

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. Refer to the Graduate Studies Calendar and Course Catalogue at www.uleth.ca/ross/academic-calendar for the most current information.

2. SELF-SERVICE RESOURCES AND GENERAL INFORMATION

a. Fees and Payments

The University provides a **self-service** option via the Bridge website available at www.uleth.ca/bridge or ULink for viewing the *Account Summary by Term* report, which includes fees charged and payments received by term. The University will send invoices to students' University of Lethbridge email accounts in advance of key deadlines. **Paper statements are not mailed via Canada Post.** Inquiries about fees are directed to the Cash Office (AH144; 403-329-2469; cash.office@uleth.ca).

b. Anticipated Payments

Awarded student loans, sponsorships and other payments can be viewed on the Bridge in the *Account Summary by Term* report. Anticipated payments verified as in transit by the Cash Office can be viewed using the *Anticipated Funds* link on the *Account Summary by Term* page. Anticipated funds are considered payments-in-progress and stop the assessment of interest charges and cancellation for non-payment processes.

c. Financial Support

For information on financial opportunities, please review the **Awards and Scholarships** section (p. 195) or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca. Further information regarding

government assistance and other University of Lethbridge scholarships can be found at the Scholarship and Student Finance Office (AH115; 403-329-2585).

d. Holds Applied to Outstanding Accounts

Students with outstanding fees on their account will not receive parchments, registration privileges, approval to graduate, access to the Tuition and Education Amounts Certificate (T2202A tax form) or official transcripts until all fees are paid in full. Students who present student loan forms at the Cash Office will have their outstanding fees automatically deducted from the loan (for details, see **First Charge for Student Loans, Bursaries and Scholarships, p. 24**).

e. Receipts and Tax Forms

Students can verify payments on their account by viewing the *Account Summary by Term* report on the Bridge at www.uleth.ca/bridge. Printed receipts are not issued unless requested. The Tuition and Education Amounts Certificate (T2202A) required for completing personal tax returns is available for download/print from students' Bridge accounts before the end of the following February. Students will be charged \$5 for a printed T2202A from the Cash Office.

f. Definitions

- **Add/Drop Date** - The final day to register in courses for the term or session. See the **Academic Schedule (p. 15)**.
- **Domestic Student** - Any student who is a Canadian citizen, Permanent Resident, protected person in accordance with the Immigration and Refugee Protection Act, or is a holder of a diplomatic visa issued by the Government of Canada. Classification as a domestic student affects fee assessment only.

- **Extended Drop Deadline** - The final day to drop courses (cancel registration) without incurring 100% of tuition, compulsory and program-related fees. See the **Academic Schedule (p. 15)**.
 - **Full-time** - Participation status declared at point of admission or via the approval process outlined in each graduate degree program. Students enrolled in Co-operative Education Work Experience courses or Applied Research Studies courses are considered to be full-time. This definition of full-time may not be the same as the definition used by the Canada Revenue Agency (CRA) for the preparation of the Tuition and Education Amounts Certificate (T2202A). For more information, see **Registration, Part-Time and Full-Time (p. 19)**.
 - **International Student** - Any student who is not a resident of Canada. Classification as an international student affects fee assessment only. New international students and international students who receive their Landed Immigrant status or Canadian citizenship while registered in courses at the University must present their official Landed Immigrant documentation or Canadian citizenship card at the Registrar's Office no later than January 31 for the spring term May 31 for the summer term the last day of classes in each summer session, and September 30 for the fall term to be eligible for Canadian fee assessment rates.
 - **On-campus** - Any student who is registered in courses delivered remotely or in person at the University of Lethbridge main campus in Lethbridge, Alberta.
 - **Off-campus** - Any student who is registered only in courses offered through satellite campuses held off the main University campus.
 - **Part-time** - Participation status declared at point of admission or via the approval process as outlined in each graduate degree program. For more information, see **Registration, Part-Time and Full-Time (p. 19)**.
 - **Senior Citizen** - Any student 65 years of age or over does not pay fees except for the *Application for Admission Fee* or *Registration Fee* (if attending as an Open Studies student).
3. On-site secure drop box
A 24-hour accessible drop box located at the east end of the Cash Office counter in Anderson Hall. Ensure student name and University ID number are included with the payment.
 4. Any Bank of Montreal branch
Whether a client of the Bank of Montreal or not, students can bring a completed *First Bank Bill Payment Service* form to any Bank of Montreal branch for deposit to the University of Lethbridge. The form is available at www.uleth.ca/financial-services/payment-methods. Bank service charges may apply.
 5. In person
The Cash Office, located in Anderson Hall (AH144), accepts cash, cheque, or debit payments from 9:00 a.m. to 3:30 p.m. Monday to Friday. Credit cards are not accepted.

b. Fee Deadlines and Automatic Cancellation

Fees are due in full by **October 1** (fall term), **February 1** (spring term) and **June 1** (summer term and all summer sessions). When a deadline falls on a weekend, the deadline will be the next working day.

