

FEES

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1. DISCLAIMER

The fees stated in this Calendar are correct at the time of publication. The University reserves the right to alter fees without notice.

2. INFORMATION

Any student who wishes information about fees beyond that which is published in this Calendar should inquire at the Cash Office (AH144; tel. 403-329-2469; email: cash.office@uleth.ca).

3. FINANCIAL SUPPORT

For information on financial opportunities, please see www.uleth.ca/graduate-studies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

4. APPLICATION FOR ADMISSION AND OPEN STUDIES STUDENT REGISTRATION FEES

A student who applies for admission or readmission must pay an application fee. Students who do not maintain continuous registration must apply for readmission and pay a **non-refundable** application fee.

A student who applies for admission to a graduate program must pay an application fee of \$100. A student who re-applies for admission to a graduate program after an absence from the U of L must pay an application fee of \$25.

5. DEPOSITS/FEES

a. Tuition Deposit

All newly admitted and readmitted graduate and post-graduate students are required to pay a **non-refundable** deposit of \$100 (Effective Spring 2016 the Tuition Deposit will be \$200). This deposit must be paid at the Cash Office, either in person, by mail, telephone banking or online banking. Refer to **Section 6. Fee Payments (p. 29)** for more information. After deposits have been paid, registration privileges will ensue.

b. Registration Fees

Open Studies Students registering in graduate courses must pay a **non-refundable** deposit of \$120 (\$100 tuition deposit, plus a \$20 Open Studies Student Registration fee).

Open Studies Students studying in the summer at the University of Lethbridge who are admitted and attend the subsequent fall semester will have the \$20 registration fee applied to the fall semester account.

6. FEE PAYMENTS

a. Where to Pay Fees

Fee payments may be made using any of the following options:

- Customers of the following financial institutions can make payments on their University of Lethbridge student account using their bank's telephone payment or online system: Bank of Montreal, TD Canada Trust, CIBC, HSBC, Royal Bank, Scotiabank, ATB Financial, Credit Union Central, Canadian Western Bank, Citizens Bank of Canada, PC Financial, Ubiquity Bank of Canada, Community Savings, 1st Choice Savings and Credit Union, and TelPay. Students can select the University of Lethbridge as the payee and use their nine-digit student ID number as the account or customer number. Students should inquire directly at their branch to obtain information regarding these bill payment services. If your financial institution is not listed, check directly with your bank to see if the service is available.

Note: Students paying through their financial institution must allow at least four additional working days for their payments to be processed.

2. By mail or courier to:
 University of Lethbridge Cash Office
 4401 University Drive
 Lethbridge, AB T1K 3M4
- Note:** *Payments sent by mail or courier must be received prior to applicable deadlines to ensure late penalties and interest charges are not assessed.*

3. Placing your payment in the 24-hour deposit vault located at the east end of the counter in front of the Cash Office. Please ensure your name and University of Lethbridge ID number are included with your payment when using the 24-hour deposit.

4. At any branch of the Bank of Montreal by presenting a *First Bank Bill Payment Service* form. These forms are available at the Cash Office, at any Lethbridge branch of the Bank of Montreal or on the University's website:

www.uleth.ca/financial-services/payment-methods

You do not need to be a client of the Bank of Montreal to use this service; however, the bank does assess a \$1.50 service charge (subject to change).

5. In person at the Cash Office (AH144) during regular office hours: 9:00 a.m. to 3:30 p.m., Monday to Friday.

Payments can be made by cash, cheque, or Interac Direct Payment banking cards. The Cash Office does not accept credit cards.

b. Deadlines for Fee Payments

Full fees, including all miscellaneous and incidental fees, are due and payable by October 1 for the fall semester, February 1 for the spring semester and June 1 for all summer session fees. When a deadline occurs on a weekend or statutory holiday, the deadline will be the next working day.

Students may view their account summary by logging on to the Bridge:

www.uleth.ca/bridge

Student bills are sent to the student's University of Lethbridge email account—they are not sent via Canada Post.

c. Deductions from Student Loans, Bursaries and Scholarships

1. Government Student Loans and Bursaries
 Payment of 100 percent of current and/or outstanding fees is a first charge against assistance received from government (Federal and Provincial) student loan certificates and bursaries.

2. Scholarships
 Payment of 100 percent of current and/or outstanding fees is a first charge against scholarships awarded and/or administered by the University of Lethbridge.

d. Registration Cancellation

Continuing students must have made a payment by October 1 for the fall semester and by February 1 for the spring semester, or their registration will be automatically cancelled, and be assessed fees at a rate of 20 percent of compulsory fees.

Newly admitted or readmitted students who have paid only the tuition deposit fee by October 1 for the fall semester and by February 1 for the spring semester will have their registration automatically cancelled, and be assessed fees at a rate of \$80 tuition and 20 percent of compulsory fees (Effective for the Spring 2016 intake, assessed fees at a rate of \$200 and 20 percent of compulsory fees).

There will be a reinstatement fee of \$25 for those students who re-register after cancellation of classes.

For those students who have made partial payments, registration will not be cancelled; however, interest at a rate of the Bank prime lending rate plus five percent per annum will be charged on the outstanding principal balance owing.

Any payments made after deadlines shall be applied first against interest charges and, thereafter, against the principal owing.

e. Interest Charges for Late Payments

A simple interest charge of the Bank prime lending rate plus five percent per annum will be added to the outstanding principal amount at the close of the first working day of each successive month that the account remains unpaid.

f. Referral of Unpaid Fees

It is the policy of the University of Lethbridge to involve a professional collection agency when deemed necessary.

7. FEE SCHEDULES

a. Student Definitions

Full-Time - any student who is currently registered in three or more courses (9.0 credit hours or more). Registered M.A., M.Sc., M.Sc. (Mgt.) or Ph.D. students are considered to be full-time. This definition of full-time may not be the same as the definition used by Canada Revenue Agency (CRA) for the preparation of the Tuition and Education Amounts Certificate (T2202A).

