

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	299.00
Full-time Undergraduates - Year 1 Dentistry, Year 1 Medicine	1,205.00
Full-time Undergraduates - HBA	582.00
Education - B.Ed./Dip.Ed.	299.00
Education - Additional Qualifications	per full course 103.00
Law - First year only	250.00
Non-Refundable fees:	
Health Plan	117.12
USC Dental plan	117.38
Bus Pass	200.43
Faculty Donation	Faculty-specific; see applicable Tuition Fee Schedule (Note 1)
Access Copyright (Note 4)	11.75
UHIP	684.00
Other Program-Related Fees	Faculty-specific; see applicable Tuition Fee Schedule (Note 1)

PART-TIME STUDENTS

Cancellation fee:	
Full course	60.00
Half course	30.00
Quarter course	15.00
Non-Refundable fees:	
Access Copyright (Note 4)	Full or Half course 2.35
Access Copyright (Note 4)	Quarter course 1.18

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 Pistole Immersion Fees
Late Payment Penalties		

Note 4: Access Copyright fee applies to the Fall term (Sept-Dec) only.

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, 2013** according to the add/drop form provided by your academic counsellor.

Total tuition fees paid	\$ 7,089.71	line 1
Subtract applicable non-refundable fees		
Health Plan \$	117.12	
USC Dental plan \$	117.38	
Bus Pass \$	200.43	
Faculty Donation \$	50.00	
Access Copyright \$	11.75	
Total non-refundable fees	\$ 496.68	line 2
Total refundable tuition amount (line 1 - line 2)	\$ 6,593.03	line 3
Refund rate (Sept 28, 2013)	68%	line 4
	(line 3 x line 4)	line 5
	\$ 4,483.26	line 5
	\$ 299.00	line 6
	(line 5 - line 6)	Total Refund Due
	\$ 4,184.26	