Failure to make a payment (excluding those made towards application fees, Open Studies registration fees, and tuition deposits) by the fall and spring fee deadlines will result in automatic cancellation of a student's registration in courses and access to services. Arrangements for student loan or sponsor payments will count as a payment towards student fees if these arrangements are received prior to the fee deadline. The anticipated funds that are set up can be viewed on the student's Bridge account under the Account Summary by Term page. University of Lethbridge scholarships and completion of the Health and Dental opt-out will also be counted as a payment towards the fee deadline. To be reinstated in courses for the term after cancellation, students are required to pay a \$25 reinstatement fee and make a payment toward their fee balance. Students who do not reinstate their registration in the term will lose their continuing student status. To resume studies, students must submit a new *Application for Admission* and pay related application fees and deposits.

c. Interest

Students who have made a partial payment by the fee deadline but have a balance owing after the fee deadline will be charged interest of the Bank prime lending rate plus five percent per annum on the outstanding balance, applied on the first working day of each successive month that the account remains unpaid.

Subsequent payments will be applied first against interest charges and, thereafter, against the outstanding assessed charges.

d. First Charge for Student Loans, Bursaries and Scholarships

100% of current and outstanding fees are the first charge against assistance received from the federal or provincial government as student loan certificates/bursaries and University of Lethbridge awarded or administered scholarships.

3. PAYMENTS

a. Where to Pay Fees

1. Bill payment through a domestic bank
Available at most domestic banks and financial institutions in Canada. Add the University of Lethbridge as a payee and use the nine-digit student ID number as your account/customer number. Students should contact their bank for more information about bill payment service.
Note: Allow four working days for processing. Payments must be received by applicable deadlines to avoid interest and cancellation policies.
2. Mail or courier
University of Lethbridge Cash Office
4401 University Drive West
Lethbridge, AB T1K 3M4
Note: Payments must be received by applicable deadlines to avoid interest and cancellation policies.

e. Collection Practices

Cash Office staff will administer collection practices and contact students about outstanding balances. Accounts will be transferred to a professional collection agency when deemed necessary.

4. CANCELLATIONS, REFUNDS, AND WITHDRAWALS

a. Cancellations

To cancel course registration (drop courses) before incurring a withdrawal grade on transcripts or incurring tuition, compulsory, and program-related fees, students must cancel their registration by the Extended Drop deadline for the term or session through the Bridge at www.uleth.ca/bridge. For Extended Drop deadlines, see the **Academic Schedule (p. 15)**.

b. Refunds

Cancellation - Cancellation of course registration occurs prior to the Extended Drop deadline. Related tuition, compulsory, and program-related fees for cancelled courses are reversed from the student's account, depending on the degree program.

Over-payments - Any payments received from students that exceed non-refundable fees incurred will be refunded to students upon their request to the Cash Office. Date restrictions may apply to student loan and scholarship refunds.

Refunds can be received by cheque (within three weeks of request), debit (Cash Office from 9:00 a.m. to 3:30 p.m. Monday to Friday with valid picture identification), and bank wire (for international addresses).

c. Withdrawals

After the Extended Drop deadline, students can withdraw from a course or their complete registration up to the last day of classes in a term or session as specified in the **Academic Schedule (p. 15)**. After the Extended Drop deadline, courses are assessed 100% of tuition, compulsory, and program-related fees. See also **Registration, Withdrawal (p. 22)**.

5. NON-REFUNDABLE APPLICATION AND REGISTRATION FEES

a. Application for Admission

Applicants for admission to the University of Lethbridge pay a non-refundable application fee, as follows:

- Domestic (all transcripts from Canadian institutions): \$100
- International (any transcript(s) from non-Canadian institutions): \$140

Applicants who have previously submitted an *Application for Admission* to a level of studies (e.g. graduate or post-graduate) are eligible to pay a reduced application fee of \$25 for subsequent applications to the same level of studies.

b. Registration for Open Studies

Students who wish to enrol in courses without being admitted to a program are called Open Studies students. To register for Open Studies, students must pay a non-refundable \$20 registration fee each term they wish to register in courses. For more information, see **Registration, Open Studies Student (p. 20)**.

6. NON-REFUNDABLE DEPOSITS

a. Confirmation of Admission

All newly admitted and readmitted graduate students are required to pay a non-refundable tuition deposit of \$200 to confirm their admission on or before the expiry date of the *Offer of Admission*. The tuition deposit is applied to tuition fees incurred by the student.

b. Open Studies Tuition Deposit

All Open Studies registrants are required to pay a non-refundable tuition deposit of \$80 each term they register in courses. The tuition deposit is applied to tuition fees incurred by the student. For more information, see **Registration, Open Studies Student (p. 20)**.

7. FEES

a. Compulsory Fees

1. University of Lethbridge fees:
 - *Program Fee* - Certain programs charge a fee for each term students are enrolled in the program. Open Studies students are not charged program fees.
 - *Sport and Recreation Services (SRS) Fee* - Provides access to various facilities and events both on campus and throughout Lethbridge. A portion of this fee supports the Pronghorn Athletic program. Off-campus and summer session students may opt into this service. For more details, please contact Sport and Recreation Services (PE160; 403-329-2706).
 - *Student Administrative Fees* - Includes (1) *Student Services Fee* to provide student services and create resources to help students succeed throughout their academic careers; (2) *Student Copyright Access Fee* to partially offset expenses incurred by the University related to compliance with the Copyright Act.
 - *Tuition Fee* - Certain programs charge a tuition fee for enrolment in each course taken in the program. The tuition fee for auditing a course is half the normal tuition of the course.
2. Graduate Students' Association fees:
 - *Operations 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.
 - *University of Lethbridge Daycare Contribution* - Contribution toward the campus daycare building.

