

**SCHOOL OF GRADUATE STUDIES
GEMBA PROGRAM
2020 – 2021 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 <i>(Full-time & Part-time Degree Students, and Full-time non-Degree Special Students)</i>			
If you cancel your registration for the session, Program fees are reversed in accordance with this schedule, using the registration cancellation date recorded on ACORN.			
Program Charge Reversed	Fall Registration Only <i>September - December</i> Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation	Note 1: If you cancel 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.
100%	To October 19	To January 10	
100% less minimum charge <i>(Note 1)</i>	Oct. 20 – Nov. 2	Jan. 11 – Jan. 24	
50%	Nov. 3 – Nov. 30	Jan. 25 – Feb. 22	
0	On November 31 or after	On February 23 or after	

Category 2: Incidental Fees – Compulsory Campus and Student Services (charges reversed only when registration is cancelled)		
Incidental Charges Reversed	Fall Registration Only <i>September - December</i> Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation
100%	To November 2	To January 24
50%	Nov. 3– Nov. 30	Jan. 25 – Feb. 22
0	On November 31 or after	On February 23 or after

Category 4: Other Fees	
System Access Fee of \$55.00	Non-refundable
University Health Insurance Plan (UHIP) Fee of \$636.00	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 [‘Request a Refund’](#) section on the Student Accounts website.