Part-Time - any student who is currently registered in less than three courses (9.0 credit hours).

On-Campus - any student who is registered in courses delivered on a University of Lethbridge campus.

Off-Campus - any student who is registered only in courses held off a University campus.

International Student - any student who is not a resident of Canada. Classification as an International Student affects fee assessment only.

Senior Citizen - any student 65 years of age or over.

b. Mandatory Fees

Tuition Fee - price or payment for enrolment in a course.

M.Ed. Term Fee - (for students enrolled prior to March 31, 2009) minimum fee for the 12-course-credit M.Ed. program, assessed in Term Fees. Full-time M.Ed. students pay six Term Fees over two years; part-time M.Ed. students pay nine term fees over three years.

M.C. Program Fee - Students pay a program fee for each semester they are enrolled in the program.

M.Ed. Program Fee - (for students enrolled after April 1, 2009) M.Ed. students pay a minimum of nine program fees.

Ph.D. in Education Term Fee - minimum fee paid each semester. Ph.D. students pay a minimum of twelve term

fees over four years. These twelve term fees cover up to six instructional course equivalents.

Sport and Recreation Services (SRS) Fee - on-campus students pay this fee for the fall and spring semesters, allowing them access to various facilities and events both on the campus and throughout the city. In addition, a portion of this fee is used toward supporting the Pronghorn Athletic program. Off-campus and summer session students may opt into the service. For more details, please contact Sport and Recreation Services (PE160; tel. 403-329-2706).

Student Administrative Fees

- Student Services Fee - fee associated with providing student services either in person, via the web or by means of voice response technology. The fees are used to supplement and create tools and resources that will help students succeed through their academic careers (e.g. tutorial services, counselling).
- Student Copyright Access Fee – fee to offset expenses incurred by the University related to compliance with the Copyright Act.

Graduate Students' Association Fees - there are three categories of fees collected for the Graduate Students' Association:

- *Operation Fee* - supports the ongoing day-to-day business costs such as administration, memberships, student services, and promotion of a graduate community through a variety of social functions.
- *U of L Daycare Contribution* - contribution to the University of Lethbridge Daycare.
- *UPASS* - cost to cover city wide bus pass.

Students' Union Fees

- *Health and Dental Plans* - the Health Plan is an extended plan (over and above provincial health care), specifically designed for the student's benefit; the Dental Plan is a basic set of dental insurance benefits. All full-time students who pay Students' Union fees or Graduate Students' Association fees are on the plans unless proof of alternate coverage is provided to the Students' Union Office before the opt-out deadline dates for new registrants in each semester. For more details, contact the Health and Dental Plan Administrator at the Students' Union Office in the Students' Union Building (SU180; tel. 403-329-2039; www.ulsu.ca).

CKXU Fee - used to support the operations of the student radio station.

Mellorist Fee - used to support the operations of the student newspaper.

Faculty of Fine Arts Access Fee - on-campus students pay this fee for the fall and spring semesters, allowing them free admission to all ticketed Fine Arts events on a first come-first serve basis, space permitted. Not applicable for a few special concerts (fundraising events or high-profile visiting performers/groups). This access fee supports the University's commitment to liberal education, and will allow the opportunity for all students to experience the broad range of cultural events held throughout the academic year.

c. Program-Related Fees

The assessment of the following fees, in addition to basic tuition, is related to the student's program:

M.A., M.Sc. or M.Sc. (Mgt.) Continuation Fee - fee paid by M.A., M.Sc., or M.Sc. (Mgt.) students who have completed the first three semesters of study in the program. This fee maintains their admission status in the program. See **Section f. Fees, p. 77 in M.A., Section f. Fees, p. 148 in M.Sc. or M.Sc., and Section f. Fees, p. 155 in M.Sc. (Management).**

M.Ed. Continuation Fee - (for students enrolled prior to March 31, 2009) fee paid by M.Ed. students who have completed either nine terms (part-time students) or six terms (full-time students). The Continuation fee is one-half of the part-time Term Fee and maintains students' admission status in the M.Ed. program. See **Section 6. Fees (p. 94) in M.Ed. (General), Section 6. Fees (p. 99) in M.Ed. (Educational Leadership), and Section 6. Fees (p. 105) in M.Ed. (Counselling Psychology).**

M.Ed. Fees for Additional Courses - (for students enrolled prior to March 31, 2009) regular graduate course fee assessed for each course completed over and above the 12 courses required for the M.Ed. program. See **Section 6. Fees (p. 94) in M.Ed. (General), Section 6. Fees (p. 99) in M.Ed. (Educational Leadership), and Section 6. Fees (p. 105) in M.Ed. (Counselling Psychology).**

Ph.D. Continuation Fee - fee paid by Ph.D. students who have completed the first two years of study in the program. This fee maintains their admission status in the program. See **Section 9. Fees (p. 166) in Ph.D. (All majors except Education) and Section 11. Fees (p. 172) in Ph.D. in Education.**

Ph.D. in Education Continuation Fee - fee paid by Ph.D. students who have paid a minimum of twelve Term Fees and remain in the program. The Continuation Fee maintains students' admission status in the Ph.D. in Education.

M.Ed. Off-Campus Instructional Delivery Fee - a fee to recover the additional cost incurred in providing a course or section of a course off-campus.

d. Mandatory Processing Fees

Generally, these fees are paid by all University of Lethbridge students:

Application for Admission Fee

A student who applies for admission to a graduate program must pay an application fee of \$100. A student who re-applies for admission to a graduate program after an absence from the U of L must pay an application fee of \$25.

Audit Fee (non-refundable) - fee for auditing a course. This is one-half the tuition fee.

Graduation Fee - students applying to graduate will be charged a \$26.25 non-refundable graduation fee.

