

**TABLE 1 - Tuition Refund Calculation Worksheet
Graduates - Full Time & Part Time**

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

REFUND CALCULATION WORKSHEET		
Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Graduate Fee Schedule) (Note 1)	<input type="text"/>	line 1
Determine Non-Refundable fees (see below);and Other Applicable Fees (Note 3) ; 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 2)	<input type="text"/>	line 4
Total Refund Due; Multiply line 3 by line 4	<input type="text"/>	<u> </u> Total Refund Due

FULL-TIME STUDENTS (EXCL. MBA)	
Non-Refundable fees per term:	
Organization Fee	24.42
Health &Dental Plan†	454.02
Bus Pass	66.70
UHIP	228.00

PART-TIME STUDENTS	
Non-Refundable fees:	
Organization Fee	16.21
UHIP	228.00

†The Health & Dental Plan Fee will be collected annually in September. The premiums will be set at a later date by the service provider but will not exceed this amount. This annual fee covers the Sept-Aug period. Students entering a Graduate program in January or May will be charged a pro-rated amount. Students opting out of the Health Dental plan will be charged an administrative charge of \$18.37.

Note 1: refer to the applicable **Tuition Fee Schedule** to determine your total tuition fee paid, faculty donation and other program-related fees:

http://www.registrar.uwo.ca/student_finances/fees_refunds/fee_schedules.html

Note 2: 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 3: 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	Deferment Fees	Western 1 Card Fee
Sealing Charges	Late Registration Fees	Inloup Fees
Outlop Fees	Letter of Permission Fees	Trois Pistle Immersion Fees
Late Payment Penalties		

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://grad.uwo.ca/current_students/student_center.htm

REFUND CALCULATION EXAMPLE:

You are a student enrolled in a **Canadian Graduate, Full Time, Master of Arts** and have paid your tuition before the start of the session. You have withdrawn from the course on **Jan 24, 2014** according to the add/drop form provided by your academic counsellor.

Total tuition fees paid		\$ 2,504.16	line 1
Subtract applicable non-refundable fees			
	Organization Fee \$	24.42	
	Health & Dental Plan \$	-	
	Bus Pass \$	66.70	
Total non-refundable fees		\$ 91.12	line 2
Total refundable tuition amount (line 1 - line 2)		\$ 2,413.04	line 3
Refund rate (Jan 24, 2014)		76%	line 4
	(line 3 x line 4)	\$ 1,833.91	Total Refund Due