

**TABLE 1 - Tuition Refund Calculation Worksheet**  
**Undergraduates - Full Program & Per Course 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.

**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) ( <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
Multiply line 3 by line 4	_____ line 5
Cancellation fee; insert amount on line 6 (see above)	_____ line 6
Total Refund Due; Line 5 minus line 6	<u>_____</u> Total Refund Due

FULL PROGRAM FEES	
<b>Cancellation fee:</b>	
Undergraduates - excl. Yr 1 Dentistry, Yr 1 Medicine and HBA	326.00
Undergraduates - Year 1 Dentistry, Year 1 Medicine	1,280.00
Undergraduates - HBA	582.00
Education - B.Ed./Dip.Ed.	317.00
Education - Additional Qualifications	per full course 100.00
Law - First year only	500.00
Orientation Fee - First year only	90.00

PER COURSE FEES	
<b>Cancellation fee:</b>	
Full course	66.00
Half course	33.00
Quarter course	16.50

Non-Refundable fees:	
Health Plan	127.39
USC Dental plan	130.37
Bus Pass	224.88
Faculty Donation	Faculty-specific; see applicable Tuition Fee Schedule ( <b>Note 1</b> )
UHIP	612.00
Other Program-Related Fees	Faculty-specific; see applicable Tuition Fee Schedule ( <b>Note 1</b> )

**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	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](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 full program tuition fees before the start of the session. You have withdrawn from the course on **September 26, 2016** according to the add/drop form provided by your academic counsellor.

Total tuition fees paid	\$ 7,721.10	line 1
Subtract applicable non-refundable fees		
Health Plan \$	127.39	
USC Dental plan \$	130.37	
Bus Pass \$	224.88	
Faculty Donation \$	50.00	
Total non-refundable fees	\$ 532.64	line 2
Total refundable tuition amount (line 1 - line 2)	\$ 7,188.46	line 3
Refund rate (Sept 26, 2016)	77%	line 4
(line 3 x line 4)	\$ 5,535.11	line 5
Cancellation Fee	\$ 326.00	line 6
(line 5 - line 6)	<u>\$ 5,209.11</u>	<b>Total Refund Due</b>