Note: *The graduation fee will be eliminated effective April 1, 2015.*

Late Fee - fees charged when deadlines are not met, \$25.

Registration Fee - fee for registration privileges paid by Open Studies Students only.

e. Other Fees

There may be additional charges for field trip costs and for major specialty items in a particular course such as lab costs, lab manuals, art supplies, workbooks and substantial photocopied materials which are retained by the student. Instructors will normally be able to estimate these costs for a particular course at the start of the semester and students are entitled to a receipt upon payment for such costs.

Students requested to pay additional fees to departments for materials and services not described in the above guidelines nor in individual course descriptions should contact the Dean's Office of their Faculty/School concerning the authority for such assessments.

Non-Credit Fees:

Service/Product Fees:

- Campus ID Card Fee - No charge for new students; \$5 for community users; \$10 for replacement cards.
- Account History - \$5 per request. No charge for receipts.
- Parking Fee - See **General Services, Section 6. Campus Safety - Security Services/ Parking (p. 218)**.
- Residence Fee - See **General Services, Section 18. Housing Services (p. 223)**.
- Dining Plan Fee - See **General Services, Section 18. Housing Services (p. 223)**.
- Health Centre Health Insurance Fee - \$36.75.
- Administrative Processing Fee for Curriculum Detail - per request fee paid by graduates for providing a detailed program curriculum report to foreign agencies - \$180.

f. How Fees Are Assessed - International Students

International students who receive their landed immigrant status or Canadian citizenship while registered in courses at the University must present their official Landed Immigrant papers or Canadian citizenship card at the Registrar's Office no later than January 31 for the spring semester and September 30 for the fall semester to be eligible for Canadian fee assessment rates. The deadline for summer session to be eligible is the last day of classes in the summer session.

See table on **page 32**.

g. Schedules

Refer to the schedules on **p. 34**.

8. CANCELLATIONS, WITHDRAWALS AND REFUNDS

a. Cancellations

Cancellation of registration may be done up to and including the last day of Add/Drop for the fall and spring semesters and each summer session.

All students must cancel their registration by logging on to the Bridge:

www.uleth.ca/bridge

b. Withdrawals

Individual Course Withdrawal

Students who withdraw from a course or courses are assessed a percentage of the total fee applicable for that

course or those courses, effective the date of notification of withdrawal. Total fee assessment at any given time will be the sum of the course fees for each course withdrawn in accordance with the schedule below, plus the applicable general fees. Notification of withdrawal is considered effective on the date that the *Withdrawal Form* is received by the Registrar's Office. Failure to comply with this requirement results in the assignment of failing grades and full assessment of fees.

Complete Withdrawal

A student wishing to withdraw from the semester must notify the Registrar's Office by submitting a *Complete Withdrawal Form* which can be obtained from the Registrar's Office. The date this form is received by the Registrar will be the official withdrawal date for purposes of fee assessment. Failure to comply with this requirement results in the assignment of failing grades and full assessment of fees. Students who mail their *Complete Withdrawal Form* are encouraged to use Registered Mail.

Percentage Assessed

The fee assessment schedule for admitted students is as follows:

	University of Lethbridge		Students' Union/Graduate Students' Association			
	Tuition/FOM Tuition Fee Market Modifier	SRS	Student Administrative Fee/ Materials/ Services	All Fees	Health/ Dental Plan	Mellorist
Fall Semester						
Cancellation up to the last day of Add/Drop:						
	0%	0%	0%	0%	0%	0%
\$80 non-refundable tuition deposit forfeited						
After Add/Drop to October 1:						
	20%	100%	100%	100%	100%	100%
Withdrawal after October 1 to November 15:						
	50%	100%	100%	100%	100%	100%
After November 15 up to and including the last day of classes:						
	100%	100%	100%	100%	100%	100%
Spring Semester						
Cancellation up to the last day of Add/Drop:						
	0%	0%	0%	0%	0%	0%
\$200 non-refundable tuition deposit forfeited						
After Add/Drop to February 1:						
	20%	100%	100%	100%	100%	100%
Withdrawal after February 1 to March 15:						
	50%	100%	100%	100%	100%	100%
After March 15 up to and including the last day of classes:						
	100%	100%	100%	100%	100%	100%
* Summer Session						
Cancellation up to the last day of Add/Drop:						
	0%	N/A	0%	0%	N/A	N/A
After Add/Drop up to and including the fifth working day of the Session:						
	50%	N/A	100%	100%	N/A	N/A
After the fifth day of the Session:						
	100%	N/A	100%	100%	N/A	N/A

* All summer session courses are assessed fees on the same deadlines and due June 1.

Note: Open Studies Students should refer to the fee assessment schedule on the back of the Open Studies Registration form.

c. Refunds

Students are entitled to a refund of any payments in excess of their current assessment. Students wanting a refund of excess payments must contact the Cash Office to initiate the refund process. Students should allow up to two weeks for their refund to be processed if requesting their refund in the form of a cheque. Interac Direct payment refunds are available to students on campus or

those individuals who do not want to wait for a cheque to be processed. Students must provide valid picture identification in order to obtain Interac Direct payment refunds. Refunds for a course drop or complete withdrawal cannot be processed until after the drop or withdrawal has been processed by the Registrar's Office. Any refunds to international addresses will be processed by bank wire.

9. OUTSTANDING ACCOUNTS

Degree, diploma and certificate parchments and registration privileges are withheld from students who have outstanding fees or other accounts with the University. Official transcripts will not be released until outstanding accounts have been paid in full. Students with outstanding accounts who present student loan forms at the Cash Office will have their outstanding fees automatically deducted from the loan (see

Section 6.c., p. 30 for details). *Applications for Graduation* will not be considered without a clean account.

