

**UNIVERSITY OF TORONTO SCARBOROUGH**  
**2019 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. If you cancel your registration for the semester, there are additional financial implications (see Note 1).</b> |  |  |  |  |
| <b>Course Charge Reversed</b>   | <b>Recorded Date of Course Cancellation on ACORN<br/><i>Section Code Y</i></b> | <b>Recorded Date of Course Cancellation on ACORN<br/><i>Section Code F</i></b> | <b>Recorded Date of Course Cancellation on ACORN<br/><i>Section Code S</i></b> | <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 \$286.00</u> will be charged. This policy applies to degree or non-degree students.<br><br><b>Note 2:</b> This refund schedule applies to courses offered on any U of T campus.<br><br><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. |
| 100%  | To May 5   | To May 5   | To June 23   |  |
| 100%<br>less minimum charge<br><b>(Note 1)</b>  | May 6 - May 12   | May 6 – May 12   | June 24 – July 1   |  |
| 75%   | May 13 – May 27  | May 13 – May 20  | July 2 – July 8  |  |
| 50%   | May 28 – June 10   | May 21 – June 3  | July 9 – July 22   |  |
| 0   | On <b>June 11</b> or after   | On <b>June 4</b> or after  | On <b>July 23</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. **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 5   | <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 \$286.00</u> will be charged. This policy applies to degree or non-degree students.  |
| 100%<br>less minimum charge ( <b>Note 1</b> )  |                                    | May 6 – May 12                                   | <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.<br><br><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 12 (last day to add F & Y courses) ( <b>Note 2</b> )      | 50%                                | May 13 – July 1                                  | <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> .<br><br><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 July 2 or after                               |   |
| If Summer course load is 1.75 credits or fewer on July 1 (last day to add S courses) ( <b>Note 3</b> ) | 100% <b>Less per-course refund</b> | On July 2 or after                               | <b>A)</b> If the total is 2.0 or more credits, you will be charged the Program Fee.<br><br><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> .<br><br><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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| <b>Category 2: Incidental Fees – Campus and Societies Fees</b>   |   |  |   |
|--|---|--|---|
| <ul style="list-style-type: none"> <li>Incidental Fees are mandatory campus and student service fees charged to all students.</li> <li>Incidental Fees are reversed only when registration is cancelled.</li> <li>Co-op program, Centennial Joint Program, and Placement fees</li> </ul> |   |  |   |
| <b>Incidental Charges Reversed</b>   | <b>Recorded Date of Cancellation</b>  |  |   |
|  | Full Session Registration Only<br><b>May - August</b><br>Recorded Date of Cancellation on ACORN | Partial Session Registration Only<br><b>May – June</b><br>Recorded Date of Cancellation on ACORN | Partial Session Registration Only<br><b>July – August</b><br>Recorded Date of Cancellation on ACORN |
| 100%   | <b>To May 12</b>  | <b>To May 12</b>   | <b>To July 1</b>  |
| 50%  | <b>May 13 – June 17</b>   | <b>May 13 – June 3</b>   | <b>July 2 – July 22</b>   |
| 0%   | On <b>June 18</b> or after  | On <b>June 4</b> or after  | On <b>July 23</b> or after  |

| <b>Category 3: Ancillary Fees – Fees for specific programs or courses</b>   |  |   |  |
|---|--|---|--|
| <ul style="list-style-type: none"> <li>This schedule only applies to ancillary fees (e.g. Lab Materials, and Placement fees) that are displayed on your ACORN invoice.</li> <li>These fees are reversed only when registration is cancelled.</li> </ul> |  |   |  |
| <b>Ancillary Charges Reversed</b>   | <b>Recorded Date of Cancellation</b>   |   |  |
|   | Full Session Registration Only<br><b>May - August</b><br>Recorded Date of Cancellation | Partial Session Registration Only<br><b>May – June</b><br>Recorded Date of Cancellation | Partial Session Registration Only<br><b>July - August</b><br>Recorded Date of Cancellation |
| 100%  | <b>To May 12</b>   | <b>To May 12</b>  | <b>To July 1</b>   |
| 0%  | On <b>May 13</b> or after  | On <b>May 13</b> or after   | On <b>July 2</b> or after  |

| <b>Category 4: Other Fees</b>                           |  |
|---|--|
| System Access Fee of \$55.00                            | <b>Non-refundable</b>  |
| 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 <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 ACORN account and then a credit balance may be eligible for disbursement to the student on request. Refer to the [Refund of Credit Balances](http://www.fees.utoronto.ca/sessions/summer_2019/refunds/refunds.htm) section on the Student Accounts at [http://www.fees.utoronto.ca/sessions/summer\\_2019/refunds/refunds.htm](http://www.fees.utoronto.ca/sessions/summer_2019/refunds/refunds.htm)***