

ATTACHMENT A

Policy on Ancillary Fees

In Addition to the Tuition Fee Schedule, there shall be a Schedule of Ancillary Fees. The schedule will be organised as follows:

1.0 Student Services provided by the University¹

1.1 Student Services

1.2 Health Services

1.3 Athletics

1.4 Hart House

1.5 Constituent College fees (excludes college library fees which are prohibited)

¹All fees in this category are compulsory.

The Ministry of Education and Training's Compulsory Ancillary Fee Policy requires that protocols be established in order to increase or add new fees to this category.

2.0 Student organisations and services provided by such organisations²

2.1 Student society fees including any portion thereof in support of student initiated health plans and communications.

2.2 Social and cultural services (excluding Hart House)

2.3 Other fees levied by student organisations to cover the costs of operating the organisations or services provided by them. The University may act as a collection agent for the student organisation, but the fees will be passed directly to the respective student organisations.

²In accordance with the Ministry of Education and Training's Compulsory Ancillary Fee Policy fees established by student governments, including those resulting from referenda sponsored by them are excluded from the protocol requirement.

3.0 Student levies for specific, limited projects³

Student organisations may establish levies for specific, limited projects within the University which are designated by them.

The University may act as a collection agent for the student organisation, but the fees will either be passed directly to the respective student organisation or to a restricted account for the purpose(s) designated by the organisation.

³Such fees must be approved by student referenda as required by the Ministry of Education and Training's Compulsory Ancillary Fee Policy. These fees are exempt from the protocol requirement of the Ministry's policy.

All fees in Categories 1.0, 2.0 and 3.0 that are compulsory will be governed by the University's Policy on Compulsory Non-academic Incidental Fees. The application of the Policy will not preclude the assignment of Category 3.0 Student levies for specific, limited projects to academic purposes.

4.0 Academic surcharges for extraordinary cost

4.1 Studio Fees

4.2 Cinema Screening Fees

4.3 Laundry

4.4 Computing Fees

Compulsory ancillary fees normally may not be levied for these services. The only exception may be for extra services beyond those normally provided and required by a degree program or course, as for example when additional computing time is made available to students at their option.

5.0 Cost Recoveries⁴

5.1 Publications, case studies, laboratory manuals

5.2 Field trips

5.3 Clothing

5.4 Equipment purchases that become the property of students

5.5 Equipment rentals that, for the period of rental, come into the individual possession of students

5.6 Other goods and services provided individually to students for their exclusive use. Charges for various forms of non-credit remedial instruction, if provided, may be included here.

5.7 Materials, services, or licenses where the University acts as a broker with a vendor for the student.⁵

Fees charged to recover costs must relate to those costs, and may not exceed them, or a reasonable estimate of them. The only cost recoveries that may be charged are those shown on the University Schedule of Cost Recovery Fees, which initially shall be the list of cost recoveries shown in the University's submission to the Ministry of Training & Education, February 16, 1987. The fees shown on the Schedule may be adjusted annually by administrative authority (the Vice-Provost, Planning & Budget) provided that the adjustments relate to changes in cost, and are for goods and services that comply with the Policy on Ancillary Fees. All changes shall be reported annually to the Business Board for information.

⁴Such fees, whether or not they are compulsory, are exempt from the Ministry of Education and Training's Compulsory Ancillary Fee Policy protocol requirement.

⁵This is a new category introduced by the Ministry of Education and Training Policy. For the University of Toronto, this category replicates Category 5.4.

6. Administrative user fees and fines⁶

6.1 Registration fees

6.2 Records and documents (excluding diplomas and certificates, for which no fee may be charged except for replacements)

6.3 Examination and grades (excluding initial grade reports, for which no fee may be charged)

6.4 Co-op program placement fees

6.5 Library fines

6.6 Other administrative user fees or fines shown on the University Schedule of Administrative User Fees and Fines.

Administrative user fees must relate to the costs of the services provided, and may not exceed them, or reasonable estimates of them. The only administrative user fees and fines that may be charged are those shown on the University Schedule of Administrative User Fees and Fines. The fees and fines shown on the Schedule may be adjusted annually by administrative authority (the Vice-Provost, Planning & Budget), provided that the adjustments relate to the costs of the services provided. All changes shall be reported annually to the Business Board for information. The introduction or removal of

a fee from the Schedule must be submitted to the Business Board for review and approval.