- *U-Pass Fee* - Cost for a citywide transit pass. See www.ulgsa.ca/services/u-pass for opt-out details.
- *Representation Fee* - Covers the operating costs of the Ab-GPAC (Alberta Graduate Provincial Advocacy Council) which is a provincial lobbying and advocacy group for graduate students, and associated representation costs. Costs include in-person council meetings and meetings with government representatives.

3. Students' Union fees:

- *Health and Dental Plans Fee* - The Health Plan is an extended plan (over and above provincial health care) specifically designed for the students' benefit. The Dental Plan is a basic set of dental insurance benefits. All full-time students who pay Graduate Students' Association fees are enrolled in 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 term. For more details, contact the Health and Dental Plan Administrator at the Students' Union Office in the Students' Union Building (SU180; 403-329-2039; www.ulsu.ca).
- *International Health Centre Health Insurance Fee* - The health plan for International students.

4. Other fees:

- *CKXU Fee* - Supports the operations of the student radio station.
- *Meliorist Fee* - Supports the operations of the student newspaper.

b. Program-related Fees

- *Continuation Fee* - Maintains a student's admission status when they have completed the program term but need to extend the term to finish the program.
- *M.Ed. Off-campus Instructional Delivery Fee* - Recovers the additional cost incurred in providing a course or section of a course off-campus.
- *Specialty Fees* - There may be additional charges for field trip costs and for major specialty items in a particular class such as lab costs, lab manuals, art supplies, workbooks, and substantial photocopied materials that are retained by the student. Instructors will normally be able to estimate these costs for a particular class at the start of the term 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 class descriptions should contact the Dean's Office of their Faculty/School concerning the authority for such assessments.

c. Optional Service Fees

- *Account History Fee* - \$5 per request.
- *Administrative Processing Fee for Curriculum Detail* - Fee paid by graduates for providing a detailed program curriculum report to third parties - \$180.
- *Campus ID Card Fee* - Students' first card is free; \$5 for community users; \$10 for replacement cards.
- *Dining Plan Fee* - See **General Services, Housing Services (p. 205)**.
- *Late Fee* - Fee charged when deadlines are not met - \$25.
- *Library Fines* - Charged fines may be recorded on student accounts.
- *Parking Fee* - See **General Services, Campus Safety (p. 200)**.
- *Residence Fee* - See **General Services, Housing Services (p. 205)**.

d. Fee Schedules

See **page 27**.

**UNIVERSITY OF LETHBRIDGE 2017/18 ACADEMIC YEAR FEE SCHEDULE
MASTER OF ARTS/SCIENCE/MUSIC/FINE ARTS GRADUATE PROGRAM FEES
DOCTOR OF PHILOSOPHY PROGRAM FEES**

EFFECTIVE APRIL 1, 2017

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

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

GRADUATE (Canadian Open Studies Students)

1.5 Credit Hours	291.88	20.88	67.80	N/A	129.77	N/A	5.50	515.83
One Course (3.0 Credit Hours)	583.75	41.75	67.80	N/A	129.77	N/A	5.50	828.57
Two Courses (6.0 Credit Hours)	1,167.50	83.50	67.80	N/A	129.77	N/A	5.50	1,454.07

GRADUATE (International Open Studies Students)

1.5 Credit Hours	676.58	20.88	67.80	36.75	129.77	N/A	5.50	937.28
One Course (3.0 Credit Hours)	1,353.15	41.75	67.80	36.75	129.77	N/A	5.50	1,634.72
Two Courses (6.0 Credit Hours)	2,706.30	83.50	67.80	36.75	129.77	N/A	5.50	3,029.62

Applied Research Studies courses (APRS 5980, 5981, 5982, 5983, 7980, 7981, 7982, 7983) are assessed tuition and fees as a three credit course for Open Studies students. Students admitted into their program will be assessed the applicable tuition and fees as per the fee schedules below for M.A./M.Sc./M.Mus./M.F.A. And Ph.D. programs.

Canadian Students	583.75	41.75	67.80	N/A	129.77	N/A	5.50	828.57
International Students	1,353.15	41.75	67.80	36.75	129.77	N/A	5.50	1,634.72

CO-OP PROGRAM (Faculty of Arts and Science)

Canadian Students	622.10	83.50	N/A	N/A	145.80	276.35	5.00	1,132.75
International Students	622.10	83.50	N/A	36.75	145.80	276.35	5.00	1,169.50

M.A./M.Sc./M.Mus./M.F.A. And Ph.D. PROGRAM³: Continuation fees are assessed for each subsequent term after one year in the M.A./M.Sc./M.Mus./M.F.A. Program & after two years in the

Canadian Students - Summer	1,945.85	139.17	90.40	N/A	61.30	N/A	3.00	2,239.72
- Fall	1,945.85	139.17	90.40	N/A	145.80	276.35	8.00	2,605.57
- Spring	1,945.85	139.17	90.40	N/A	141.80	N/A	8.00	2,325.22
International Students - Summer	4,510.55	139.17	90.40	36.75	61.30	N/A	3.00	4,841.17
- Fall	4,510.55	139.17	90.40	36.75	145.80	276.35	8.00	5,207.02
- Spring	4,510.55	139.17	90.40	36.75	141.80	N/A	8.00	4,926.67

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	61.30	N/A	3.00	689.80
- Fall	583.75	41.75	90.40	N/A	145.80	276.35	8.00	1,146.05
- Spring	583.75	41.75	90.40	N/A	141.80	0.00	8.00	865.70
International Students - Summer	1,353.15	41.75	N/A	36.75	61.30	N/A	3.00	1,495.95
- Fall	1,353.15	41.75	90.40	36.75	145.80	276.35	8.00	1,952.20
- Spring	1,353.15	41.75	90.40	36.75	141.80	0.00	8.00	1,671.85

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course. The administrative fee is the equivalent to 10 courses assessed over three terms for Masters programs, and equivalent to 20 courses over six terms for PHD programs. Continuation administration fees are assessed each term as the equivalent to one administration fee.

