

**SCHOOL OF GRADUATE STUDIES
EMBA PROGRAM
2024 – 2025 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) <i>September - April</i> Recorded Date of Cancellation	Fall Registration Only (Year 2) <i>September - December</i> Recorded Date of Cancellation	Note 1: If you cancel your registration in the session a <u>minimum charge of \$329.00</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 15	To September 2	
100% less minimum charge <i>(Note 1)</i>	Sept. 16 – Sept. 29	Sept. 3 – Sept. 16	
50%	Sept. 30 – Dec. 23	Sept. 17 – Oct. 28	
0	On December 24 or after	On October 29 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) <i>September - April</i> Recorded Date of Cancellation	Fall Registration Only (Year 2) <i>September - December</i> Recorded Date of Cancellation
100%	To September 29	To September 16
50%	Sept. 30 – Dec. 23	Sept. 17 – Oct. 28
0	On December 24 or after	On October 29 or after

Category 4: Other Fees	
System Access Fee of \$59.25	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.