REFUND Due = [(Total Refundable 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 each Spring/Summer session.

### Cancellation Fee:
- Full course: $58.00
- Half course: $29.00
- Quarter course: $14.50

### Non-Refundable fees:
- Access Copyright Fee:
  - Full course: $4.70
  - Half course: $2.35
  - Quarter course: $1.18

### REFUND CALCULATION WORKSHEET

1. Determine Total Tuition Fee Paid; insert amount on line 1 (see applicable Undergraduate Fee Schedule)
2. Non-Refundable fees per course; insert amount on line 2 (see above)
3. Total Refundable Tuition Amount (line 1 - line 2)
4. Determine Refund Rate; insert Refund Rate on line 4 (see TABLE 1)
5. Multiply line 3 by line 4
6. Cancellation fee per course; insert amount on line 6 (see above)
7. Total Refund Due; Line 5 minus line 6

### Note: 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 that are not refundable and may reduce your refund amount which include but are not limited to:
- Bank Wire fees
- Sealing Charges
- Outlop Fees
- Late Payment Penalties
- Deferment Fees
- Late Registration Fees
- Inlop Fees
- Letter of Permission Fees
- Trois Pistole Immersion Fees

### EXAMPLE:
You are a student enrolled in a Canadian Undergraduate, regular Full Course, Year 2 for Summer Day 2012 and have paid your tuition before the start of the session. You have withdrawn from the course on July 14, 2012 according to the add/drop form provided by your academic counsellor.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/student_finances/fees_refunds/fee_schedules.html](http://www.registrar.uwo.ca/student_finances/fees_refunds/fee_schedules.html)

Refer to Table 1: Refund Rate for Summer 2012 Undergraduate Intersession to determine the figures for this example:

<table>
<thead>
<tr>
<th>Total Tuition Fee</th>
<th>$1,198.06</th>
<th>line 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtract non-Refundable fee</td>
<td>$4.70</td>
<td>line 2</td>
</tr>
<tr>
<td>Total Refundable Tuition Amount (line 1 - line 2)</td>
<td>$1,193.36</td>
<td>line 3</td>
</tr>
<tr>
<td>The Refund Rate (July 14, 2012)</td>
<td>73%</td>
<td>line 4</td>
</tr>
<tr>
<td>Multiply line 3 by line 4</td>
<td>$871.15</td>
<td>line 5</td>
</tr>
<tr>
<td>Subtract Cancellation fee</td>
<td>$58.00</td>
<td>line 6</td>
</tr>
<tr>
<td>Total Refund Due</td>
<td>$813.15</td>
<td></td>
</tr>
</tbody>
</table>

### Other Notes:
To request a refund, please email reg-fees@uwo.ca.

For Bursary and Scholarship refund information, please refer to the following website: