TABLE 2 - Tuition Refund Calculation Worksheet

\[
\text{REFUND Due} = (\text{Total Refundable Tuition Paid} \times \text{Refund Rate}) - \text{Cancellation Fee} - \text{other applicable fees (See Note 1)}
\]

- Cancellation fees will be assessed upon withdrawal, even if the withdrawal occurs prior to the first official day of each Spring/Summer session.

<table>
<thead>
<tr>
<th>Cancellation fee:</th>
<th>Full course</th>
<th>56.00</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Half course</td>
<td>28.00</td>
</tr>
<tr>
<td></td>
<td>Quarter course</td>
<td>14.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REFUND CALCULATION WORKSHEET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Determine Tuition Paid; insert amount on line 1</td>
</tr>
<tr>
<td>Determine Refund Rate; insert Refund Rate on line 2 (See TABLE 1)</td>
</tr>
<tr>
<td>Multiply line 1 by line 2; insert amount on line 3</td>
</tr>
<tr>
<td>Cancellation Fee per course (see above); insert amount on line 4</td>
</tr>
<tr>
<td>Total Refund Due; Line 3 minus line 4</td>
</tr>
</tbody>
</table>

**Note 1: Other Applicable 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.

There may be other non-tuition charges are not refundable and may reduce your refund amount which include but are not limited to:
- Bank Wire fees
- Sealing Charges
- Outlopes
- Trois Pistole Immersion Fees
- Western 1 Card Fee of $25
- Late Registration Fees
- Letter of Permission Fees
- Inlop Fees
- Late Payment Penalties
- UHIP fees ($240 for Summer 2011 term)

**EXAMPLE:**

You are a student enrolled in a Canadian Undergraduate, regular Full Course, Year 2 for Summer Intersession 2011 and have paid your tuition before the start of the session. You have withdrawn from the course on May 23, 2011 according to the add/drop form provided by your academic counsellor.

In order to determine your Total Refund Due, refer to the following website and click on your applicable semester and session. [http://www.registrar.uwo.ca/index.cfm/student-finances/fees-refunds/fee-schedules/](http://www.registrar.uwo.ca/index.cfm/student-finances/fees-refunds/fee-schedules/)

Refer to Table 1: Refund Rate for Summer 2011 Undergraduate Intersession to determine the figures for this example:

\[
\text{Tuition} = 1,141.92 \quad \text{line 1}
\]

\[
\text{The Refund Rate} = 69\% \quad \text{line 2} \quad \text{(May 23, 2011)}
\]

\[
\text{Multiply Line 1 by Line 2} = \$787.92 \quad \text{line 3}
\]

\[
\text{Total Refund Due} = \$731.92
\]

**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/index.cfm/student-finances/scholarships-awards/](http://www.registrar.uwo.ca/index.cfm/student-finances/scholarships-awards/)