⁶All fees in this category are exempt from the Ministry of Education and Training's Compulsory Fee Policy protocol requirement.

7.0 General program support

Other than tuition fees, no fees may be levied for general program support, except as provided for in Category 3.0, student levies for specific, limited projects.

8.0 System Wide Fees⁷

8.1 University Health Insurance Plan (UHIP)

Such fees are established through a formal agreement under which students at all Ontario universities pay a comparable fee for a comparable service. Such fees are exempt from the Ministry of Education and Training's Compulsory Ancillary Fee Policy protocol requirement.

⁷This is a new category introduced by the Ministry of Education and Training policy. The UHIP fee is actually a Council of Ontario Universities fee which is reported here for information.

Ancillary Fees Category 6 - Administrative User Fees and Fines
2009-10

2008-09 **2009-10**

6.1 Registration Fees

Dentistry		Post Graduate Dental Student Fees	350.00	350.00
General		Course Confirmation	6.00	6.00
General		Late Registration - Initial Charge Plus Per Day Charge	44 + 5	44 + 5
General		Letters of Permission	25.00	25.00
General		Re-instatement	61.00	61.00
General		Re-registration	24.00	24.00
Law	JD Programme	Admission Deferral Fee	225.00	225.00
Management	MBA	Admission Deferral Fee	225.00	225.00
Medicine	Postgraduate Medical Education	Post Graduate Medical Student Fees	350.00	350.00
OISE/UT	Continuing Education	Additional Qualification - Late Registration Fee	100.00	100.00
OISE/UT	Continuing Education	Additional Qualification - Registration Fee	75.00	75.00

Ancillary Fees Category 6 - Administrative User Fees And Fines

2009-10

2008-09

2009-10

6.2 Records and Documents

Arts & Science	Centre for Medieval Studies	Certified Copies of Documents - Per Document	3.45	3.45
General		Certification Of Degree	7.00	7.00
General		Certification Of Degree - Each Additional Copy Of The Same Degree	3.00	3.00
General		Copies Of Records	15.00	15.00
General		Duplicate Receipts For Tax Purposes	5.00	5.00
General		Final Remarks	13.00	13.00
General		Letter Of Confirmation	7.00	7.00
General		Mailing Of Diploma - Canada	20.00	20.00
General		Mailing Of Diploma - International Destinations	60.00	60.00
General		Mailing Of Diploma - USA	40.00	40.00
General		Official Transcripts	10.00	10.00
General		Replacement Diplomas Or Certificates	60.00	60.00
General		Transfer Credit Assessment Fee	30.00	30.00
Medicine	Occupational Therapy	Licensing Fees Requiring Course And Fieldwork Documentation	125.00	125.00
Medicine	Occupational Therapy	Licensing Fees Requiring Course Documentation	75.00	75.00
Medicine	Occupational Therapy	Licensing Fees Requiring Field Work Documentation	100.00	100.00
Medicine	Occupational Therapy	Licensing Fees Simple Confirmation	50.00	50.00
Medicine	Occupational Therapy	Requests For Confirmation (Rotations, Evaluation) If Within Past 5 Yrs	200.00	200.00
Medicine	Physical Therapy	CURRICULUM VERIFICATION Fees International	150.00	150.00
Medicine	Physical Therapy	CURRICULUM VERIFICATION FEES Single Page Confirmation	50.00	50.00
Medicine	Physical Therapy	CURRICULUM VERIFICATION FEES United States	100.00	100.00
Medicine	Postgraduate Medical Education	Commissioner For Oaths Fee	10.00	10.00
Medicine	Postgraduate Medical Education	Completion Of Forms	6.00	6.00
Medicine	Postgraduate Medical Education	Letters Of Confirmation By DHL	45.00	45.00
Medicine	Postgraduate Medical Education	Letters Of Confirmation By Fax	25.00	25.00
Medicine	Postgraduate Medical Education	Letters Of Confirmation By Mail	25.00	25.00
Medicine	Postgraduate Medical Education	Letters Of Confirmation By Priority Courier	37.00	37.00
Medicine	Postgraduate Medical Education	Photocopies Of File Material Diploma, Medical Transcripts	13.00	13.00
Medicine	Postgraduate Medical Education	Requests For Confirmation (Rotations, Evaluation...) If Within The Past 5 Years	400.00	400.00
Medicine	Postgraduate Medical Education	Visa/Immigration Fee	150.00	150.00
SGS	School of Graduate Studies	Doctoral Thesis Submission Fee	20.00	20.00
SGS	School of Graduate Studies	Master's Thesis Submission Fee	39.00	40.00

