

**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)		line 1
Determine Non-Refundable fees (see below);and Other Applicable Fees (Note 3) ; insert total amount on line 2		line 2
Total Refundable Tuition Amount (line 1 - line 2)		line 3
Determine Refund Rate; insert Refund Rate on line 4 (see applicable TABLE 2) (Note 2)		line 4
Total Refund Due; Multiply line 3 by line 4		<u> </u> Total Refund Due

FULL-TIME STUDENTS (EXCL. MBA)

Non-Refundable fees per term:

Organization Fee	35.58
Health & Dental Plan†	347.33
Bus Pass	74.70
UHIP	204.00

PART-TIME STUDENTS

Non-Refundable fees:

Organization Fee	19.06
UHIP	204.00

†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.

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 that 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	Inlop Fees
Outlop Fees	Letter of Permission Fees	Trois Pistole 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 You have withdrawn from the course on February 28, 2017 according to the add/drop form provided by your academic counsellor.

Total tuition fees paid	\$ 2,626.74	line 1
Subtract applicable non-refundable fees		
Organization Fee \$	35.28	
Health & Dental Plan \$	347.33	
Bus Pass \$	74.70	
Total non-refundable fees	<u>\$ 457.31</u>	line 2
Total refundable tuition amount (line 1 - line 2)	\$ 2,169.43	line 3
Refund rate (Feb 28, 2017)	36%	line 4
(line 3 x line 4)	<u>\$ 780.99</u>	Total Refund Due