² Graduate Students' Association Fee components are:		<u>Full-time</u>	<u>Part-time</u>
	Operations	57.30	41.27
	UPASS (Fall / Spring terms only)	79.50	79.50
	Daycare Contribution	4.00	4.00
		140.80	124.77
	Representation Fee (Fall term only)	5.00	5.00
Total Fees	\$ 145.80	\$ 129.77	

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2018 is estimated at \$79.50, and is subject to change as rates are not available at the time of publishing. For criteria for opting out of the U-Pass (students living outside of the City of Lethbridge Transit System) see <https://ulgsa.ca/services/u-pass/>

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 \$141.35 and Dental Plan cost is \$135.00, both for 12 months of coverage. Those students admitted in the Spring term are assessed at \$94.24 for the Health Plan and \$89.58 for the Dental Plan, both for eight months of 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.

Small variances may be due to system rounding.

Proposed increases in the Graduate instructional fees, per full time 3 credit course:

	Current Rate	Proposed 2018/19	Proposed 2019/20
Tuition Fee - Canadian	\$583.75	\$583.75	\$583.75
Tuition Fee - International	\$1,353.15	\$1,370.75	\$1,388.55

Source: Financial Services, December 2016

**UNIVERSITY OF LETHBRIDGE 2017/2018 ACADEMIC YEAR FEE SCHEDULE
MASTER OF EDUCATION AND MASTER OF COUNSELLING PROGRAM FEES**

EFFECTIVE APRIL 1, 2017

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

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

SUMMER 2017 - MASTER OF EDUCATION

Canadian Students

No Credit Courses (Placeholder)	N/A	344.40	41.75	N/A	N/A	61.30	N/A	N/A	447.45
One Course (3.0 Credit Hours)	583.75	344.40	41.75	N/A	N/A	61.30	N/A	3.00	1,034.20
Two Courses (6.0 Credit Hours)	1,167.50	344.40	83.50	N/A	N/A	61.30	N/A	3.00	1,659.70
Three Courses (9.0 Credit Hours)	1,751.25	344.40	125.25	N/A	N/A	61.30	N/A	3.00	2,285.20

International

No Credit Courses (Placeholder)	N/A	805.40	41.75	N/A	36.75	61.30	N/A	N/A	945.20
One Course (3.0 Credit Hours)	1,365.20	805.40	41.75	N/A	36.75	61.30	N/A	3.00	2,313.40
Two Courses (6.0 Credit Hours)	2,730.40	805.40	83.50	N/A	36.75	61.30	N/A	3.00	3,720.35
Three Courses (9.0 Credit Hours)	4,095.60	805.40	125.25	N/A	36.75	61.30	N/A	3.00	5,127.30

FALL 2017/SPRING 2018 MASTER OF EDUCATION

Canadian Students

No Credit Courses (Placeholder)	N/A	344.40	41.75	N/A	N/A	129.77	N/A	N/A	515.92
One Course (3.0 Credit Hours)	583.75	344.40	41.75	67.80	N/A	129.77	N/A	5.50	1,172.97
Two Courses (6.0 Credit Hours)	1,167.50	344.40	83.50	67.80	N/A	129.77	N/A	5.50	1,798.47
Three Courses (9.0 Credit Hours)	1,751.25	344.40	125.25	90.40	N/A	145.80	276.35	8.00	2,741.45
Four Courses (12.0 Credit Hours)	2,335.00	344.40	167.00	90.40	N/A	145.80	276.35	8.00	3,366.95

International

No Credit Courses (Placeholder)	N/A	805.40	41.75	N/A	36.75	129.77	N/A	N/A	1,013.67
One Course (3.0 Credit Hours)	1,365.20	805.40	41.75	67.80	36.75	129.77	N/A	5.50	2,452.17
Two Courses (6.0 Credit Hours)	2,730.40	805.40	83.50	67.80	36.75	129.77	N/A	5.50	3,859.12
Three Courses (9.0 Credit Hours)	4,095.60	805.40	125.25	90.40	36.75	145.80	276.35	8.00	5,583.55
Four Courses (12.0 Credit Hours)	5,460.80	805.40	167.00	90.40	36.75	145.80	276.35	8.00	6,990.50

SUMMER 2017 - MASTER OF COUNSELLING

Canadian Students

No Credit Courses (Placeholder)	N/A	530.25	41.75	N/A	N/A	61.30	N/A	N/A	633.30
One Course (3.0 Credit Hours)	1,161.50	530.25	41.75	N/A	N/A	61.30	N/A	5.50	1,800.30
Two Courses (6.0 Credit Hours)	2,323.00	530.25	83.50	N/A	N/A	61.30	N/A	5.50	3,003.55
Three Courses (9.0 Credit Hours)	3,484.50	530.25	125.25	N/A	N/A	61.30	N/A	8.00	4,209.30