Ancillary Fees Category 6 - Administrative User Fees and Fines

2009-10

2008-09 **2009-10**

6.3 Examinations and Grades

Arts & Science	Economics	Qualifying Examination - Economics	50.00	n/a
Arts & Science	Centre for Medieval Studies	External Examination	50.00	50.00
General		Advanced Standing Examination	58.00	58.00
General		Examination Scripts	13.00	13.00
General		Petition To Re-read Examination	36.00	36.00
General		Special Examination	70.00	70.00
OISE/UT	Continuing Education	Additional Qualification - Examination Fee	50.00	50.00

Ancillary Fees Category 6 - Administrative User Fees and Fines

2009-10

2008-09

2009-10

6.4 Placement Fees

Applied Science and Engineering	Engineering Summer Internship Program (eSIP)	250.00	250.00
Applied Science and Engineering	Professional Experience Year - Placement	850.00	850.00
Applied Science and Engineering	Professional Experience Year - Registration	100.00	100.00
Architecture, Landscape & Design	Global Architecture Program Placement Fee	300.00	300.00
Management MBA	Career Connection Centre Fee - Full-Time	500.00	500.00
Management MBA	Career Connection Centre Fee - Part-Time	333.00	333.00
Medicine	Fieldwork Placement International Placements	80.00	80.00
Medicine	Fieldwork Placement NATIONAL Placements	50.00	75.00
Medicine	Clinical Fee per Placement- International Students, Toronto Placement	100.00	100.00
Medicine	Clinical Fee per Placement- Other Canadian University students, Toronto Placement	50.00	50.00
Medicine	Clinical Fee per Placement- U of T Students, international Placement	50.00	n/a
OISE/UT	Education - Consecutive - B.Ed., MT, MA - Child Study Field Placement / Professional Support	295.00	295.00
OISE/UT	Education - Concurrent (CTEP) - Year 1 Field Placement / Professional Support	150.00	100.00
OISE/UT	Education - Concurrent (CTEP) - Year 2 Field Placement / Professional Support	150.00	250.00
OISE/UT	Education - Concurrent (CTEP) - Year 3 Field Placement / Professional Support	150.00	250.00
OISE/UT	Education - Concurrent (CTEP) - Year 4 Field Placement / Professional Support	450.00	550.00
OISE/UT	Education - Concurrent (CTEP) - Year 5 Field Placement / Professional Support	450.00	550.00
OISE/UT	School and Child Clinical Psychology Program - Masters - Additional Practical	300.00	300.00
OISE/UT	School and Child Clinical Psychology Program - PhD - Additional Practical	350.00	350.00
OISE/UT	Counseling Psychology Program - M.Ed 250 Hour Additional Practicum	150.00	150.00
OISE/UT	Counseling Psychology Program - Master - Doctoral Stream 500 Hour Additional Practicum	300.00	300.00
OISE/UT	Counseling Psychology Program - PhD 1000+ Hour Internship	700.00	700.00
OISE/UT	Counseling Psychology Program - PhD 500 Hour Practicum	300.00	300.00
OISE/UT	Optional Additional Practical Masters (500 Hour Additional Practicum)	300.00	300.00
OISE/UT	Optional Additional Practical PhD (1,000+ Hour Internship)	700.00	700.00
SGS	Career Development Fee - full-time	100.00	100.00
SGS	Career Development Fee - part-time	40.00	40.00
SGS	Administrative Fee - International Visiting Graduate Student Research Mobility Agreement	400.00	400.00
UTSC	Co-op Program Placement Fee Per Session- Arts Management Year 1 Entry	324.36	331.00
UTSC	Co-op Program Placement Fee Per Session - Arts Management Year 2 Entry	430.44	439.00
UTSC	Co-op Program Placement Fee Per Session - Humanities Year 1 Entry	324.36	331.00
UTSC	Co-op Program Placement Fee Per Session - Humanities Year 2 Entry	430.44	439.00
UTSC	Co-op Program Placement Fee Per Session - International Development Studies Year 1 Entry	403.92	412.00
UTSC	Co-op Program Placement Fee Per Session - International Development Studies Year 2 Entry	533.46	544.00

Ancillary Fees Category 6 - Administrative User Fees and Fines**2009-10****2008-09** **2009-10****6.4 Placement Fees**

