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Refund Policy & Schedules

REFUND POLICY:

It is the responsibility of the student to familiarize themselves with University Fees ([Schedule of Academic Fees](#)), [Payment Due Dates](#), [Fees Policies](#), and the Refund Schedules (see below). All students agree to abide by these policies by the act of registration and are responsible for reporting any discrepancies. **Please note that the Academic and Financial Dates are *different*.**

To be eligible for full or partial refund, the student must first drop courses and or withdraw from their program, and there must be a credit balance on the overall account.

All charges and outstanding fees accrued to the drop date or date of withdrawal will remain due and payable on the student's account. The partial or total reimbursement of tuition fees depends on the official date of withdrawal as registered on the student's file. Any eligible refund will be issued to the original payer and to the original method in which it was paid.

If the student is the original payer, and the funds came from a Canadian bank account, the refund will be issued by direct deposit. In order to receive the funds, enter your Bank Information on *myInfo* via "View/Update My Bank Information" under "My Financial Profile". It is the student's responsibility to ensure that accurate information is submitted. Errors may cause delays.

No refund of Compulsory Student Fees will be given after the final date to register in the term. Please see the [Academic Schedule of Dates \(Registration and Withdrawal Dates\)](#) for a list.

Field Trip or other Departmental charges may be refunded at the request of the Department only.

For courses shorter than 3 weeks, there is no refund after the second day of classes. No withdrawal without academic penalty will be allowed after the second day of classes.

Students withdrawing from **audit courses** are **not eligible for any refund of fees**.

For students enrolled in Undergraduate courses/programs, the amount of the tuition adjustment will be determined by the date on which the course has been dropped and whether the course load drops below or is less than **4.0 FCEs**. The amount will be adjusted based on the section term of the course(s) and will be pro-rated in accordance with the **Undergraduate Refund Schedule** below. Please note that if the course load does not drop below 4.0 FCE, there is no adjustment for dropped courses.

For students enrolled in Masters or PhD Degree courses/programs, the amount of the tuition adjustment will be determined by the date on which the course or program has been dropped. The amount will be adjusted will be pro-rated in accordance with the **Masters & PhD Refund Schedule**. Aside from withdrawal from the program, Masters & PhD Students must register and pay per term, *until graduation*. Accordingly, there is no adjustment of fees for early completion within the last term of study.

Students registered in **Co-operative Education courses** are entitled to a full adjustment of the Co-op Program Participation Fee if the withdrawal occurs prior to the published financial withdrawal date listed in the Undergraduate Schedule.

Course withdrawal dates for Fall, Fall/Winter, Winter and February terms without academic penalty for Distance Education courses are the same as those for the regular academic session below.

Please note that students should not deliberately over pay their student account. In cases where payments exceed the amount of the student's tuition and residence fees for the session, or where no fees are billed, or where payment for student living expenses is made to the University, the University reserves the right to hold the credit on account for (a) subsequent academic session(s), or to return the funds to the original payer, by the original method of payment. Normal Refund Administration and International Wire Transfer fees will apply.

REFUND SCHEDULES:

As per the [Schedule of Miscellaneous Fees](#), a Refund Administrative Fee of \$25 will be assessed when dropping courses, or withdrawing from the University. Additionally, if the refund pertains to an International Wire Transfer (International Electronic Transfer), the International Wire Transfer Fee of \$75 will also be assessed.

- [Refund Schedule 2019FW \(Fall/Winter\)](#)
- [Refund Schedule 2020SS \(Spring/Summer\)](#)
- [English Language Program \(ELC\) Refund Policy and Schedule](#)



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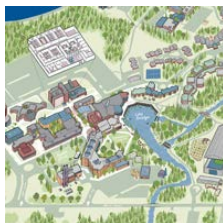
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Lakehead Thunder Bay



Campus Status: Open ●

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Tuition Fees

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Refund Schedule

Please make sure that you have read and understood the [Refund Policy](#) prior to reviewing this Refund Schedule.

2019-20 Fall/Winter

Undergraduate Refund Schedule

WITHDRAWAL PERIOD

Two Term Course (Sept 2019-April 2020)

From	To	Tuition Adjustment
Initial Registration Date	Sept 16, 2019	100%

Sept 17, 2019	Nov 8, 2019	75%
Nov 9, 2019	Jan 6, 2020	50%
Jan 7, 2020	Feb 7, 2020	25%
Feb 8, 2020		NO REFUND

One Term Course (Fall Term 2019):

From	To	Tuition Adjustment
Initial Registration Date	Sept 16, 2019	100%
Sept 17, 2019	Sept 27, 2019	75%
Sept 28, 2019	Nov 8, 2019	50%
Nov 9, 2019		NO REFUND

One Term Course (Winter Term 2020):

From	To	Tuition Adjustment
Initial Registration Date	Jan 17, 2020	100%
Jan 18, 2020	Feb 7, 2020	75%
Feb 8, 2020	March 6, 2020	50%
March 7, 2020		NO REFUND

Additional Qualifications Course (Professional Development in Education)

WITHDRAWAL PERIOD

Fall Course (October to December 2019):

From	To	Tuition Adjustment
Initial Registration Date	Oct 15, 2019	100%
Oct 16, 2019	Oct 29, 2019	50%
Oct 30, 2019		NO REFUND

Winter Course (January to March 2020):

From	To	Tuition Adjustment
Initial Registration Date	Jan 20, 2020	100%
Jan 21, 2020	Feb 3, 2020	50%
Feb 4, 2020		NO REFUND

Graduate Refund Schedule (Masters & PhD):

WITHDRAWAL PERIOD

Fall Term (September to December 2019):

From	To	Tuition Adjustment
Initial Registration Date	Sept 16, 2019	100%

Sept 17, 2019	Sept 27, 2019	75%
Sept 28, 2019	Nov 8, 2019	50%
Nov 9, 2019		NO REFUND

Winter Term (January to April 2020):

From	To	Tuition Adjustment
Initial Registration Date	Jan 17, 2020	100%
Jan 18, 2020	Feb 7, 2020	75%
Feb 8, 2020	March 6, 2020	50%
March 7, 2020		NO REFUND



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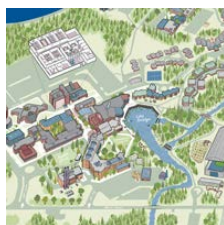
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