International

No Credit Courses (Placeholder)	N/A	1,240.05	41.75	N/A	36.75	61.30	N/A	N/A	1,379.85
One Course (3.0 Credit Hours)	2,716.25	1,240.05	41.75	N/A	36.75	61.30	N/A	5.50	4,101.60
Two Courses (6.0 Credit Hours)	5,432.50	1,240.05	83.50	N/A	36.75	61.30	N/A	5.50	6,859.60
Three Courses (9.0 Credit Hours)	8,148.75	1,240.05	125.25	N/A	36.75	61.30	N/A	8.00	9,620.10

FALL 2017/SPRING 2018 MASTER OF COUNSELLING

Canadian Students

No Credit Courses (Placeholder)	N/A	530.25	41.75	N/A	N/A	129.77	N/A	N/A	701.77
One Course (3.0 Credit Hours)	1,161.50	530.25	41.75	67.80	N/A	129.77	N/A	5.50	1,936.57
Two Courses (6.0 Credit Hours)	2,323.00	530.25	83.50	67.80	N/A	129.77	N/A	5.50	3,139.82
Three Courses (9.0 Credit Hours)	3,484.50	530.25	125.25	90.40	N/A	145.80	276.35	8.00	4,660.55

International

No Credit Courses (Placeholder)	N/A	1,240.05	41.75	N/A	36.75	129.77	N/A	N/A	1,448.32
One Course (3.0 Credit Hours)	2,716.25	1,240.05	41.75	67.80	36.75	129.77	N/A	5.50	4,237.87
Two Courses (6.0 Credit Hours)	5,432.50	1,240.05	83.50	67.80	36.75	129.77	N/A	5.50	6,995.87
Three Courses (9.0 Credit Hours)	8,148.75	1,240.05	125.25	90.40	36.75	145.80	276.35	8.00	10,071.35

Notes:

¹ Students pay a Program Fee (minimum 9) for each term they are in the program, and a per course Tuition Fee for each course enrolled in. Students completing their program in fewer than 9 terms 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 term 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.

² 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 Main campus courses only (SRS, CKXU Radio).

⁴ The amounts charged for Sport and Recreation, Health & Dental, and Meliorist are not assessed in the Summer Term. Graduate Students' Association include the Operations fee of \$57.30 and Daycare Contribution of \$4.00 fees in the Summer term. CKXU is assessed at \$3.00 in the Summer term. Fees may differ from the amounts noted above which are charged for the Spring / Fall term.

Graduate Students' Association Fees components for the Fall and Spring terms are:

	Full-time	Part-time
Operations	57.30	41.27
Daycare contribution	4.00	4.00
UPASS (Fall / Spring terms only)	79.50	79.50
	140.80	124.77
Representation Fee (Fall term only)	5.00	5.00
Total Fees	\$ 145.80	\$ 129.77

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2018 is estimated at \$79.50, and is subject to change as rates are not available at the time of publishing. For criteria for opting out of the U-Pass (students living outside of the City of Lethbridge Transit System) see <https://ulgsa.ca/services/u-pass/>

⁵ 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 \$141.35 for 12 months of coverage. The Dental Plan cost is \$135.00 for 12 months of coverage. Those students admitted in the Spring term are assessed \$94.94 for the Health Plan and \$89.58 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.

Small variances may be due to system rounding.

Proposed Program & Tuition Fee increases for the M. Ed. program:

	Current Rate	Proposed 2018/19	Proposed 2019/20
Program Fee -CDN	\$344.40	\$344.40	\$344.40
Tuition Fee - CDN	\$583.75	\$583.75	\$583.75

Proposed Program & Tuition Fee increases for the M.C. program:

	Current Rate	Proposed 2018/19	Proposed 2019/20
Program Fee-CDN	\$530.25	\$530.25	\$530.25
Tuition Fee-CDN	\$1,161.50	\$1,161.50	\$1,161.50

Approximate Annual Tuition & Program Fees for Masters Programs based on standard program plan. (not including other fees)

Master of Education - Canadian	\$3,368
Master of Counselling - Canadian	\$6,237

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)

Master of Education - Canadian	\$10,105
Master of Counselling - Canadian	\$18,710

Source: Financial Services, December 2016

MASTER OF SCIENCE (MANAGEMENT) PROGRAM FEES

EFFECTIVE APRIL 1, 2017

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

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

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

Canadian Students	- Summer	3,200.00	139.17	90.40	N/A	61.30	N/A	6.32	3,497.19
	- Fall	3,200.00	139.17	90.40	N/A	145.80	276.35	6.34	3,858.06
	- Spring	3,200.00	139.17	90.40	N/A	140.80	N/A	6.34	3,576.71
International Students	- Summer	6,508.80	139.17	90.40	36.75	61.30	N/A	6.32	6,842.74
	- Fall	6,508.80	139.17	90.40	36.75	145.80	276.35	6.34	7,203.61
	- Spring	6,508.80	139.17	90.40	36.75	140.80	N/A	6.34	6,922.26

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

Canadian Students	- Summer	583.75	41.75	N/A	N/A	61.30	N/A	3.00	689.80
	- Fall	583.75	41.75	90.40	N/A	145.80	276.35	8.00	1,146.05
	- Spring	583.75	41.75	90.40	N/A	140.80	N/A	8.00	864.70
International Students	- Summer	1,353.15	41.75	N/A	36.75	61.30	N/A	3.00	1,495.95
	- Fall	1,353.15	41.75	90.40	36.75	145.80	276.35	8.00	1,952.20
	- Spring	1,353.15	41.75	90.40	36.75	140.80	N/A	8.00	1,670.85

M.Sc. (MANAGEMENT) PROGRAM - PART TIME Participation Fees (Effective for students admitted and beginning studies prior to Summer 2015). A Continuation Fee is assessed for each subsequent term after the first six terms of study.

