

A. Academic Fees

Note: A schedule of current fees will be posted on the University's web site in May 2014. Any updated policies will be posted on www.stu.ca

1. Full-Time Students

a. Tuition Fees (2013-2014 rates)

These fees include all the regular charges of the University for the full academic year for registration, tuition, libraries and other academic services, athletics, creative arts, health services, and accident insurance.

	Canadian	International
Arts	\$5,195.00	\$13,005.00
Journalism	\$5,445.00	\$13,255.00
Education	\$7,725.00	\$16,175.00
Social Work (post degree)	\$7,925.00	\$16,615.00

b. Health Insurance

Full-time, Canadian students have the option to participate in a student health plan which provides supplementary coverage for prescription drugs and major medical expenses not included in provincial Medicare plans. For international students who are not eligible to be insured under provincial hospital and medical plans, the University health plan also helps cover the costs of basic medical and hospital expenses. Fees for these plans are established over the summer months. Participation in the student health plan is mandatory unless proof of other medical insurance is presented upon registration. Proof of other medical insurance is required to be presented on an annual basis for returning students who wish to opt out of the student health plan. Additional coverage for dependents is available at an extra cost. Coverage under the health plan extends from September 1 to August 31 of the following year.

Health Plan Fees: 2013-2014 rates

Single: \$271.80

Family: \$541.20

Dental Plan Fees: 2013-2014 rates

Single: \$90.24

Family: \$209.28

Dental coverage is optional. Students who wish to opt out of either plan must submit a complete waiver form no later than October 15, 2014. No proof of other coverage is required to opt out of the dental plan.

c. Students' Union Fee

The Students' Union requires all full-time students to pay an annual fee to support student organizations. The fee is currently \$240.25:

\$131.00 Students' Union fee

\$86.25 Universal Bus pass fee

\$23.00 Media fee

The Students' Union fee is not refundable and is payable on or before registration. For full-time students entering in January, the Students' Union fee is \$120.00.

d. Confirmation Deposit

To confirm acceptance of admissions offers, accepted students must submit a \$100 deposit. For students accepted prior to May 1, the deadline for submission of the confirmation deposit is May 15; for students offered admission after May 1, the deadline is 30 days following the offer. This is an advance payment and will be applied against the total of tuition fees owed. The fee is applied to the January instalment for those students who opt for the two-instalment payment plan for tuition. **The deposit will be forfeited if the student withdraws from university at any time during the year.**

e. Special Fees (2013-2014 rates)

Application fee	\$35.00
Certified copy of student's record (official transcript)	\$5.00
Graduation fee	\$50.00
Parking permit	\$101.00
Facility Renewal Fee	\$50.00
Technology Fee	\$50.00
Student Health Centre Fee	\$50.00

2. Part-Time Students

a. Tuition fees (2013-2014 rates)

Full-credit course	\$1,177.00
Half-credit course	\$567.00
Full course (audit only)	\$567.00

b. Student Union Fee

The Students' Union requires all part-time students to pay a fee of \$42 per full course to support student organizations (\$10 per full course for facility renewal and for technology is also included in above).

3. Tuition for Seniors

Applicants who have reached the age of sixty years are eligible to apply for a rebate of 50% of normal tuition fees. As well, the University has a bursary program for seniors to assist needy students with the payment of fees. Details on bursary assistance may be obtained from the Registrar's office.

B. Regulations for Payment of Academic Fees

1. Schedule for Payments

Full-time students in the regular academic session (September-April) may make payment in one instalment in September, or in two instalments at the beginning of each term. At a minimum, the September payment should include 60% of the tuition fees plus the full student union fee. An administration fee (\$20.00 in 2013-2014) is charged when tuition fees are paid in two instalments.

Note: Students who have registered for the fall semester must adhere to published deadlines for payment of tuition and fees in order to hold their registered courses. Failure to do so will result in the loss of registered courses.

2. Scholarship and Bursary Students

Registration is not complete until fees have been paid or a satisfactory arrangement has been made with the Registrar's Office. Scholarship students should notify the Registrar's Office of their acceptance of their scholarship in order to complete their September registration requirements. Students depending on government student aid programs are reminded that their applications should be submitted to the student aid offices at least two months prior to the date of registration in order to allow time for processing.

