**TABLE 3 - Tuition Refund Calculation Worksheet**

REFUND Due = (Total Refundable Tuition Paid X Refund Rate) - other applicable fees (See Note 1)

**REFUND CALCULATION WORKSHEET**

Determine Total Refundable Tuition Paid: insert amount on line 1 (See TABLE 1)

Determine Refund Rate; insert Refund Rate on line 2 (See TABLE 2)

Multiply line 1 by line 2 then subtract line 3

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**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 that may reduce your refund amount which include but are not limited to:

- Bank Wire fees
- Deferment Fees
- Late Payment Penalties
- Late Registration Fees
- Sealing Charges
- Letter of Permission Fees
- Inlop Fees
- Trois Pistole Immersion Fees
- Outlop Fees
- Western 1 Card Fees

**EXAMPLE:**

You are a Canadian student enrolled in a Regular Graduate Master's Program, Part Time, for Winter 2011 and have paid your tuition before the start of the session. You have withdrawn on February 7, 2011 according to the add/drop form provided by your academic counsellor.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 the following Winter 2010 Graduate Part Time Tables to determine the figures for this example:

Table 1 - Total Refundable Tuition and Cancellation Fees

<table>
<thead>
<tr>
<th>The total Refundable Tuition paid</th>
<th>1,045.66</th>
<th>line 1</th>
</tr>
</thead>
</table>

Table 2 - Refund Rate

<table>
<thead>
<tr>
<th>The Refund Rate</th>
<th>60%</th>
<th>line 2 (February 7, 2011)</th>
</tr>
</thead>
</table>

(line 1) x (line 2) $627.40 Total Refund Due

**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/)