Canadian Students	- Summer	1,600.00	69.59	67.80	N/A	45.27	N/A	4.66	1,787.32
	- Fall	1,600.00	69.59	67.80	N/A	129.77	N/A	4.67	1,871.83
	- Spring	1,600.00	69.59	67.80	N/A	124.77	N/A	4.67	1,866.83
International Students	- Summer	3,254.40	69.59	67.80	36.75	45.27	N/A	4.66	3,478.47
	- Fall	3,254.40	69.59	67.80	36.75	129.77	N/A	4.67	3,562.98
	- Spring	3,254.40	69.59	67.80	36.75	124.77	N/A	4.67	3,557.98

M.Sc. (MANAGEMENT) - PART TIME Participation CONTINUATION FEES per term (Effective for students admitted and beginning studies prior to Summer 2015).

Canadian Students	- Summer	291.90	20.88	N/A	N/A	45.27	N/A	4.66	362.71
	- Fall	291.90	20.88	67.80	N/A	129.77	N/A	4.67	515.02
	- Spring	291.90	20.88	67.80	N/A	124.77	N/A	4.67	510.02
International Students	- Summer	662.00	20.88	N/A	36.75	45.27	N/A	4.66	769.56
	- Fall	662.00	20.88	67.80	36.75	129.77	N/A	4.67	921.87
	- Spring	662.00	20.88	67.80	36.75	124.77	N/A	4.67	916.87

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course. The administrative fee is the equivalent to 10 courses assessed over three terms for MSM full time program. Continuation administration fees are assessed each term as the equivalent to one administration fee.

		Full-time	Part-time
² Graduate Students' Association Fee components are:	Operations	57.30	41.27
	UPASS (Fall / Spring terms only)	79.50	79.50
	Daycare Contribution	4.00	4.00
		<u>140.80</u>	<u>124.77</u>
	Representation Fee (Fall term only)	5.00	5.00
Total Fees	<u>\$ 145.80</u>	<u>\$ 129.77</u>	

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2018 is estimated at \$79.50, and is subject to change as rates are not available at the time of publishing. For criteria for opting out of the U-Pass (students living outside of the City of Lethbridge Transit System) see <https://ulgsa.ca/services/u-pass/>

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 \$141.35 and Dental Plan cost is \$135.00, both for 12 months of coverage. Those students admitted in the Spring term are assessed at \$94.24 for the Health Plan and \$89.58 for the Dental Plan, both for eight months of 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.

Small variances may be due to system rounding.

Proposed increases in the Master of Management Graduate Program fees, per full time term:

	Current Rate	Proposed 2018/19	Proposed 2019/20
Tuition Fee - Canadian	\$3,200.00	\$3,200.00	\$3,200.00
Tuition Fee - International	\$6,508.80	\$6,593.40	\$6,679.10

Source: Financial Services, December 2016

UNIVERSITY OF LETHBRIDGE 2017/2018 ACADEMIC YEAR FEE SCHEDULE
MASTER OF NURSING GRADUATE PROGRAM FEES
EFFECTIVE APRIL 1, 2017

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

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

SUMMER 2017

Canadian Students

No Credit Courses (Placeholder)	N/A	356.00	41.75	N/A	N/A	61.30	N/A	N/A	459.05
One Course (3.0 Credit Hours)	603.00	356.00	41.75	N/A	N/A	61.30	N/A	3.00	1,065.05
Two Courses (6.0 Credit Hours)	1,206.00	356.00	83.50	N/A	N/A	61.30	N/A	3.00	1,709.80
Three Courses (9.0 Credit Hours)	1,809.00	356.00	125.25	N/A	N/A	61.30	N/A	3.00	2,354.55

International

No Credit Courses (Placeholder)	N/A	836.25	41.75	N/A	36.75	61.30	N/A	N/A	976.05
One Course (3.0 Credit Hours)	1,416.45	836.25	41.75	N/A	36.75	61.30	N/A	3.00	2,395.50
Two Courses (6.0 Credit Hours)	2,832.90	836.25	83.50	N/A	36.75	61.30	N/A	3.00	3,853.70
Three Courses (9.0 Credit Hours)	4,249.35	836.25	125.25	N/A	36.75	61.30	N/A	3.00	5,311.90

FALL 2017 / SPRING 2018

Canadian Students

No Credit Courses (Placeholder)	N/A	356.00	41.75	N/A	N/A	129.77	N/A	N/A	527.52
One Course (3.0 Credit Hours)	603.00	356.00	41.75	67.80	N/A	129.77	N/A	5.50	1,203.82
Two Courses (6.0 Credit Hours)	1,206.00	356.00	83.50	67.80	N/A	129.77	N/A	5.50	1,848.57
Three Courses (9.0 Credit Hours)	1,809.00	356.00	125.25	90.40	N/A	145.80	276.35	8.00	2,810.80
Four Courses (12.0 Credit Hours)	2,412.00	356.00	167.00	90.40	N/A	145.80	276.35	8.00	3,455.55
Five Courses (15.0 Credit Hours)	3,015.00	356.00	208.75	90.40	N/A	145.80	276.35	8.00	4,100.30