3. Interest Charges

Interest will be charged on all overdue accounts at a rate set by the University, not to exceed 1.5% per month, on the balance owing.

4. Outstanding Accounts

Students who have outstanding accounts will not be permitted to receive an official transcript of their record or be recommended for any degree or diploma until fees, fines, and any other accounts owed to the University are paid.

5. Withdrawal from University: Refund Policy

Students who withdraw from university before the end of the academic year may qualify for a refund of a partial portion of their fees. Arrangements for refunds of fees must be made with Financial Services. Before a request for refund of any portion of the tuition fee is entertained, students must obtain a notice from the Registrar's office confirming their withdrawal from university. The effective date of withdrawal is the date on which the Registrar accepts the withdrawal. No refunds will be made after October 24 for the first term, or February 27 for the second term.

C. Residence Fees

The University reserves the right to make changes without notice in its published schedule of tuition, residence, and other fees.

1. Room and Board

The fees for all university residences for the period September 2013 to April 2014 were as follows and will change for the academic year 2014-2015:

Harrington Hall, Holy Cross House, Vanier Hall

Double room \$7,505.00 - \$8,030.00*

Single room (when available) \$9,405.00 - \$9,930.00*

Rigby Hall, Chatham Hall

Double room \$7,855.00 - \$8,380.00*

Single room \$9,755.00 - \$10,280.00*

* Fees vary depending on which meal plan a student selects.

2. Room Deposit

A \$300 application deposit must accompany a student's residence application form in order for the application to be processed. This is an advance payment on second-semester residence fees, not an additional fee. The full application deposit will be refunded if the application is withdrawn in writing prior to June 15. A refund of \$150 of the \$300 deposit will be made if the application is withdrawn, in writing, prior to July 15 (December 1 for second term). Failure to withdraw the application by the deadline will result in loss of the deposit.

The deposit will also be forfeited if a student withdraws from residence any time during the year.

Space is limited and returning students are encouraged to apply and to pay the \$300 residence deposit as early as possible for the upcoming year.

Room assignments will be mailed out on June 1 and names of roommates will be mailed out on August 1.

3. Other Charges

- **Damage deposit:** A deposit of \$250 is required of new students upon first coming into residence. This deposit is subject to charges for damages to the University property while students are in residence. Damages attributed to an entire house as well as damages to an individual may be charged against the damage deposit. The unexpended portion will be refunded, upon request, within one year of withdrawal from residence. Damage costs in excess of \$250 will be billed to the student.
- **Laundry fee:** \$65
- **Key replacement:** \$25 per key
- **House dues (in support of the activities of the house committee):** \$50 all houses. \$25 for students moving in after the Christmas break.

4. Schedule of Payment

At least 60% of the residence fee must be paid in September. The remainder of the fee is payable not later than January 31.

Note: Residence students must adhere to published deadlines for payment of fees in order to retain their room assignments. Failure to do so may result in the residence students losing their assigned rooms.

5. Overdue Accounts

Interest will be charged on all overdue accounts at a rate set by the University, not to exceed 1.5% per month on the balance owing.

Students who have outstanding accounts will not be permitted to receive an official transcript of their records or be recommended for any degree or diploma until fees, fines, and any other accounts owed to the University are paid.

6. Withdrawal from Residence: Refund Policy

When you sign the Residence Agreement and accept a residence placement, you are committing to remain in residence for the entirety of the academic year. If you decide to withdraw from residence during the academic year, you will still be financially responsible for residence and meal plan fees. You may not rent the room out to anyone else.

Students wishing to withdraw from residence must begin the process with a Residence Manager, located in George Martin Hall 303. The withdrawal is not effective until the Director of Student Services and Residence Life has approved the withdrawal request. The date of the withdrawal for the purpose of fee administration will be the date this approval is given, or the date the student has checked out of residence and returned their keys, whichever is later. The student's account will be adjusted to reflect residence as follows:

Month of withdrawal:

September:	pay 40% of the full year cost
October:	pay 50% of the full year cost
November:	pay 60% of the full year cost
December:	pay 70% of the full year cost
January:	pay 80% of the full year cost
February:	pay 90% of the full year cost
March:	pay 100% of the full year cost
April:	pay 100% of the full year cost

Note: For fees specific to certain programs, please see www.stu.ca