## SCHOOL OF GRADUATE STUDIES 2013 - 2014 FALL - WINTER 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 – Program Fees

(Full-time & Part-time Degree Students, and Full-time non-Degree Special Students) If you cancel your registration for the session, Program fees are reversed in accordance with this schedule, using the registration

cancellation date recorde	d on ROSI.				
	Fall-Winter Registration	Fall Registration Only	Winter Registration Only	Note 1: If you cancel	
Program Charge	September - April	September - December	January - April	your last course and	
Reversed	Recorded Date of	Recorded Date of	Recorded Date of	your registration in the	
	Cancellation	Cancellation	Cancellation	session a <u>minimum</u>	
100%	To September 8	To September 8	To January 5	charge of \$242.00 will be charged to students	
100% less minimum charge <u>(Note 1)</u>	Sept. 9 – Sept. 22	Sept. 9 – Sept. 22	Jan. 6 – Jan. 19	who cancel their registration in a program (degree or non-degree program)	
50%	Sept. 23 – Dec. 20	Sept. 23 – Oct. 21	Jan. 20 – Feb. 16	on or after the published date for the	
0	On <b>December 21</b> or after	On October 22 or after	On February 17 or after	first day of classes.	

Category 1B: Academic Fees – Course Fees (Fees charged for each course to Part-time/Special Students)				
If you cancel your registra cancellation date recorde	ation for the session, Progra d on ROSI.	n fees are reversed in acco	rdance with this schedule, u	ising the registration
Course Charge Reversed	Recorded Date of Course Cancellation on ROSI Section Code Y	Recorded Date of Course Cancellation on ROSI Section Code F	Recorded Date of Course Cancellation on ROSI Section Code S	Note 1: If you cancel your last course and your registration in the session a <u>minimum charge of \$242.00</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. Note 2: This refund schedule applies to courses
100%	To September 8	To September 8	To January 5	
100% less minimum charge (Note 1)	Sept. 9 – Sept. 22	Sept. 9 – Sept. 22	Jan. 6 – Jan. 19	
75%	Sept. 23 – Oct. 14	Sept. 23 – Sept. 29	Jan. 20 – Jan. 26	
50%	Oct. 15 – Nov. 11	Sept. 30 – Oct. 14	Jan. 27 – Feb. 9	offered on any U of T
0	On <b>November 12</b> or after	On <b>October 15</b> or after	On <b>February 10</b> or after	campus.

Category 2: Incider cancelled)	ntal Fees – Compulsory Campus	and Student Services (charges r	eversed only when registration is
Incidental Charges Reversed	Fall-Winter Registration September - April Recorded Date of Cancellation	Fall Registration Only September - December Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation
100%	To September 22	To September 22	To January 19
50%	Sept. 23 – Dec. 20	Sept. 23 – Oct. 21	Jan. 20 – Feb. 16
0	On December 21 or after	On October 22 or after	On February 17 or after

Category 3A: Ancillary Fees – Fees for specific programs or courses except for the IBMME Application fee (see Category 3B). Charges reversed only when registration is cancelled. This schedule only applies to ancillary fees that are displayed on your ROSI invoice.

Ancillary Charges Reversed	Fall-Winter Registration September - April Recorded Date of Cancellation	Fall Registration Only September - December Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation
100%	To September 22	To September 22	To January 19
	On September 23 or after	On September 23 or after	On January 20 or after

Category 3B: IBMME Application fee (charges reversed only when registration is cancelled). This schedule only applies to ancillary fees that are displayed on your ROSI invoice.			
Ancillary Charges Reversed	Fall-Winter Registration September - April Recorded Date of Cancellation	Fall Registration Only September - December Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation
100%	To September 8	To September 8	To January 5
0	On September 9 or after	On September 9 or after	On January 6 or after

Category 4: Other Fees	
System Access Fee of \$50.00	Non-refundable
University Health Insurance Plan (UHIP) Fee of \$684.00	UHIP fee adjustments and reversals are made by student request to the UHIP Office. Instructions can be viewed at <u>http://cie.utoronto.ca/Programs/University-Health-Insurance-Plan.htm</u> .

## 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 <u>'Refund of Credit Balances'</u> section on the Student Accounts website.