International

No Credit Courses (Placeholder)	N/A	836.25	41.75	N/A	36.75	129.77	N/A	N/A	1,044.52
One Course (3.0 Credit Hours)	1,416.45	836.25	41.75	67.80	36.75	129.77	N/A	5.50	2,534.27
Two Courses (6.0 Credit Hours)	2,832.90	836.25	83.50	67.80	36.75	129.77	N/A	5.50	3,992.47
Three Courses (9.0 Credit Hours)	4,249.35	836.25	125.25	90.40	36.75	145.80	276.35	8.00	5,768.15
Four Courses (12.0 Credit Hours)	5,665.80	836.25	167.00	90.40	36.75	145.80	276.35	8.00	7,226.35
Five Courses (15.0 Credit Hours)	7,082.25	836.25	208.75	90.40	36.75	145.80	276.35	8.00	8,684.55

Notes:

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 tuition and fees as a six credit course.

² Students pay a Program Fee for each term they are in the program (minimum 6) 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 term 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 Main campus courses only (SRS, CKXU Radio).

⁵ The amounts charged for Sport and Recreation, Health & Dental, and Meliorist are not assessed in the Summer Term. Graduate Students' Association include the Operations fee of \$57.30 and Daycare Contribution of \$4.00 fees in the Summer term. CKXU is assessed at \$3.00 in the Summer term. Fees may differ from the amounts noted above which are charged for the Spring / Fall term.

Graduate Students' Association Fees components for the Fall and Spring terms are:

	Full-time	Part-time
Operations	57.30	41.27
Daycare contribution	4.00	4.00
UPASS (Fall / Spring terms only)	79.50	79.50
	140.80	124.77
Representation Fee (Fall term only)	5.00	5.00
Total Fees	\$ 145.80	\$ 129.77

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2018 is estimated at \$79.50, and is subject to change as rates are not available at the time of publishing. For criteria for opting out of the U-Pass (students living outside of the City of Lethbridge Transit System) see <https://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 \$141.35 for 12 months of coverage. The Dental Plan cost is \$135.00 for 12 months of coverage. Those students admitted in the Spring term are assessed \$94.24 for the Health Plan and \$89.58 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.

Small variances may be due to system rounding.

Proposed Tuition (per course) and Program Fee increases for the MN program for Canadian Students:

	Current	Proposed 2018/19	Proposed 2019/20
Tuition Fee	\$603	\$603	\$603
Program Fee	\$356	\$356	\$356

Proposed Tuition (per course) and Program Fee increases for the MN program for International Students:

	Current	Proposed 2018/19	Proposed 2019/20
Tuition Fee	\$1,416	\$1,435	\$1,454
Program Fee	\$836	\$847	\$858

Source: Financial Services December 2016

UNIVERSITY OF LETHBRIDGE 2017/2018 ACADEMIC YEAR FEE SCHEDULE
DOCTOR OF PHILOSOPHY IN EDUCATION PROGRAM FEES
 EFFECTIVE APRIL 1, 2017

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

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

Ph.D. PROGRAM Term Fees (A Continuation fee is assessed for each subsequent term after four years/twelve terms in the program)

Canadian Students - Summer	2,083.35	69.58	90.40	N/A	61.30	N/A	3.00	2,307.63
- Fall	2,083.35	69.58	90.40	N/A	145.80	276.35	8.00	2,673.48
- Spring	2,083.35	69.58	90.40	N/A	140.80	N/A	8.00	2,392.13
International Students - Summer	4,873.15	69.58	90.40	36.75	61.30	N/A	3.00	5,134.18
- Fall	4,873.15	69.58	90.40	36.75	145.80	276.35	8.00	5,500.03
- Spring	4,873.15	69.58	90.40	36.75	140.80	N/A	8.00	5,218.68

Ph.D. CONTINUATION FEES (per term)

Canadian Students - Summer	625.00	41.75	N/A	N/A	61.30	N/A	3.00	731.05
- Fall	625.00	41.75	90.40	N/A	145.80	276.35	8.00	1,187.30
- Spring	625.00	41.75	90.40	N/A	140.80	N/A	8.00	905.95
International Students - Summer	1,461.95	41.75	N/A	36.75	61.30	N/A	3.00	1,604.75
- Fall	1,461.95	41.75	90.40	36.75	145.80	276.35	8.00	2,061.00
- Spring	1,461.95	41.75	90.40	36.75	140.80	N/A	8.00	1,779.65

Notes:

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

² The Student Administrative Fees include the Student Services Fee and the Student Copyright Access fee.

³ Applies to Main campus courses only (SRS, CKXU Radio).

⁴ The amounts charged for Sport and Recreation, Health & Dental, and Meliorist are not assessed in the Summer Term. Graduate Students' Association include the Operations fee of \$57.30 and Daycare Contribution of \$4.00 fees in the Summer Term. CKXU is assessed at \$3.00 in the Summer Term. Fees may differ from the amounts noted above which are charged for the Spring / Fall Terms.