10. RECEIPTS

Receipts for payment of fees received by mail are not issued, unless requested. Tuition and Education Amounts Certificate (T2202A) will be made available before the end of the following February. The tax receipts can be viewed and printed by logging on to the Bridge:

www.uleth.ca/bridge

There is a \$5 fee for printing a tax receipt. Students with past due fees will not be issued a tax receipt until the fees for the taxation year in question are paid in full.

11. FEE DEADLINES

See **page 40**.

How Fees Are Assessed

On or Off Campus	University of Lethbridge			Graduate Students' Association ¹	Students' Union		Other	
	Tuition	Student Administrative Fee	SRS	Operation/UPass/Daycare	Health/Dental Plan	CKXU	Meliorist	Faculty of Fine Arts Access
Full-Time On	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Full-Time Off	Yes	Yes	No	Yes	Yes	No	Yes	No
Part-Time On	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Part-Time Off	Yes	Yes	No	Yes	No	No	Yes	No
Exchange Away	Yes	Yes	No	Yes	No	No	No	No
Exchange Here On	No	No	Yes	Yes	No	No	No	Yes
M.A./M.Sc. On	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
M.Ed. Placeholder On	Yes	Yes	No	Yes	No	No	No	Yes
M.Ed. Full-Time On	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
M.Ed. Part-Time On	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
M.Ed. Full-Time Off	Yes	Yes	No	Yes	Yes	No	Yes	No
M.Ed. Part-Time Off	Yes	Yes	No	Yes	No	No	Yes	No
Ph.D. On	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Students aged 65 and over ²	No	No	No	Yes	No	No	No	No

¹ See www.ulgsa.ca/services/u-pass for criteria for opting out of the U-Pass program.

² Students aged 65 and over (senior citizens) do not pay fees except for the Application for Admission fee or Registration fee (if attending as an Open Studies Student) and UPass fee (see note 1). Students aged 65 and over should contact the Registrar's Office.

**UNIVERSITY OF LETHBRIDGE 2015/16 ACADEMIC YEAR FEE SCHEDULE
GRADUATE PROGRAMS
EFFECTIVE APRIL 1, 2015**

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

U of L Fees				Graduate Association Fee ²	Student Health/Dental Plan ³	Meliorist & CKXU Radio	Total
Tuition	Student Administrative Fee ¹	Sport and Recreation Services Fee	Health Centre Fee				

GRADUATE (Canadian Open Studies Students)

1.5 Credit Hours	291.88	20.88	67.80	N/A	118.23	N/A	5.50	504.28
One Course (3.0 Credit Hours)	583.75	41.75	67.80	N/A	118.23	N/A	5.50	817.03
Two Courses (6.0 Credit Hours)	1,167.50	83.50	67.80	N/A	118.23	N/A	5.50	1,442.53

GRADUATE (International Open Studies Students)

1.5 Credit Hours	665.28	20.88	67.80	36.75	118.23	N/A	5.50	914.43
One Course (3.0 Credit Hours)	1,330.55	41.75	67.80	36.75	118.23	N/A	5.50	1,600.58
Two Courses (6.0 Credit Hours)	2,661.10	83.50	67.80	36.75	118.23	N/A	5.50	2,972.88

CO-OP PROGRAM (Faculty of Arts and Science)

Canadian Students	622.10	83.50	N/A	N/A	131.75	247.45	5.00	1,089.80
International Students	622.10	83.50	N/A	36.75	131.75	247.45	5.00	1,126.55

M.A./M.Sc./M.Mus./M.F.A. and Ph.D. PROGRAM³ (A Continuation fee is assessed for each subsequent semester after one year in the M.A./M.Sc./M.Mus./M.F.A. Program and after two years in the Ph.D. program.)

Canadian Students	- Summer	1,945.83	139.17	90.40	N/A	52.25	N/A	3.00	2,230.65
	- Fall	1,945.83	139.17	90.40	N/A	131.75	247.45	8.00	2,562.60
	- Spring	1,945.84	139.16	90.40	N/A	132.75	N/A	8.00	2,316.15
International Students	- Summer	4,435.17	139.17	90.40	36.75	52.25	N/A	3.00	4,756.74
	- Fall	4,435.17	139.17	90.40	36.75	131.75	247.45	8.00	5,088.69
	- Spring	4,435.16	139.16	90.40	36.75	132.75	N/A	8.00	4,842.22

M.A./M.Sc./M.Mus./M.F.A., and Ph.D. CONTINUATION FEES (per term)

Canadian Students	- Summer	583.75	41.75	N/A	N/A	52.25	N/A	3.00	680.75
	- Fall	583.75	41.75	90.40	N/A	131.75	247.45	8.00	1,103.10
	- Spring	583.75	41.75	90.40	N/A	132.75	0.00	8.00	856.65
International Students	- Summer	1,330.55	41.75	N/A	36.75	52.25	N/A	3.00	1,464.30
	- Fall	1,330.55	41.75	90.40	36.75	131.75	247.45	8.00	1,886.65
	- Spring	1,330.55	41.75	90.40	36.75	132.75	0.00	8.00	1,640.20

PLEASE NOTE: Effective for the 2015-16 academic year, students admitted in Summer 2015 and after will be assessed full time participation rates as per the above full time fee schedules.

M.A./M.Sc. Part Time Participation Fee Schedule

Canadian Students	- Summer	1,264.79	90.46	67.80	N/A	38.73	N/A	3.00	1,464.78
	- Fall	1,264.79	90.46	67.80	N/A	118.23	N/A	5.50	1,546.78
	- Spring	1,264.79	90.46	67.80	N/A	119.23	N/A	5.50	1,547.78
	- Summer Year 2	1,264.79	90.46	0.00	N/A	38.73	N/A	3.00	1,396.98
	- Fall Year 2	1,264.79	90.46	67.80	N/A	118.23	N/A	5.50	1,546.78
	- Spring Year 2	1,264.80	90.46	67.80	N/A	119.23	N/A	5.50	1,547.79
International Students	- Summer	2,882.86	90.46	67.80	36.75	38.73	N/A	3.00	3,119.60
	- Fall	2,882.86	90.46	67.80	36.75	118.23	N/A	5.50	3,201.60
	- Spring	2,882.86	90.46	67.80	36.75	119.23	N/A	5.50	3,202.60
	- Summer Year 2	2,882.86	90.46	0.00	36.75	38.73	N/A	3.00	3,051.80
	- Fall Year 2	2,882.86	90.46	67.80	36.75	118.23	N/A	5.50	3,201.60
	- Spring Year 2	2,882.85	90.46	67.80	36.75	119.23	N/A	5.50	3,202.59

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course.

