



# ACADIA UNIVERSITY

Academic Fees  
2017-2018

## PART III: FEES

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The Student Accounts Office (University Hall, 1<sup>st</sup> Floor) serves as the collection point for all university fees and charges. This office cannot make adjustments to any fees without the permission of the appropriate department.

### Payment of Fees

All fee calculations are made at registration without prejudice and are subject to confirmation and adjustment at a later date. In addition to the handling charge for any cheque returned, the return may result in cancellation of enrollment. Applications for Canada Student Loans (CSL) must be made two to three months prior to registration and through the Student Aid Office of the Department of Education in the province of permanent residence.

Students financing their education through scholarships or through external sponsors must present proof of this at registration or, failing this, must make prior arrangements to enable payment of amounts required at registration. Late arrangements for payment will result in interest being charged. Enrollment may be cancelled for non-payment of fees. Fees for each term are due and payable prior to or at registration.

### Full-Time Students

1) A full-time student registered for the full Fall/Winter academic year may pay fees in two installments as follows:

- Tuition – 50% due upon registration and 50% on the first day of classes in January
- Student Organization Fees – 50% due upon registration and 50% on the first day of classes in January
- Room Fees – 50% due on the first day of classes in September and 50% on the first day of classes in January.
- Meal Plan Fees – 50% due on the first day of class in September and 50% due on the first day of classes in January
- Other Fees (including ASU Extended Health Plan) – 100% is due upon registration

2) A full-time student registered for the Fall or the Winter term only is required to pay fees as follows:

- Tuition – 100% due upon registration
- Student Organization Fees – 100% due upon registration
- Room Fees – These fees are levied based on the appropriate portion of the Full year fees and 100% is due upon registration
- Meal Plan Fees – These fees are levied based on the appropriate portion of the Full year fees and 100% is due upon registration
- Other fees (including ASU Extended Health Plan) – 100% is due upon registration

## Part-Time Students

All fees are due and payable, in full, at registration

## Technology Fee

The Acadia University Technology Fee is charged each year to all students. This fee is used to maintain and improve the technology environment which supports a student's learning experience at Acadia. This environment includes things like internet access through a combination of wired and wireless access, email accounts, courseware systems and network printing support. Please note that this fee is built into the Graduate Tuition amounts.

### Fees 2017-2018 – Undergraduate

<b>NOVA SCOTIA RESIDENTS</b>				
	FULL-TIME UNDERGRADUATE		FULL-TIME BED	
	FULL YEAR	PER SEMESTER	FULL YEAR	PER SEMESTER
Tuition	\$6,899.00	\$3,449.50	\$7,220.00	\$3,610.00
Technology Fee	\$568.00	\$284.00	\$568.00	\$284.00
Athletic & Health Services Fee	\$247.00	\$123.50	\$247.00	\$123.50

<b>CANADIAN STUDENTS</b>				
	FULL-TIME UNDERGRADUATE		FULL-TIME BED	
	FULL YEAR	PER SEMESTER	FULL YEAR	PER SEMESTER
Tuition	\$8,182.00	\$4,091.00	\$8,503.00	\$4,251.50
Technology Fee	\$568.00	\$284.00	\$568.00	\$284.00
Athletic & Health Services Fee	\$247.00	\$123.50	\$247.00	\$123.50
Part-time, per 3h, undergraduate course, non-BEd				\$1,095.00
Part-time, per 3h, undergraduate course, BEd				\$1,131.00
Part-time, per 3h, online or intersession undergraduate course (OA)				\$969.00
Part-time, per 3h, off-site or lab undergraduate course (OA)				\$1095.00
Audit, per 3h course				\$530.00

Seniors, per 3h course (credit)	\$931.00
Audit, ALL Member, per 3h course (*Technology fee may be applied)	Free*
Continuing graduate or honours program, fee per year	\$1086.00
Co-op work term, fee per semester	\$824.00
Co-op internship, fee per 16-month course	\$1,636.00
Access Acadia, fee per course	\$530.00

