

**TABLE 2 - Tuition Refund Calculation Worksheet**

**REFUND Due = (Total Refundable Tuition Paid X Refund Rate) - Cancellation Fee - other applicable fees (See Note 1)**

REFUND CALCULATION WORKSHEET		
Determine Total Refundable Tuition Paid; insert amount on line 1	<input type="text"/>	line 1
Determine Refund Rate; insert Refund Rate on line 2 (See TABLE 1 )	<input type="text"/>	line 2
Multiply line 1 by line 2; insert amount on line 3	<input type="text"/>	<input type="text"/> line 3
Refer to TABLE 1 to determine Cancellation Fee per course; insert amount on line 4	<input type="text"/>	line 4
Total Refund Due; Line 3 minus line 4	<input type="text"/>	Total Refund Due

**Note 1 - Other Applicable Fees**

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.

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

- |                              |                           |                                  |
|------------------------------|---------------------------|----------------------------------|
| Bank Wire fees               | Deferment Fees            | Western 1 Card Fees              |
| Sealing Charges              | Late Registration Fees    | Inlop Fees                       |
| Outlop Fees                  | Letter of Permission Fees | Late Payment Penalties           |
| Trois Pistole Immersion Fees |                           | Uhip fees of \$240 (Summer 2011) |

**EXAMPLE:**

You are a student enrolled in a Canadian **Undergraduate, regular Full Course, Year 2 for Summer Distance 2011** and have paid your tuition before the start of the session. You have withdrawn from the course on **May 11, 2011** according to the add/drop form provided by your academic counsellor.

In order to determine your Total Refund Due, refer to the following website and click on your applicable semester and session.

<http://www.registrar.uwo.ca/index.cfm/student-finances/fees-refunds/fee-schedules/>

Refer to the following Tables for **Summer 2011 Undergrad Distance** to determine the figures for this example:

Table 1 - Total Refundable Tuition and Cancellation Fees

Table 2 - Refund Rate

The total Refundable Tuition	\$	1,073.00	line 1
The Refund Rate		94%	line 2 (May 11, 2011)
Multiply Line 1 by Line 2		<u>\$1,008.62</u>	<u>\$1,008.62</u> line 3
			<u>\$56.00</u> line 4
			<b><u>\$952.62</u></b> Total Refund Due

**Other Notes:**

To request a refund, please email [reg-fees@uwo.ca](mailto:reg-fees@uwo.ca).

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

<http://www.registrar.uwo.ca/index.cfm/student-finances/scholarships-awards/>