		Full-time	Part-time
² Graduate Students' Association Fee components are:	Operations	48.25	34.73
	UPASS	79.50	79.50
	Daycare Contribution	4.00	4.00
	Total Fee	\$ 131.75	\$ 118.23

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration.

Spring 2016 is estimated at \$80.50, and is subject to change as rates not available at time of publishing.

³ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage. Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.

A **non-refundable Confirmation of Admission** deposit of \$100.00 must be paid to the Cash Office for newly admitted and readmitted graduate students. No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit. Effective Spring 2016 the Confirmation of Admission will be \$200.00.

Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.

Proposed increases in the Graduate instructional fees, per full time course:

	Current Rate	Proposed 2016/17	Proposed 2017/18
Tuition Fee - Canadian	\$583.75	\$583.75	\$620.70
Tuition Fee - International	\$1,330.55	\$1,357.15	\$1,384.30

Students aged 65 and over (Senior Citizens) do not pay fees except for the Application of Admission fee or Registration fee, if attending as an Open Studies Student. Students aged 65 and over should contact the Registrar's Office.

Source: Financial Services, July 2015

**UNIVERSITY OF LETHBRIDGE 2015/2016 ACADEMIC YEAR FEE SCHEDULE
MASTER OF EDUCATION AND MASTER OF COUNSELLING GRADUATE PROGRAMS**

EFFECTIVE APRIL 1, 2015

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Program Fees			Other U of L Fees ³		
MASTER OF EDUCATION			Student Administrative Fee	41.75	per course/placeholder
	Tuition ¹	Program Fee ²	Sport and Recreation Service Fee⁴		
Canadian Students	583.75	344.40	Part-time students	67.80	per semester
International Students	1,342.40	791.95	Full-time students	90.40	per semester
MASTER OF COUNSELLING					
	Tuition ¹	Program Fee ²	Health Centre Fee		
Canadian Students	1,161.50	530.20	Canadian Students	N/A	
International Students	2,670.85	1,219.30	International Students	36.75	per semester
			Other Fees		
Open Studies Fees			Graduate Student Association Fees^{5,6}		
	Tuition ¹	Program Fee ²	Part-time students	118.23	per semester
Master of Education Course	583.75	N/A	Full-time students	131.75	per semester
Master of Counselling Course	1,161.50	N/A	Student Health/Dental Plan⁷		
Audit Fees per M.Ed. course:			Part-time students	N/A	
	Tuition ¹	Program Fee ²	Full-time students	247.45	per year
Canadian Students	291.88	N/A	Meliorist & CKXU Radio		
International Students	671.20	N/A	Part-time students	5.50	per semester
			Full-time students	8.00	per semester
			Notes:		
Approximate Annual Tuition & Program Fees for Masters Programs based on standard program plan. (not including other fees)			³ The amounts charged for 'Other U of L Fees' for Summer Session may differ from the amounts noted above which are charged for the Spring / Fall Semesters. Student Administrative Fees include Student Services Fee of \$39.25 per course, and Student Copyright Access fee of \$2.50 per course.		
Master of Education - Canadian Students		3,368.00	⁴ Applies to students taking courses on campus.		
Master of Counselling - Canadian Students		6,237.00	⁵ Graduate Students' Association Fee components are:		
				<u>Full-time</u>	<u>Part-time</u>
			Operations	48.25	34.73
			Daycare contribution	4.00	4.00
			UPASS (Fall 2015)	79.50	79.50
			Total Fee	\$ 131.75	\$ 118.23
Approximate Total Tuition & Program Fees for Masters Programs based on standard program plan of 12 courses and 9 program fees. (not including other fees, or annual projected increases)			⁶ UPASS fees will increase in Spring 2016 to the cost of a one month City of Lethbridge bus pass plus \$2.50 administration (est. \$80.50).		
Master of Education - Canadian Students		10,105.00	⁷ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage.		
Master of Counselling - Canadian Students		18,710.00	Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.		

Notes:					
¹ Students pay a per course Tuition Fee for each course enrolled in.					
² Students pay a Program Fee (minimum 9) for each semester they are in the program. Students completing their program in fewer than 9 semesters still pay a minimum of 9 Program Fees. The Program Fee is in addition to the per course Tuition Fee. Program Fees are charged regardless of whether a student is enrolled in a course or not. Students will continue to pay Program Fees for each semester until they either complete or withdraw from the program.					
M.Ed. students who are taking University of Lethbridge courses off campus are alerted to the fact that they will be charged an Off-Campus Instructional Delivery Fee. Education 5707 has an additional Assessment Materials Fee of \$50.00 charged. Refer to School of Graduate Studies Calendar for more information.					
A non-refundable Confirmation of Admission deposit of \$100.00 for MEEd students and Master of Counselling students must be paid to the Cash Office for newly admitted and readmitted graduate students (Effective Spring 2016 the Confirmation of Admission will be \$200.00). No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit.					
Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.					
<i>Proposed Program & Tuition Fee increases for the M. Ed. program:</i>			<i>Proposed Program & Tuition Fee increases for the M.C. program:</i>		
	Proposed	Proposed		Proposed	Proposed
	2016/17	2017/18		2016/17	2017/18
Program Fee	\$344.40	\$366.25	Program Fee	\$530.20	\$563.80
Tuition Fee	\$583.75	\$620.70	Tuition Fee	\$1,161.50	\$1,235.00
Students aged 65 and over (Senior Citizens) do not pay fees except for the Application for Admission fee or Registration fee, if attending as an Open Studies student. Students aged 65 and over should contact the Registrar's Office.					

