-degree program) on or after the published date for the first day of classes.</p> <p>Note 2) Course cancellations for ARC399H1 must be completed by the cancellation dates indicated, either in person at the Daniels' Registrar's Office or via email to mailto:registrar@daniels.utoronto.ca from your @mail.utoronto.ca account.</p>
100%	To June 2	To June 16	To July 7	To July 14	
100% less minimum charge <i>(Note 1)</i>	June 3 – June 4	June 17 – June 18	July 8 – July 9	July 15 – July 16	
75%	June 5 - June 6	June 19 - 20	July 10 – July 11	July 17 – July 18	
50%	June 7	June 21	July 12	July 19	
0	On June 8 or after	On June 22 or after	On July 13 or after	On July 20 or after	

Category 3: Ancillary Fees – Fees for specific programs or courses (charges reversed only when registration is cancelled) This schedule only applies to ancillary fees that are displayed on your ACORN invoice.

Ancillary Charges Reversed	Full Session Registration <i>May - August</i> Recorded Date of Cancellation	Partial Session Registration Only <i>May – June only</i> Recorded Date of Cancellation	Partial Session Registration Only <i>July – August only</i> Recorded Date of Cancellation
100%	To May 12	To May 12	To July 8
0	On May 13 or after	On May 13 or after	On July 9 or after

Category 4: Other Fees

System Access Fee of \$55.00	Non-refundable
University Health Insurance Plan (UHIP) Fee of \$208.00	UHIP fee adjustments and reversals are made by student request to the UHIP Office. Instructions can be viewed at http://cie.utoronto.ca/Programs/University-Health-Insurance-Plan.htm

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 website or go to; http://www.fees.utoronto.ca/sessions/summer_2019/refunds/refund_request.htm