

**SCHOOL OF GRADUATE STUDIES
EMBA PROGRAM
2023 – 2024 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 \$320.00</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 17	To September 6	
100% less minimum charge <i>(Note 1)</i>	Sept. 18 – Oct. 1	Sept. 7 – Sept. 20	
50%	Oct. 2 – Dec 20	Sept. 21 – Oct. 21	
0	On December 21 or after	On October 22 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. 1	To September 20
50%	Oct. 2 – Dec 20	Sept. 21 – Oct. 21
0	On December 21 or after	On October 22 or after

Category 4: Other Fees	
System Access Fee of \$58.00	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.