

**UNIVERSITY OF TORONTO – TORONTO SCHOOL OF THEOLOGY
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:

Category 1A: Academic Fees – Program Fees <i>(Fees charged as a single rate)</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. Cancellation of registration only occurs when all courses are cancelled. If any courses with a final standing remain on the record for the academic session– a final mark, CR/NCR, LWD, or WDR – a student will not be eligible to cancel the registration for that session, and thus will not be eligible to have the program fee charges reduced.			
Program Charge Reversed	Fall Registration <i>September - December</i> Recorded Date of Cancellation	Winter Registration <i>January - April</i> Recorded Date of Cancellation	<p>Note 1: Program fees will be reversed and a <u>minimum charge of \$270.00</u> will be charged to students who cancel their registration in this session in a program (degree or non-degree program) on or after the published date for the first day of classes for the Fall-Winter Session.</p> <p>Note 2: The last date to cancel a course or registration with no academic penalty is not the same as the last date to be eligible for a refund.</p>
100%	To September 10	To January 7	
100% less minimum charge (Note 1)	Sept. 11 – Sept. 24	Jan. 8 – Jan. 21	
50%	Sept. 25 – Oct. 23	Jan. 22 – Feb. 19	
0	On October 24 or after	On February 20 or after	

Category 1B: Academic Fees – Course Fees <i>(Fees charged for each course): Course Cancellation</i>				
If you cancel a course, the course fee is adjusted or reversed in accordance with this schedule, using the course cancellation date recorded on ACORN/ROSI. If you cancel your registration for the session, there are additional financial implications (see Note 1).				
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>	<p>Note 1: 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.</p> <p>Note 2: This refund schedule applies to courses offered on any U of T campus.</p> <p>Note 3: The last date to cancel a course or registration with no academic penalty is not the same as the last date to be eligible for a refund.</p>
100%	To September 10	To September 10	To January 7	
100% less minimum charge (Note 1)	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	

Category 2: Incidental Fees – Compulsory Campus and Student Services Charges except Knox College <i>incidental fees listed in Category 4 below. Charges are reversed only when registration is cancelled.</i>		
Incidental Charges Reversed	Fall Registration <i>September - December</i> Recorded Date of Cancellation	Winter Registration <i>January - April</i> Recorded Date of Cancellation
100%	To September 24	To January 21
50%	Sept. 25 – Oct. 23	Jan. 21 – Feb. 19
0	On October 24 or after	On February 20 or after

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Category 3A: Ancillary Fees – Fees for specific programs or courses except Emmanuel Applied Music Lab Fee & St. Augustine Incidental fee, see category 3B below. Charges are reversed only when registration is cancelled. This schedule only applies to ancillary fees that are displayed on your ACORN/ROSI invoice.

Ancillary Charges Reversed	Fall Registration <i>September - December</i> Recorded Date of Cancellation	Winter Registration <i>January - April</i> Recorded Date of Cancellation
100%	To September 24	To January 21
0	On September 25 or after	On January 22 or after

Category 3B: Emmanuel Applied Music Lab Fee, St. Augustine Incidental fee. Charges are reversed only when registration is cancelled.

Ancillary Charges Reversed	Fall Registration <i>September - December</i> Recorded Date of Cancellation	Winter Registration <i>January - April</i> Recorded Date of Cancellation
100%	To September 10	To January 7
0	On September 11 or after	On January 8 or after

Category 4: Other Fees (displayed on ACORN/ROSI invoice)

System Access Fee of \$55.00 Knox College Student Service Fee Knox Library fee Knox M&T Society	Non-refundable
University Health Insurance Plan (UHIP) Fee of \$612.00	UHIP fee adjustments and reversals are made by student request to the UHIP Office. Instructions can be viewed at http://www.studentlife.utoronto.ca/cie/uhip

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