



UNIVERSITY OF TORONTO

University of Toronto
Governing Council

Tuition Refund Policy

November 2, 1995

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UNIVERSITY OF TORONTO

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Tuition Refund Policy

Where tuition is assessed on a course basis a variety of factors should be taken into account in the establishment of a Tuition Refund Schedule. The objectives that should be balanced are:

- (i) Encourage students to focus quickly on their program of study, to their academic advantage.
- (ii) Optimize use of classroom and laboratory space.
- (iii) Optimize placement in courses and programs, particularly ones that have limited enrolment.
- (iv) Allow for the direction or redirection of academic resources to reflect student demand.
- (v) Enable students to have sufficient opportunity to determine the content and requirements of the courses that they intend to take.
- (vi) Minimize the effect of course drop transactions on University revenue and expenditure.
- (vii) Allow for equitable treatment of students

In accordance with these objectives, a Tuition Refund Schedule should include the following characteristics:

- a) An initial "shopping period" to accommodate the drop/add activities that occur early in the term. There should be no additional cost to the student for a drop and subsequent add transaction in the shopping period. These transactions do not typically involve a change in a student's course load.
- b) A further period of time during which students, having additional exposure to course content and requirements in relation to their aims and abilities, can drop a course with only limited financial penalty.

Authority to establish the Tuition Refund Schedule in accordance with this Policy is delegated to the President. Changes in the Tuition Refund Schedule should be reported to the Business Board. Any significant changes to the Tuition Refund Schedule should be approved by the Governing Council, usually in conjunction with its approval of tuition fees.



Derek McCammond
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