⁵ Graduate Students' Association Fees components for the Fall and Spring terms are:

	Full-time	Part-time
Operations	57.30	41.27
Daycare contribution	4.00	4.00
UPASS (Fall / Spring terms only)	79.50	79.50
Total Fee	\$ 140.80	\$ 124.77
Representation Fee (Fall term only)	5.00	5.00
Total Fees	\$ 145.80	\$ 129.77

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2018 is estimated at \$79.50, and is subject to change as rates are not available at the time of publishing. For criteria for opting out of the U-Pass (students living outside of the City of Lethbridge Transit System) see <https://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 \$141.35 for 12 months of coverage. The Dental Plan cost is \$135.00 for 12 months of coverage. Those students admitted in the Spring term are assessed \$94.24 for the Health Plan and \$89.58 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.

Small variances may be due to system rounding.

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

	Current	Proposed 2018/19	Proposed 2019/20		Current	Proposed 2018/19	Proposed 2019/20
Canadian Students				International Students			
Term Fee	\$2,083	\$2,083	\$2,083	Term Fee	\$4,873	\$4,937	\$5,001
Continuation Fee	\$625	\$625	\$625	Continuation Fee	\$1,462	\$1,481	\$1,500

Approximate Annual Program Fees for Ph.D. in Education based on standard program plan of six courses. (not including other fees)

Canadian Students - term fee (per year)	Tuition ¹	\$6,250	International - term fee (per year)	Tuition ¹	\$14,619
Canadian Students - continuation fee (per year)		\$1,875	International - continuation fee (per year)		\$4,386

Source: Financial Services: December 2016

**GENERAL / OPEN STUDIES GRADUATE PROGRAM FEES
SUMMER TERM 2017
EFFECTIVE APRIL 1, 2017**

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

U of L Fees		Graduate Student Association Fees	Graduate Student Daycare Fee	CKXU Radio Fee	International Health Centre Fee ²	Total
Tuition	Student Administrative Fee ¹					

GRADUATE (Canadian Open Studies Students)

One-Half Course (1.5 Cr. Hrs.)	291.88	20.88	57.30	4.00	3.00	N/A	377.06
One Course (3.0 Credit Hrs.)	583.75	41.75	57.30	4.00	3.00	N/A	689.80
Two Courses (6.0 Credit Hrs.)	1,167.50	83.50	57.30	4.00	3.00	N/A	1,315.30
Three Courses (9.0 Credit Hrs.)	1,751.25	125.25	57.30	4.00	3.00	N/A	1,940.80
Four Courses (12.0 Credit Hrs.)	2,335.00	167.00	57.30	4.00	3.00	N/A	2,566.30
Five Courses (15.0 Credit Hrs.)	2,918.75	208.75	57.30	4.00	3.00	N/A	3,191.80

GRADUATE (International Open Studies Students)

One-Half Course (1.5 Cr. Hrs.)	676.58	20.88	57.30	4.00	3.00	36.75	798.51
One Course (3.0 Credit Hrs.)	1,353.15	41.75	57.30	4.00	3.00	36.75	1,495.95
Two Courses (6.0 Credit Hrs.)	2,706.30	83.50	57.30	4.00	3.00	36.75	2,890.85
Three Courses (9.0 Credit Hrs.)	4,059.45	125.25	57.30	4.00	3.00	36.75	4,285.75
Four Courses (12.0 Credit Hrs.)	5,412.60	167.00	57.30	4.00	3.00	36.75	5,680.65
Five Courses (15.0 Credit Hrs.)	6,765.75	208.75	57.30	4.00	3.00	36.75	7,075.55

AUDIT FEES PER COURSE

Canadian Students	291.88
International Students	676.58

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 All international students will be charged \$36.75 per term for the International Health Centre fee.

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

Small variances may be due to system rounding.

Source: Financial Services, December 2016. This schedule is in effect for Summer 2017 only.

8. IMPORTANT DATES AND FEE DEADLINES

	Summer 2017	Fall 2017	Spring 2018
First Day of Classes	Full Term - May 8 Session I - May 8 Session II & II/III - Jul 10 Session III - Aug 9	Sep 6	Jan 8
Add/Drop Date Last day to register in courses	Full Term - May 15 Session I - May 11 Session II & II/III - Jul 13 Session III - Aug 14	Sep 12	Jan 15
Extended Drop Deadline Last day to drop courses before tuition, program, and compulsory fees are non-refundable	Full Term - May 25 Session I - May 15 Session II & II/III - Jul 17 Session III - Aug 14	Sep 25	Jan 25
Health and Dental Opt-out Deadline	N/A	Sep 22	Jan 19
Fee Deadline Last day to pay all fees: <ul style="list-style-type: none"> • Before interest is charged on outstanding balances; and • Before automatic cancellation of registration for non-payment 	Jun 1	Oct 2	Feb 1
Withdrawal Deadline Last day to withdraw from courses and receive a "W" on transcripts	Term - Aug 4 Session I - Jun 19 Session II - Jul 28 Session II/III - Aug 21 Session III - Aug 29	Dec 6	Apr 16
Graduation - Zero Balance Account Last day to pay outstanding balances to be eligible for graduation this term	Aug 15	Dec 1	Apr 3
*When a deadline date occurs on a weekend or Statutory or Civic Holiday, the deadline will be the next working day.			