### INTERNATIONAL STUDENTS

	FULL-TIME UNDERGRADUATE		FULL-TIME BEd	
	FULL YEAR	PER SEMESTER	FULL YEAR	PER SEMESTER
Tuition	\$16,380.00	\$8,190.00	\$16,975.00	\$8,487.50
Technology Fee	\$568.00	\$284.00	\$568.00	\$284.00
Athletic & Health Services Fee	\$247.00	\$123.50	\$247.00	\$123.50
Part-time, per 3h, undergraduate course, non-BEd				\$1,975.00
Part-time, per 3h, undergraduate course, BEd				\$2,014.00
Part-time, per 3h, online or intersession undergraduate course (OA)				\$1,939.00
Part-time, per 3h, off-site or lab undergraduate course (OA)				\$2,190.00
Continuing graduate or honours program, fee per year				\$2,235.00
Co-op work term, fee per semester				\$1,697.00
Co-op internship, fee per 16-month course				\$3,372.00

Please see Student Organization Fees section for additional undergraduate fees.

### Non-Credit Courses

If a student is registered in less than 9h of credit and is therefore considered part-time, the student will pay a per course fee for any non-credit course for which they are

registered. The price for a non-credit course would be the same as that of a credit course. Students registered in this manner will pay the differential fee in the same manner as other part-time students.

Math 0110, 0120, online, non-credit, Canadian	\$525.00
Math 0110, 0120, online, non-credit, International	\$1,050.00

## Fees 2017-2018 - Graduate

<b>NOVA SCOTIA RESIDENTS</b>		
Full-time graduate enrolled in the Master of Arts program		\$6,853.00
Full-time graduate enrolled in the Master of Science, Master of Recreation Management or Master of Arts in SOPT program	1st year	\$4,418.00
	2nd year	\$4,418.00
Master of Education, per 3h course (*)		\$1038.00*
Continuing graduate fee to next convocation		\$1086.00
Co-op work term, fee per 4-month course		\$824.00
Co-op work term, fee per 12 to 16-month course		\$1,636.00
PhD in Educational Studies		\$8,867.00
PhD Ancillary Fee		\$320.00
PhD Continuance Fee		\$2,255.50
MEd Summer Institute		\$75.00

\* MEd students will receive a discount of \$128.30 per 3 credit hour course to a maximum set by the Provincial Government for September – August time frame.

<b>CANADIAN STUDENTS</b>		
Full-time graduate enrolled in the Master of Arts program		\$8,136.00
Full-time graduate enrolled in the Master of Science, Master of Recreation Management or Master of Arts in SOPT program	1st year	\$5,701.00
	2nd year	\$5,701.00
Master of Education, per 3h course		\$1038.00
Continuing graduate fee to next convocation		\$1086.00
Co-op work term, fee per 4-month course		\$824.00
Co-op work term, fee per 12 to 16-month course		\$1,636.00
PhD in Educational Studies		\$10,150.00

PhD Ancillary Fee		\$320.00
PhD Continuance Fee		\$2,897.00
MEd Summer Institute		\$75.00
<b>INTERNATIONAL STUDENTS</b>		
Full-time graduate enrolled in the Master of Arts program		\$16,540.00
Full-time graduate enrolled in the Master of Science, Master of of	1st year	\$11,524.00
Recreation Management or Master of Arts in SOPT program	2nd year	\$11,524.00
Master of Education, per 3h course (*)		\$2,136.00
Continuing graduate fee to next convocation		\$2,235.00
Co-op work term, fee per 4-month course		\$1,697.00
Co-op work term, fee per 12 to 16-month course		\$3,372.00
PhD in Educational Studies		\$20,300.00
PhD Ancillary Fee		\$320.00
PhD Continuance Fee		\$5,794.00
MEd Summer Institute		\$75.00

### **Continuing Fees for Graduate Students**

Tuition for all graduate students (except MEd) is based on either a 1-yr or 2-yr residency requirement. In the unusual situation where a student completes their graduate program early, tuition for the residency will still apply. Students who do not complete within the residency period will be charged a continuing fee for each additional semester that they are registered.

### **Leave of Absence Fees for Graduate Students**

Maternity/Paternal Leave *	\$100.00
Illness Leave *	\$100.00
Compassionate Leave *	\$100.00

Employment Leave (International Students)	\$2,136.00
Employment Leave (Canadian Students)	\$1086.00

\*Those students on Maternity/Parental, Illness or Compassionate Leaves are ONLY required to pay the above-mentioned fee should they choose to maintain computer network, email and library access during the period of the leave.

Please see Student Organization Fees Section for additional fees.



