

# **TABLE 1 - Tuition Refund Calculation Worksheet** **Graduates - 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.

$$\text{REFUND DUE} = (\text{Total Tuition Paid} - \text{Non-Refundable Fee} - \text{Other}) \times \text{Refund Rate}$$

## **REFUND CALCULATION WORKSHEET**

|                                                                                                                       |  |                                    |
|-----------------------------------------------------------------------------------------------------------------------|--|------------------------------------|
| Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Graduate Fee Schedule) ( <b>Note 1</b> )    |  | line 1                             |
| Determine Non-Refundable fees (see below); and Other Applicable Fees ( <b>Note 3</b> ); insert total amount on line 2 |  | line 2                             |
| Total Refundable Tuition Amount (line 1 - line 2)                                                                     |  | line 3                             |
| Determine Refund Rate; insert Refund Rate on line 4 (see applicable TABLE 2) ( <b>Note 2</b> )                        |  | line 4                             |
| Total Refund Due; Multiply line 3 by line 4                                                                           |  | <u>          </u> Total Refund Due |

## **FULL-TIME STUDENTS (EXCL. MBA)**

### **Non-Refundable fees per term:**

|                       |        |
|-----------------------|--------|
| Organization Fee      | 36.85  |
| Health & Dental Plan† | 393.97 |
| Bus Pass              | 80.03  |
| UHIP                  | 208.00 |

## **PART-TIME STUDENTS**

### **Non-Refundable fees:**

|                  |        |
|------------------|--------|
| Organization Fee | 19.73  |
| UHIP             | 208.00 |

†The Health & Dental Plan Fee will be collected annually in September. The premiums will be set at a later date by the service provider but will not exceed this amount. This annual fee covers the Sept-Aug period. Students entering a Graduate program in January or May will be charged a pro-rated amount.

**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](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](http://www.registrar.uwo.ca/student_finances/fees_refunds/refund_schedules.html)

### **Note 3: Other Applicable Fees:**

There may be other non-tuition charges that 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    | Inloop Fees                  |
| Outloop Fees           | Letter of Permission Fees | Trois Pistole Immersion Fees |
| Late Payment Penalties |                           |                              |

### **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://grad.uwo.ca/current\\_students/student\\_center.htm](http://grad.uwo.ca/current_students/student_center.htm)

## **REFUND CALCULATION EXAMPLE:**

You are a student enrolled in a Canadian Graduate, Full Time, Master of Arts and have paid your tuition before the start of the session. You have withdrawn from the course on February 28, 2019 according to the add/drop form provided by your academic counsellor.

|                                                   |                  |                         |
|---------------------------------------------------|------------------|-------------------------|
| Total tuition fees paid                           | \$ 3,074.57      | line 1                  |
| Subtract applicable non-refundable fees           |                  |                         |
| Organization Fee                                  | \$ 36.85         |                         |
| Health & Dental Plan                              | \$ 393.97        |                         |
| Bus Pass                                          | \$ 80.03         |                         |
| Total non-refundable fees                         | \$ 510.85        | line 2                  |
| Total refundable tuition amount (line 1 - line 2) | \$ 2,563.72      | line 3                  |
| Refund rate (Feb 28, 2019)                        | 36%              | line 4                  |
| (line 3 x line 4)                                 | <u>\$ 922.94</u> | <b>Total Refund Due</b> |