UTSC	Arts	Co-op Program Placement Fee Per Session - Social Sciences Year 1 Entry	324.36	331.00
UTSC	Arts	Co-op Program Placement Fee Per Session - Social Sciences Year 2 Entry	430.44	439.00
UTSC	Management	Co-op Program Placement Fee Per Session (incl. Economic Policy) Year 1 Entry	403.92	412.00
UTSC	Management	Co-op Program Placement Fee Per Session (incl. Economic Policy) Year 2 Entry	533.46	544.00
UTSC	Science	Co-op Program Placement Fee Per Session Cell & Molecular Biology Year 1 Entry	324.36	331.00
UTSC	Science	Co-op Program Placement Fee Per Session Cell & Molecular Biology Year 2 Entry	430.44	439.00
UTSC	Science	Co-op Program Placement Fee Per Session - Computer Science Year 1 Entry	403.92	412.00
UTSC	Science	Co-op Program Placement Fee Per Session - Computer Science Year 2 Entry	533.46	544.00
UTSC	Science	Co-op Program Placement Fee Per Session Neurosciences Year 1 Entry	324.36	331.00
UTSC	Science	Co-op Program Placement Fee Per Session Neurosciences Year 2 Entry	430.44	439.00
UTSC	Science	Co-op Program Placement Fee Per Session Physical Sciences, Year 1 Entry	403.92	412.00
UTSC	Science	Co-op Program Placement Fee Per Session Physical Sciences, Year 2 Entry (corrected)	533.00	544.00
UTSC	Science	Co-op Program Placement Fee Per Session Psychology & Its Application, Year 1 Entry	324.36	331.00
UTSC	Science	Co-op Program Placement Fee Per Session Psychology & Its Application, Year 2 Entry	430.44	439.00
UTSC	Teaching	Co-op Program Placement Fee Per Session	42.84	43.00

Ancillary Fees Category 6 - Administrative User Fees and Fines

2009-10

2008-09 **2009-10**

6.5 Library Fine

Library	Damaged Books And Serials / Processing Charge	45.00	45.00
Library	Lost Books And/Or Accompanying Materials	145.00	145.00
Library	Lost Bound Serials	245.00	245.00
Library	Lost Unbound Serials	75.00	75.00
Library	Overdue Fines - Book And Serials - Per Day	0.50	0.50
Library	Overdue Fines - Reserved / Recall Books And Serials - Per Day	2.00	2.00
Library	Overdue Fines - Short-Term Loan Beyond 24 Hours - Per Day	7.50	7.50
Library	Overdue Fines - Short-Term Loan Books And Serials - Per Day	0.50	0.50
Library	Overdue Fines - Software - Per Day	5.00	5.00

Ancillary Fees Category 6 - Administrative User Fees and Fines

2009-10

2008-09

2009-10

6.6 Other User Fees or Fines

Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Australia (Sydney) Full Course Fee	1,086.00	744.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Central Europe (Brno) course fee	1,161.00	1,144.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - China (Hong Kong) Full Course Fee	1,236.00	1,194.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - China (Shanghai & Beijing) Full Course Fee	0.00	1,244.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Ecuador (Amazon & Galapagos) Full Course Fee	1,236.00	1,019.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - England (Oxford) Full Course Fee	746.00	794.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - France (Tours) Full Course Fee	986.00	894.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Germany (Berlin) Full Course Fee	1,236.00	1,194.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Italy (Siena) Full Course Fee	1,036.00	1,044.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Japan (Tokyo) Full Course Fee	1,936.00	2,044.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Jordan (Madaba) Full Course Fee (offered every 2nd year)	546.00	n/a
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Kenya (Nairobi, Mara, Mombasa) Full Course Fee	236.00	716.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Mexico (Guadalajara) Full Course Fee	186.00	644.00
Arts & Science	Woodsworth	Summer Abroad Site Service Fees - Russia (Moscow) Full Course Fee	1,186.00	n/a
Dentistry		Dentistry Laundry Fee - Anaesthesia	362.00	371.00
Dentistry		Dentistry Laundry Fee - Endodontics	271.00	279.00
Dentistry		Dentistry Laundry Fee - IDAPP	217.00	222.00
Dentistry		Dentistry Laundry Fee - Oral Pathology	39.00	40.00
Dentistry		Dentistry Laundry Fee - Oral Radiology	114.00	117.00
Dentistry		Dentistry Laundry Fee - Orthodontics	241.00	247.00
Dentistry		Dentistry Laundry Fee - Paediatric Dentistry	319.00	327.00
Dentistry		Dentistry Laundry Fee - Periodontics	586.00	600.00
Dentistry		Dentistry Laundry Fee - Prosthodontics	328.00	336.00
Dentistry		Dentistry Laundry Fee - Year 1	204.00	209.00
Dentistry		Dentistry Laundry Fee - Year 2	408.00	418.00
Dentistry		Dentistry Laundry Fee - Year 3	545.00	559.00
Dentistry		Dentistry Laundry Fee - Year 4	545.00	559.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 1-2 weeks	n/a	220.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 3-4 weeks	n/a	290.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 5-6 weeks	n/a	360.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 7-8 weeks	n/a	440.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 9-16 weeks	n/a	1,000.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 17-24 weeks	n/a	5,000.00
Dentistry		Dental Trainees Visiting DDS Student Course Fee 25-36 weeks	n/a	10,000.00

