

TABLE 2 - Tuition Refund Calculation Worksheet

REFUND Due = [(Total Refundable 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 each Spring/Summer session.

Cancellation fee:	Full course	58.00
	Half course	29.00
	Quarter course	14.50
Non-Refundable fees:		
	Access Copyright Fee	Full course 4.70
	Access Copyright Fee	Half course 2.35
	Access Copyright Fee	Quarter course 1.18

REFUND CALCULATION WORKSHEET

Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Undergraduate Fee Schedule)	<input type="text"/>	line 1
Non-Refundable fees per course; insert amount on line 2 (see above)	<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 TABLE 1)	<input type="text"/>	line 4
Multiply line 3 by line 4	<input type="text"/>	line 5
Cancellation fee per course; 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

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 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 of \$26
Sealing Charges	Late Registration Fees	Inlop Fees
Outlop Fees	Letter of Permission Fees	Trois Pistole Immersion Fees
Late Payment Penalties		

EXAMPLE:

You are a student enrolled in a Canadian **Undergraduate, regular Full Course, Year 2 for Summer Evening 2012** and have paid your tuition before the start of the session. You have withdrawn from the course on **May 11, 2012** according to the add/drop form provided by your academic counsellor.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/student_finances/fees_refunds/fee_schedules.html

Refer to Table 1: Refund Rate for **Summer 2012 Undergraduate Intersession** to determine the figures for this example:

Total Tuition Fee	1,198.06	line 1
Subtract non-Refundable fee	4.70	line 2
Total Refundable Tuition Amount (line 1 - line 2)	1,193.36	line 3
The Refund Rate	(May 11, 2012) 73%	line 4
Multiply line 3 by line 4		\$871.15 line 5
Subtract Cancellation fee		\$58.00 line 6
Total Refund Due	\$813.15	

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