

**UNIVERSITY OF TORONTO – FACULTY OF ARCHITECTURE, LANDSCAPE & DESIGN  
INTERNATIONAL FOUNDATION PROGRAM (IFP)  
2012 - 2013 FALL - WINTER SESSION – REFUND SCHEDULES**

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

<b>Category 1: Academic Fees – Course Fees</b> ( <i>Fees charged for each course</i> ): <b>Course Cancellation</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 ROSI. If you cancel your registration for the session, there are additional financial implications (see Note 1).		
<b>Course Charge Reversed</b>	<b>Recorded Date of Course Cancellation on ROSI</b>	<b>Note 1:</b> If you cancel your last course and your registration in the session a <u>minimum charge of \$235.00</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. <b>Note 2:</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%	<b>To September 9</b>	
100% less minimum charge ( <b>Note 1</b> )	<b>Sept. 10 – Sept. 23</b>	
75%	<b>Sept. 24 – Oct. 15</b>	
50%	<b>Oct. 16 – Nov. 12</b>	
0	On <b>November 13</b> or after	

<b>Category 2: Incidental Fees – Compulsory Campus and Student Services</b> ( <i>charges reversed only when registration is cancelled</i> )	
<b>Incidental Charges Reversed</b>	<b>Fall - Winter Registration September - April Recorded Date of Cancellation</b>
100%	<b>To September 23</b>
50%	<b>Sept. 24 – Jan. 20</b>
0	On <b>January 21</b> or after

<b>Category 3: Ancillary Fees – Fees for specific programs or courses</b> ( <i>charges reversed only when registration is cancelled</i> ) <i>This schedule only applies to ancillary fees that are displayed on your ROSI invoice.</i>	
<b>Ancillary Charges Reversed</b>	<b>Fall-Winter Registration September - April Recorded Date of Cancellation</b>
100%	<b>To September 23</b>
0	On <b>September 24</b> or after

<b>Category 4: Other Fees</b>	
International Foundation Program Enrolment Deposit (\$5,000.00 CDN)	<b>Non-refundable</b>
System Access Fee of \$45.00	<b>Non-refundable</b>
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 <a href="http://cie.utoronto.ca/Programs/University-Health-Insurance-Plan.htm">http://cie.utoronto.ca/Programs/University-Health-Insurance-Plan.htm</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 website (at [www.fees.utoronto.ca](http://www.fees.utoronto.ca) ,click on '2012-2013 Fall&Winter' and then click on 'Refund of Credit Balances')***