

**SCHOOL OF GRADUATE STUDIES  
2017 - 2018 FALL - WINTER SESSION – REFUND SCHEDULES**

To determine your fee adjustments or reversals, review the applicable circumstances in each of the following four categories:

<b>Category 1A: Academic Fees – Program Fees</b> <i>(Full-time &amp; Part-time Degree Students, and Full-time non-Degree Special Students)</i>				
If you cancel your registration for the session, Program fees are reversed in accordance with this schedule, using the registration cancellation date recorded on ACORN/ROSI.				
Program Charge Reversed	Fall-Winter Registration <i>September - April</i> Recorded Date of Cancellation	Fall Registration Only <i>September - December</i> Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation	<b>Note 1:</b> If you cancel your last course and your registration in the session a <u>minimum charge of \$270.00</u> will be charged to students who cancel their registration in a program (degree or non-degree program) on or after the published date for the first day of classes.
100%	To September 10	To September 10	To January 7	
100% less minimum charge <i>(Note 1)</i>	Sept. 11 – Sept. 24	Sept. 11 – Sept. 24	Jan. 8 – Jan. 21	
50%	Sept. 25 – Dec. 20	Sept. 25 – Oct. 23	Jan. 22 – Feb. 19	
0	On December 21 or after	On October 24 or after	On February 20 or after	

<b>Category 1B: Academic Fees – Course Fees</b> <i>(Fees charged for each course to Part-time/Special Students)</i>				
If you cancel your registration for the session, Program fees are reversed in accordance with this schedule, using the registration cancellation date recorded on ACORN/ROSI.				
Course Charge Reversed	Recorded Date of Course Cancellation on ROSI <i>Section Code Y</i>	Recorded Date of Course Cancellation on ROSI <i>Section Code F</i>	Recorded Date of Course Cancellation on ROSI <i>Section Code S</i>	<b>Note 1:</b> If you cancel your last course and your registration in the session a <u>minimum charge of \$270.00</u> will be charged to students who cancel their registration in a program (degree or non-degree program) on or after the published date for the first day of classes. <b>Note 2:</b> This refund schedule applies to courses offered on any U of T campus.
100%	To September 10	To September 10	To January 7	
100% less minimum charge <i>(Note 1)</i>	Sept. 11 – Sept. 24	Sept. 11 – Sept. 24	Jan. 8 – Jan. 21	
75%	Sept. 25 – Oct. 16	Sept. 25 – Oct. 1	Jan. 22 – Jan. 28	
50%	Oct. 17 – Nov. 13	Oct. 2 – Oct. 16	Jan. 29 – Feb. 11	
0	On November 14 or after	On October 17 or after	On February 12 or after	

<b>Category 2: Incidental Fees – Compulsory Campus and Student Services</b> <i>(charges reversed only when registration is cancelled)</i>			
Incidental Charges Reversed	Fall-Winter Registration <i>September - April</i> Recorded Date of Cancellation	Fall Registration Only <i>September - December</i> Recorded Date of Cancellation	Winter Registration Only <i>January - April</i> Recorded Date of Cancellation
100%	To September 24	To September 24	To January 21
50%	Sept. 25 – Dec. 20	Sept. 25 – Oct. 23	Jan. 21 – Feb. 19
0	On December 21 or after	On October 24 or after	On February 20 or after

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<b>Category 3A: Ancillary Fees – Fees for specific programs or courses except for the IBMME Application fee (see Category 3B). Charges reversed only when registration is cancelled. This schedule only applies to ancillary fees that are displayed on your ACORN/ROSI invoice.</b>			
<b>Ancillary Charges Reversed</b>	<b>Fall-Winter Registration September - April Recorded Date of Cancellation</b>	<b>Fall Registration Only September - December Recorded Date of Cancellation</b>	<b>Winter Registration Only January - April Recorded Date of Cancellation</b>
100%	<b>To September 24</b>	<b>To September 24</b>	<b>To January 21</b>
	On <b>September 25</b> or after	On <b>September 25</b> or after	On <b>January 22</b> or after

<b>Category 3B: IBMME Application fee (charges reversed only when registration is cancelled). This schedule only applies to ancillary fees that are displayed on your ACORN/ROSI invoice.</b>			
<b>Ancillary Charges Reversed</b>	<b>Fall-Winter Registration September - April Recorded Date of Cancellation</b>	<b>Fall Registration Only September - December Recorded Date of Cancellation</b>	<b>Winter Registration Only January - April Recorded Date of Cancellation</b>
100%	<b>To September 10</b>	<b>To September 10</b>	<b>To January 7</b>
0	On <b>September 11</b> or after	On <b>September 11</b> or after	On <b>January 8</b> or after

<b>Category 4: Other Fees</b>	
<b>System Access Fee of \$55.00</b>	<b>Non-refundable</b>
<b>University Health Insurance Plan (UHIP) Fee of \$612.00</b>	<b>UHIP fee adjustments and reversals are made by student request to the UHIP Office. Instructions can be viewed at <a href="http://www.studentlife.utoronto.ca/cie/uhip">http://www.studentlife.utoronto.ca/cie/uhip</a></b>

**AN EXCEPTION TO THESE REFUND SCHEDULES WILL BE CONSIDERED ONLY WHERE THERE IS EVIDENCE OF ERROR ON THE PART OF THE UNIVERSITY.**

***Any credit resulting from a fee reversal will be applied first towards outstanding charges on your ACORN/ROSI account and then a credit balance may be eligible for disbursement to the student on request. Refer to the [‘Refund of Credit Balances’](#) section on the Student Accounts website.***