

**SCHOOL OF GRADUATE STUDIES
EMBA PROGRAM
2022 – 2023 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-Winter Registration Only (Year 1) September - April Recorded Date of Cancellation | Fall Registration Only (Year 2) September - December Recorded Date of Cancellation | Note 1: If you cancel your registration in the session a <u>minimum charge of \$311.00</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 September 18 | To September 8 | |
| 100% less minimum charge <i>(Note 1)</i> | Sept. 19 – Oct. 2 | Sept. 9 – Sept. 22 | |
| 50% | Oct. 3 – Dec 20 | Sept. 23 – Oct. 23 | |
| 0 | On December 21 or after | On October 24 or after | |

| Category 2: Incidental Fees – Compulsory Campus and Student Services (charges reversed only when registration is cancelled) | | |
|--|---|---|
| Incidental Charges Reversed | Fall-Winter Registration Only (Year 1) September - April Recorded Date of Cancellation | Fall Registration Only (Year 2) September - December Recorded Date of Cancellation |
| 100% | To Oct. 2 | To September 22 |
| 50% | Oct. 3 – Dec 20 | Sept. 23 – Oct. 23 |
| 0 | On December 21 or after | On October 24 or after |

| Category 4: Other Fees | |
|--|---|
| System Access Fee of \$57.00 | Non-refundable |
| University Health Insurance Plan (UHIP) Fee of \$756.00 | 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.