

**TABLE 1 - Tuition Refund Calculation Worksheet
Undergraduates - 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] - Cancellation Fee*

*Cancellation fees will be assessed upon withdrawal, even if the withdrawal occurs prior to the first official day of the Fall/Winter session

REFUND CALCULATION WORKSHEET

Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Undergraduate 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
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

FULL-TIME STUDENTS

Cancellation fee:		
Full-time Undergraduates - excl. Yr 1 Dentistry, Yr 1 Medicine and HBA		308.00
Full-time Undergraduates - Year 1 Dentistry, Year 1 Medicine		1,241.00
Full-time Undergraduates - HBA		582.00
Education - B.Ed./Dip.Ed.		308.00
Education - Additional Qualifications	per full course	100.00
Law - First year only		250.00
Non-Refundable fees:		
Health Plan		121.01
USC Dental plan		120.31
Bus Pass		210.38
Faculty Donation	Faculty-specific; see applicable Tuition Fee Schedule(Note 1)	
UHIP		648.00
Other Program-Related Fees	Faculty-specific; see applicable Tuition Fee Schedule(Note 1)	

PART-TIME STUDENTS

Cancellation fee:		
	Full course	62.00
	Half course	31.00
	Quarter course	15.50

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	Inlop Fees
Outlop Fees	Letter of Permission Fees	Trois Pistoie 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://www.registrar.uwo.ca/student_finances/scholarships_awards/index.html

REFUND CALCULATION EXAMPLE:

You are a student enrolled in a **Canadian Undergraduate, Full Time, Faculty of Arts, Year 2** and have paid your tuition before the start of the session. You have withdrawn from the course on **September 28, 2014** according to the add/drop form provided by your academic counsellor.

Total tuition fees paid		\$ 7,271.93	line 1
Subtract applicable non-refundable fees			
	Health Plan \$	121.01	
	USC Dental plan \$	120.31	
	Bus Pass \$	210.38	
	Faculty Donation \$	50.00	
Total non-refundable fees		\$ 501.70	line 2
Total refundable tuition amount (line 1 - line 2)		\$ 6,770.23	line 3
Refund rate (Sept 28, 2014)		68%	line 4
	(line 3 x line 4)	\$ 4,603.76	line 5
	Cancellation Fee	\$ 308.00	line 6
	(line 5 - line 6)	\$ 4,295.76	Total Refund Due