

**TABLE 1 - Tuition Refund Calculation Worksheet
EDUC AQ - Summer 2016**

The Refund Calculation Worksheet is an *estimate* only. The Refund Due is based on the assumption that the student has paid his/her tuition in full.

REFUND DUE = [(Total Tuition Paid - Non-Refundable Fee - Other) X Refund Rate] - Cancellation Fee*

*Students who withdraw from classes are subject to cancellation charges as early as the first day of session

REFUND CALCULATION WORKSHEET

| | | |
|--|----------------------|-------------------------|
| Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Undergraduate Fee Schedule) | <input type="text"/> | line 1 |
| Determine Non-Refundable fees (see below);and Other Applicable Fees (Note 2); insert total amount on line 2 | <input type="text"/> | line 2 |
| Total Refundable Tuition Amount (line 1 - line 2) | <input type="text"/> | line 3 |
| Determine Refund Rate; insert Refund Rate on line 4 (see applicable TABLE 2) (Note 1) | <input type="text"/> | line 4 |
| Multiply line 3 by line 4 | <input type="text"/> | line 5 |
| Cancellation fee; insert amount on line 6 (see above) | <input type="text"/> | line 6 |
| Total Refund Due; Line 5 minus line 6 | <input type="text"/> | Total Refund Due |

| | | |
|-----------------------------|-------------|--------|
| Cancellation fee: | Full course | 100.00 |
| Non-Refundable fees: | n/a | |

Note 1: Refer to **Table 2: Refund Rate** for applicable program to determine the refund rate percentage
http://www.registrar.uwo.ca/student_finances/fees_refunds/refund_schedules.html

Note 2: Other Applicable Fees:

There may be other non-tuition charges are not refundable and may reduce your refund amount which include but are not limited to:

| | | |
|-----------------|------------------------|--------------------|
| Bank Wire Fees | Late Registration Fees | Western 1 Card Fee |
| Sealing Charges | Late Payment Penalties | Cancellation Fees |

Other Notes:

To request a refund, please email reg-fees@uwo.ca.

For Bursary and Scholarship refund information, please refer to the following website:

http://www.registrar.uwo.ca/student_finances/scholarships_awards/index.html

REFUND CALCULATION EXAMPLE:

You are a student enrolled in an **Education, Spring AQ (Additional Qualifications) Full Distance Course** for **Summer 2016** and have paid your tuition before the start of the session. You have withdrawn from the course on **May 4, 2016** according to the add/drop form provided by your academic counsellor.

| | | | |
|---|-------------------|------------------|-------------------------|
| Total tuition fees paid** | | \$ 675.00 | line 1 |
| Subtract applicable non-refundable fees | n/a | \$ - | |
| Total non-refundable fees | | \$ - | line 2 |
| Total refundable tuition amount (line 1 - line 2) | | \$ 675.00 | line 3 |
| Refund rate (May 4, 2016) | | 88% | line 4 |
| | (line 3 x line 4) | \$ 594.00 | line 5 |
| | Cancellation Fee | \$ 100.00 | line 6 |
| | (line 5 - line 6) | \$ 494.00 | Total Refund Due |

** Please note that this is an estimate only. Tuition fees for the Summer 2016 term have not yet been approved.