

**TABLE 3 - Tuition Refund Calculation Worksheet**

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

REFUND CALCULATION WORKSHEET		
Determine <b>Total Refundable Tuition Paid</b> ; insert amount on line 1 (See TABLE 1)	<input type="text"/>	line 1
Determine Refund Rate; insert Refund Rate on line 2 (See TABLE 2)	<input type="text"/>	line 2
Determine if Access Cancopy Fee is refundable (See Note 1)	<input type="text"/>	line 3
Multiply line 1 by line 2 then subtract line 3	<input type="text"/>	<b>Total Refund Due</b>

**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	Trois Pistole Immersion Fees	Inlop Fees
Late Payment Penalties	Late Registration Fees	Western 1 Card Fees	Outlop Fees
Sealing Charges	Letter of Permission Fees		

If your WDN date is <= Nov 1, your Access Cancopy fee of \$8.23 is fully refundable. If you WDN date is > Nov 1, it is not refundable.

**EXAMPLE:**

You are a **Canadian** student enrolled in a **Regular Graduate Master's Program, Part Time, for Fall 2010** and have paid your tuition before the start of the session. You have withdrawn on **September 28, 2010** according to the add/drop form provided by your academic counsellor.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 **Fall 2010 Graduate Part Time** Tables to determine the figures for this example:

- Table 1 - Total Refundable Tuition and Cancellation Fees
- Table 2 - Refund Rate

The total Refundable Tuition paid	1,053.89	line 1
The Refund Rate	76%	line 2 (September 28, 2010)
Access Cancopy: enter 0 if refund date is > Nov 1; enter 8.23 if refund date is <= Nov 1	8.23	line 3
(line 1) x (line 2) + line 3	<b>\$809.18</b>	<b>Total Refund Due</b>

**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/>