Source: Financial Services, July 2015

FEES

**UNIVERSITY OF LETHBRIDGE 2015/16 ACADEMIC YEAR FEE SCHEDULE
MASTER OF SCIENCE (MANAGEMENT) GRADUATE PROGRAMS
EFFECTIVE APRIL 1, 2015**

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

	U of L Fees				Graduate Association Fee ²	Student Health/Dental Plan ³	Meliorist & CKXU Radio	Total
	Tuition	Student Administrative Fee ¹	Sport and Recreation Services Fee	Health Centre Fee				

M.Sc. (MANAGEMENT) PROGRAM (A Continuation Fee is assessed for each subsequent semester after the first three semesters of study.)

Canadian Students - Summer	3,200.00	139.17	90.40	N/A	52.25	N/A	6.32	3,488.14
- Fall	3,200.00	139.17	90.40	N/A	131.75	247.45	6.34	3,815.11
- Spring	3,200.00	139.16	90.40	N/A	132.75	N/A	6.34	3,568.65
International Students - Summer	6,400.00	139.17	90.40	36.75	52.25	N/A	6.32	6,724.89
- Fall	6,400.00	139.17	90.40	36.75	131.75	247.45	6.34	7,051.86
- Spring	6,400.00	139.16	90.40	36.75	132.75	N/A	6.34	6,805.40

M.Sc. (MANAGEMENT) CONTINUATION FEES (per term)

Canadian Students - Summer	583.75	41.75	N/A	N/A	52.25	N/A	3.00	680.75
- Fall	583.75	41.75	90.40	N/A	131.75	247.45	8.00	1,103.10
- Spring	583.75	41.75	90.40	N/A	132.75	N/A	8.00	856.65
International Students - Summer	1,330.55	41.75	N/A	36.75	52.25	N/A	3.00	1,464.30
- Fall	1,330.55	41.75	90.40	36.75	131.75	247.45	8.00	1,886.65
- Spring	1,330.55	41.75	90.40	36.75	132.75	N/A	8.00	1,640.20

PLEASE NOTE: Effective for the 2015-16 academic year, students admitted in Summer 2015 and after will be assessed full time participation rates as per the above full time fee schedules.

M.Sc. (MANAGEMENT) PROGRAM - PART TIME Participation (A Continuation Fee is assessed for each subsequent semester after the first six semesters of study.)

Canadian Students - Summer	1,600.00	69.59	67.80	N/A	38.73	N/A	4.66	1,780.78
- Fall	1,600.00	69.59	67.80	N/A	118.23	N/A	4.67	1,860.29
- Spring	1,600.00	69.58	67.80	N/A	119.23	N/A	4.67	1,861.28
International Students - Summer	3,200.00	69.59	67.80	36.75	38.73	N/A	4.66	3,417.53
- Fall	3,200.00	69.59	67.80	36.75	118.23	N/A	4.67	3,497.04
- Spring	3,200.00	69.58	67.80	36.75	119.23	N/A	4.67	3,498.03

M.Sc. (MANAGEMENT) - PART TIME Participation CONTINUATION FEES (per term)

Canadian Students - Summer	291.90	20.88	N/A	N/A	38.73	N/A	3.00	354.51
- Fall	291.90	20.88	67.80	N/A	118.23	N/A	5.50	504.31
- Spring	291.90	20.88	67.80	N/A	119.23	N/A	5.50	505.31
International Students - Summer	665.25	20.88	N/A	36.75	38.73	N/A	3.00	764.61
- Fall	665.25	20.88	67.80	36.75	118.23	N/A	5.50	914.41
- Spring	665.25	20.88	67.80	36.75	119.23	N/A	5.50	915.41

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course.

		Full-time	Part-time
² Graduate Students' Association Fee components are:	Operations	48.25	34.73
	UPASS	79.50	79.50
	Daycare Contribution	4.00	4.00
	Total Fee	\$ 131.75	\$ 118.23

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2016 is estimated at \$80.50, and is subject to change as rates not available at time of publishing.

³ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage. Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.

A **non-refundable Confirmation of Admission** deposit of \$100.00 must be paid to the Cash Office for newly admitted and readmitted graduate students. No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit. Effective Spring 2016 the Confirmation of Admission will be \$200.00.

Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.

Students aged 65 and over (Senior Citizens) do not pay fees except for the Application for Admission fee or Registration fee, if attending as an Open Studies Student. Students aged 65 and over should contact the Registrar's Office.

Source: Financial Services, July 2015

**UNIVERSITY OF LETHBRIDGE 2015/2016 ACADEMIC YEAR FEE SCHEDULE
MASTER OF NURSING GRADUATE PROGRAM**

EFFECTIVE APRIL 1, 2015

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

U of L Fees					Graduate Association Fees ^{4,5}	Student Health/Dental Plan ⁶	Meliorist & CKXU Radio ⁴	Total
Tuition ¹	Program Fee ²	Student Administrative Fees ³	Sport and Recreation Services Fee ⁴	Health Centre Fee				

Canadian Students

No Credit Courses (Placeholder)	N/A	356.00	41.75	N/A	N/A	118.23	N/A	N/A	515.98
One Course (3.0 Credit Hours)	603.00	356.00	41.75	67.80	N/A	118.23	N/A	5.50	1,192.28
Two Courses (6.0 Credit Hours)	1,206.00	356.00	83.50	67.80	N/A	118.23	N/A	5.50	1,837.03
Three Courses (9.0 Credit Hours)	1,809.00	356.00	125.25	90.40	N/A	131.75	247.45	8.00	2,767.85
Four Courses (12.0 Credit Hours)	2,412.00	356.00	167.00	90.40	N/A	131.75	247.45	8.00	3,412.60
Five Courses (15.0 Credit Hours)	3,015.00	356.00	208.75	90.40	N/A	131.75	247.45	8.00	4,057.35