Ancillary Fees Category 6 - Administrative User Fees and Fines

2009-10

2008-09 2009-10

6.6 Other User Fees or Fines

Dentistry		Dental Trainees Visiting DDS Student Course Fee 36-52 weeks	n/a	15,000.00
Dentistry		Non Degree Undergraduate Student Registration Fee	50.00	50.00
Dentistry		Non Degree Graduate Student Registration Fee	350.00	350.00
General		Calendars For Persons Not Registered In The Division	4.00	4.00
General		Replacement Of Calendars	4.00	4.00
General		Student System Acces Fee	35.00	35.00
Library		Replacement Of Student / Library Card	12.00	12.00
Medicine	UME	Sponsored Medical Trainees Visiting MD Student Course Fee 1-2 Weeks	220.00	220.00
Medicine	UME	Sponsored Medical Trainees Visiting MD Student Course Fee 3-4 Weeks	290.00	290.00
Medicine	UME	Sponsored Medical Trainees Visiting MD Student Course Fee 5-6 Weeks	360.00	360.00
Medicine	UME	Sponsored Medical Trainees Visiting MD Student Course Fee 7-8 Weeks	440.00	440.00
Nursing		Out of Province Clinical Placement Fee for Compliance With Respective Provincial Accreditation Standards	n/a	1,000.00
SGS	Studies	SGS Calendar	8.00	5.00

Ancillary Fees Category 6 - Administrative User Fees and Fines

2009-10

2008-09

2009-10

6.7 Application Fee

Applied Science and Engineering	Non-Ontario Applicants	60.00	60.00
Applied Science and Engineering	Ontario Applicants	30.00	35.00
Architecture, Landscape & Design	Architecture Portfolio Assessment	120.00	120.00
Arts & Science	Commerce Non-Ontario Applicants	30.00	30.00
Arts & Science	Commerce Ontario Applicants	30.00	30.00
Arts & Science	Woodsworth Application Fee For All Summer Abroad International Programs	200.00	200.00
Dentistry	Application Fee International Dentist Advanced Placement Program	230.00	250.00
Dentistry	Application Fee For DDS Program	230.00	250.00
Dentistry	Application Fee Specialty Programs	200.00	250.00
General	Undergraduate Admissions (OUAC 105 Applicants)	80.00	85.00
Information Studies	Museum Studies Application Fee	60.00	60.00
Information Studies	Information Application Fee	60.00	60.00
Law	JD Programme Application Fee	75.00	75.00
Management	EMBA Application Fee	275.00	275.00
Management	GEMBA Application Fee (US\$ Before 2009-10)	250.00	300.00
Management	Master of Finance Application Fee	175.00	175.00
Management	MBA Application Fee	275.00	275.00
Music	Undergraduate Program Application Fee	60.00	60.00
OISE/UT	CTEP Secondary Application Fee	35.00	50.00
OISE/UT	Graduate Programs OISE-registered Programs Application Fee - Graduate Programs	70.00	100.00
OISE/UT	ITE OISE-Registered Programs Application Fee - ITE	70.00	100.00
OISE/UT	TSAP Application Fee - Technical Studies and Apprenticeship Programs	n/a	250.00
Pharmacy	B.Sc. Phm. Application Fee	300.00	260.00
SGS	Master of Math. Finance Application Fee	60.00	80.00
SGS	School of Graduate Studies Application Fee	100.00	110.00
Social Work	Application Fee	40.00	40.00