### 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.

REFUND DUE = (Total Tuition Paid - Non-Refundable Fee - Other) X Refund Rate

<table>
<thead>
<tr>
<th>REFUND CALCULATION WORKSHEET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Graduate Fee Schedule)</td>
</tr>
<tr>
<td>Determine Non-Refundable fees (see below); and Other Applicable Fees (Note 3); insert total amount on line 2</td>
</tr>
<tr>
<td>Total Refundable Tuition Amount (line 1 - line 2)</td>
</tr>
<tr>
<td>Determine Refund Rate; insert Refund Rate on line 4 (see applicable TABLE 2)</td>
</tr>
<tr>
<td>Total Refund Due; Multiply line 3 by line 4</td>
</tr>
</tbody>
</table>

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

**Non-Refundable fees per term:**
- Organization Fee: $23.53
- Health & Dental Plan*: $446.05
- Bus Pass: $63.54
- Access Copyright: $7.83
- UHIP: $228.00

#### PART-TIME STUDENTS

**Non-Refundable fees:**
- Organization Fee: $16.07
- Access Copyright Fee: $3.92
- UHIP: $228.00

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*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. Students opting out of the Health Dental plan will be charged an administrative charge of $18.

**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

**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

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

**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://grad.uwo.ca/current_students/student_center.htm

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**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 **September 28, 2012** according to the add/drop form provided by your academic counsellor.

1. Total tuition fees paid: $2,905.28
2. Subtract applicable non-refundable fees
   - Organization Fee: $23.53
   - Health & Dental Plan*: $446.05
   - Bus Pass: $63.54
   - Access Copyright: $7.83
   - Total non-refundable fees: $540.95
3. Total refundable tuition amount (line 1 - line 2): $2,364.33
4. Refund rate (Sept 28, 2012): 76%
5. Total Refund Due (line 3 x line 4): $1,796.89

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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.