International

No Credit Courses (Placeholder)	N/A	822.25	41.75	N/A	36.75	118.23	N/A	N/A	1,018.98
One Course (3.0 Credit Hours)	1,392.75	822.25	41.75	67.80	36.75	118.23	N/A	5.50	2,485.03
Two Courses (6.0 Credit Hours)	2,785.50	822.25	83.50	67.80	36.75	118.23	N/A	5.50	3,919.53
Three Courses (9.0 Credit Hours)	4,178.25	822.25	125.25	90.40	36.75	131.75	247.45	8.00	5,640.10
Four Courses (12.0 Credit Hours)	5,571.00	822.25	167.00	90.40	36.75	131.75	247.45	8.00	7,074.60
Five Courses (15.0 Credit Hours)	6,963.75	822.25	208.75	90.40	36.75	131.75	247.45	8.00	8,509.10

Notes:

See course schedule for full and part-time schedules

¹ Students pay a Tuition Fee for each three credit hours of courses that they are enrolled in. The Project and Thesis courses are assessed 2 course tuition fees. The tuition assessed each semester is based on the number of course credit hours the student is registered in and may differ each semester.

² Students pay a Program Fee for each semester they are in the program (minimum 6). The Program Fee is in addition to the per course Tuition Fee. Program fees are charged regardless of whether a student is enrolled in a course or not. Students will continue to pay Program Fees for each semester until they either complete or withdraw from the program.

³ Student Administrative Fees include Student Services Fee of \$39.25 per course, and Student Copyright Access fee of \$2.50 per course.

⁴ Applies to students taking courses on campus (SRS, CKXU Radio).

⁵ The amounts charged for **Sport and Recreation, Grad Student Association, Health & Dental, Meliorist and CKXU fees** in the Summer Session may differ from the amounts noted above which are charged for the Spring / Fall Semesters.

Graduate Students' Association Fee components are:

	Full-time	Part-time
Operations	48.25	34.73
Daycare contribution	4.00	4.00
UPASS (Fall 2015)	79.50	79.50
Total Fees	\$ 131.75	\$ 118.23

UPASS fees will increase in Spring 2016 to the cost of a one month City of Lethbridge bus pass plus \$2.50 administration (est. \$80.50).

For criteria for opting out of the U-Pass (students living in outside the City of Lethbridge Transit System) see <https://www.ulgsa.ca/services/u-pass/>

⁶ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage. Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.

A **non-refundable Confirmation of Admission** deposit of \$100.00 must be paid to the Cash Office for newly admitted and readmitted graduate students. No arrangements whatsoever will be made for this deposit, nor student loan forms be accepted in lieu of the required deposit. Effective Spring 2016 the Confirmation of Admission will be \$200.00.

Past dues accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day of each month.

Proposed Tuition and Program Fee increases for the MN program for Canadian Students:

	Current 2015/16	Proposed 2016/17	Proposed 2017/18
Tuition Fee	\$603	\$603	TBD
Program Fee	\$356	\$356	TBD

Students aged 65 and over (Senior Citizens) do not pay fees. Students aged 65 and over should contact the Registrar's Office.

Source: Financial Services December 2014

**UNIVERSITY OF LETHBRIDGE 2015/2016 ACADEMIC YEAR FEE SCHEDULE
DOCTOR OF PHILOSOPHY IN EDUCATION PROGRAM**

EFFECTIVE APRIL 1, 2015

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Program Fees		Other U of L Fees ²		
DOCTOR OF PHILOSOPHY IN EDUCATION		Student Administrative Fee	41.75	per course/placeholder
	Tuition ¹	Sport and Recreation Service Fee³		
Canadian Students - term fee	2,083.35	Part-time students	67.80	per semester
Canadian Students - continuation fee	625.00	Full-time students	90.40	per semester
		Health Centre Fee		
		Canadian Students	N/A	
		International Students	36.75	per semester
Approximate Annual Program Fees for Ph.D. in Education based on standard program plan of six courses. (not including other fees)		Other Fees		
	Tuition ¹	Graduate Student Association Fees^{4,5}		
		Part-time students	4.00	per semester
		Full-time students	4.00	per semester
Canadian Students - term fee (per year)	6,250.05	Student Health/Dental Plan⁶		
Canadian Students - continuation fee (per year)	1,875.00	Part-time students	N/A	
		Full-time students	247.45	per year
		Meliorist & CKXU Radio		
		Part-time students	5.50	per semester
		Full-time students	8.00	per semester

Notes:

¹ Students are required to pay a Term Fee for each semester they are in the program over a period of four years (minimum of twelve term fees). Students who have completed twelve terms, will then pay a Continuation Fee each semester until they complete or withdraw from the program.

Refer to School of Graduate Studies Calendar for more information.

² The amounts charged for 'Other U of L Fees' for Summer Session may differ from the amounts noted above which are charged for the Spring / Fall Semesters.

Student Administrative Fees include Student Services Fee of \$39.25 per course, and Student Copyright Access fee of \$2.50 per course.

³ Applies to students taking courses on campus.

⁴ Graduate Students' Association Fee components are:

	Full-time	Part-time
Operations	48.25	34.73
Daycare contribution	4.00	4.00
UPASS (Fall 2015)	79.50	79.50
Total Fee	\$ 131.75	\$ 118.23

⁵ UPASS fees will increase in Spring 2016 to the cost of a one month City of Lethbridge bus pass plus \$2.50 administration (est. \$80.50).

⁶ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage.

Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.

