Academic, Financial and Administrative User Fees

The following fees are in effect and are over and above assessed academic fees, supplementary fees, residence fees and meal plan fees.

**Academic User Fees**

- Application for re-admission: 75.00
- Application to Part-time Studies: 75.00
- Certification of Enrolment Fee: No fee
- Diploma Delivery Fee (not charged for pick-up at University): 25.00
- Examination Re-Read (Refunded if grade increases by 3 points): 50.00
- Reinstatement Fee: 100.00
- Graduation Fee (Services) - for those attending: 40.00
- Letter of Permission: No fee
- Notarizing Fee (plus 50 cents per page over 10): No fee
- Replacement of Diploma: 50.00
- Verification of Student I.D Card at Exams: 30.00
- Replacement of Student I.D.card: 30.00
- Rush Transcript Fee (24 hour rush service): 15.00
- External Exams Administration Fee: 100.00
- Transcript per copy (students who are not covered under Service Fee agreements): 10.00
- Supplementary Application processing fee: 85.00

Students writing deferred examinations at another centre are responsible for payment of fees, which may be assessed by the other examination centre.

**Financial/Administrative User Fees**

- Certification Replacement Fee
  - Income Tax: No Fee
  - Receipt/Education Credit Certificate: No Fee
- Certification of Fee Payment: No Fee
- Payment Plan Fee - per term: 75.00
- Library Charges
  - Overdue Recalled Book (per day): 5.00
  - Overdue Reserve Material (per hour): 5.00
  - Overdue Laptops & Projectors (per hour): 20.00
  - Replacement Cost (up to): 2500.00
  - Non-refundable Administrative fee for Replacement Cost: 25.00
- Meal Card Misuse Fine: 25.00
- Meal Plan Withdrawal Fee: 50.00
- Returned Cheque Charge (NSF, Stopped Payment)
  - First Occurrence: 55.00
  - Each Subsequent occurrence(Additional): 15.00