A **non-refundable Confirmation of Admission** deposit of \$100.00 for Ph.D. in Education students must be paid to the Cash Office for newly admitted and readmitted graduate students (Effective Spring 2016 the Confirmation of Admission will be \$200.00). No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit.

Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.

Proposed Term Fee increases for the Ph.D. in Education program:

	Proposed 2016/17	Proposed 2017/18
Term Fee	\$2,083.35	\$2,125.00
Continuation Fee	\$625.00	\$637.50

Students aged 65 and over (Senior Citizens) do not pay fees except for the Application for Admission fee or Registration fee, if attending as an Open Studies student.

Students aged 65 and over should contact the Registrar's Office.

**UNIVERSITY OF LETHBRIDGE FEE SCHEDULE
GRADUATE PROGRAMS
SUMMER SESSION 2015**

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Tuition	Student Administrative Fee ¹	Total ²	Total ²	Total ²
		Enrolled in 1 Session	Enrolled in 2 Sessions	Enrolled in 3 Sessions

GRADUATE (Canadian Students)

One-Half Course (1.5 Cr. Hrs.)	291.88	20.88	333.85	N/A	N/A
One Course (3.0 Credit Hrs.)	583.75	41.75	646.59	N/A	N/A
Two Courses (6.0 Credit Hrs.)	1,167.50	83.50	1,272.09	1,289.18	N/A
Three Courses (9.0 Credit Hrs.)	1,751.25	125.25	1,897.59	1,914.68	1,931.75
Four Courses (12.0 Credit Hrs.)	2,335.00	167.00	2,523.09	2,540.18	2,557.25
Five Courses (15.0 Credit Hrs.)	2,918.75	208.75	3,148.59	3,165.68	3,182.75

GRADUATE (International Students)

One-Half Course (1.5 Cr. Hrs.)	665.28	20.88	744.00	N/A	N/A
One Course (3.0 Credit Hrs.)	1,330.55	41.75	1,430.14	N/A	N/A
Two Courses (6.0 Credit Hrs.)	2,661.10	83.50	2,802.44	2,819.53	N/A
Three Courses (9.0 Credit Hrs.)	3,991.65	125.25	4,174.74	4,191.83	4,208.90
Four Courses (12.0 Credit Hrs.)	5,322.20	167.00	5,547.04	5,564.13	5,581.20
Five Courses (15.0 Credit Hrs.)	6,652.75	208.75	6,919.34	6,936.43	6,953.50

CO-OP Program

Canadian Students	622.10	83.50	757.85
International Students	622.10	83.50	794.60

AUDIT FEES PER COURSE

Canadian Students	291.88
International Students	665.28

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course .

² Graduate totals for Summer Session include Graduate Students' Association Operation fee of \$16.09 per session to a maximum of \$48.25, CKXU fee of \$1.00 per session, and Daycare contribution of \$4.00 maximum.

The Students' Union Health and Dental Plan is not assessed for the Summer Sessions.

Deadline for all Summer Session tuition and fees will be due June 1st.

Students aged 65 and over (Senior Citizens) do not pay fees, except for the Application for Admission fee or Registration fee, if attending as an Open Studies Student. Students aged 65 and over should contact the Registrar's Office.

Source: Financial Services, July 2015. This schedule is in effect for Summer 2015 only.

11. FEE DEADLINES

Interest charges are calculated on any outstanding fees, and added to accounts at the close of the first working day of each successive month that the account remains unpaid.

Newly admitted or readmitted students who have paid only the tuition deposit fee or continuing students who have not made a payment for the applicable semester by October 1 for the fall semester and by February 1 for the spring semester, will have their registration automatically canceled. For those students who have made partial payments, registration will not be canceled. Refer to Registration Cancellation (p. 30) for more information.

Summer Semester 2015

May 12	Summer Session I and full-term students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see p. 32).
Jun 1	Fee deadline date for all sessions in summer semester.
Jul 14	Summer Session II and II/III students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see p. 32).
Aug 11	Summer Session III students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see p. 32).
Aug 15	Deadline to clear all outstanding accounts for Fall Convocation (see Section 2. Outstanding Accounts in Graduation p. 57).

Fall Semester 2015

Sep 25	Students' Union Health and Dental Plan opt-out deadline for students admitted in the Fall 2015 semester.
Oct 1	Fee deadline date for Fall 2015 semester. After this date, students are assessed full fees (see p. 32).
Oct 1	Students who withdraw by this date are assessed a percentage of fees (see p. 32).
Oct 1	Automatic withdrawal of newly admitted or readmitted students who have paid only the tuition deposit.
Oct 1	Automatic withdrawal of continuing students who have not made any payments towards the Fall 2015 tuition fees.
Nov 15	Students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see p. 32).
Dec 1	Deadline to clear all outstanding accounts in support of an Application for Graduation for students completing program requirements in the Fall semester who wish to have this recorded on their transcript.
Dec 11	Students who withdraw by this date are assessed full fees (see p. 32).

Spring Semester 2016

Jan 22	Students' Union Health and Dental Plan opt-out deadline for students admitted in the Spring 2016 semester.
Feb 1	Fee deadline date for Spring 2016 semester.
Feb 1	Students who withdraw by this date are assessed a percentage of fees (see p. 32).
Feb 1	Automatic withdrawal of newly admitted or readmitted students who have paid only the tuition deposit.
Feb 1	Automatic withdrawal of continuing students who have not made any payments towards the Spring 2016 tuition fees.
Mar 15	Students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see p. 32).
Apr 1	Deadline to clear all outstanding accounts in order to be permitted to graduate at Spring Convocation (see Section 2. Outstanding Accounts in Graduation p. 57).
Apr 15	Students who withdraw by this date are assessed full fees (see p. 32).

Notes:

- Academic Schedule is on page 15.
- When a deadline date occurs on a weekend or Statutory or Civic Holiday, the deadline will be the next working day.