**Other Fees (All Students)**

Campus Card System Access Fee	\$10.00
CODE/RECR/KINE Program Fee	\$100.00
Declined/refused Mastercard or Visa handling charge	\$20.00
ESST Program Fee	\$100.00
Late Graduation Fee	\$25.00
Late Payment Fee	\$50.00
Late Registration Fee	\$25.00
Letter of Permission	\$10.00
N.S.F. or other returned cheques handling charge	\$35.00
Payment Extension Fee	\$25.00
Reinstatement Fee	\$50.00
Replacement Diploma	\$50.00
Transcript Fee	\$10.00
T2202 Reprint Fee	\$15.00
Online course Extension Fee (6-month extension)	\$150.00

**Supplementary Music Fees for Majors**

Concert Credit	\$100/yr
Ensemble Fee	\$25/term
MUSI 3003	\$25
MUSI 1666-4666	\$2000/6h if not a program requirement
MUSI 1663-4663	\$1000/3h if not a program requirement

**Supplementary Music Fees for Non-Majors**

MUSI 1713, 1733	\$200/3h
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MUSI 1066-4066	\$2000/6h
MUSI 1663-4663	\$1000/3h
Ensemble Fee	\$25/term
MUSI 3003	\$25

### Student Organization Fees

UNDERGRADUATE		
	Fall-Winter term	Either Fall or Winter term
Students' Union Fee	\$178.90	\$89.45
ASU Wellness Fee	\$30.00	\$15.00
Building Fund Fee	\$30.00	\$15.00
Class Dues, undergraduate	\$3.00	\$1.50
Limited Interest Fee	\$3.00	\$1.50
Renovation & Accessibility Fee	\$30.00	\$15.00
WUSC Fee	\$1.00	\$0.50
Yearbook Fee	\$20.00	\$20.00
Total	\$295.90	\$157.95
GRADUATE		
	Fall-Winter term	Either Fall or Winter term
Students' Union Fee	\$178.90	\$89.45
ASU Wellness Fee	\$30.00	\$15.00
Building Fund Fee	\$30.00	\$15.00
Graduate Student Association Fee	\$1.00	\$1.00
Limited Interest Fee	\$3.00	\$1.50
Renovation & Accessibility Fee	\$30.00	\$15.00
WUSC Fee	\$1.00	\$0.50

Yearbook Fee	\$20.00	\$20.00
Total	\$293.90	\$157.45

**General Part-Time Studies Fee (Undergraduate & Graduate) - All terms**  
 \$10.30/3h course

### Acadia Students' Union Extended Health and Dental Plan

(Visit [studentbenefits.ca](http://studentbenefits.ca) for details)

Starting July 1, 2017, students must submit opt out requests for consideration at [StudentBenefits.ca](http://StudentBenefits.ca). Select the "ASU" log and then the "Opt Out" option to access the "Opt Out Form".

***In person requests will no longer be processed.***

#### Canadian Students

Canadian full-time students attending Acadia University are automatically enrolled in the Acadia Canadian Student Health Plan, which supplements but does not replace the provincial health care plan. The health plan fee is automatically charged to your student account. Students may opt out of this plan and receive a credit for the fee by opting out online at [studentbenefits.ca](http://studentbenefits.ca) **no later than** September 30, 2017. No opt out requests will be accepted after this date.

Single person, 12 months	\$231.00	Family *, 12 months	\$535.00
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#### International Students

All international students are automatically enrolled in the Acadia International Student Health Plan. The health plan fee is automatically charged to your student account. Students may opt out of this plan and receive a credit for the fee by opting out online at [studentbenefits.ca](http://studentbenefits.ca) **no later than** September 30, 2017. No opt out requests will be accepted after this date.

Single person, 12 months	\$750.00	Family *, 12 months	\$1,500.00
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#### Dental Coverage for Full-Time Students

All full-time students attending Acadia University are automatically enrolled in the Acadia Student Dental Plan, upon registration at Acadia University. The Dental Plan fee is automatically charged to your student account. Students may opt out of this plan and receive a credit for the fee by opting out online at [studentbenefits.ca](http://studentbenefits.ca) **no later than** September 30, 2017. No opt out requests will be accepted after this date.

Single person, 12 months	\$165.00	Family *, 12 months	\$350.00
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#### Family Coverage

If you wish to add dependents to your Extended Health and/or Dental policy, you must contact the Health Plan Administrator before the last business day of the month in which

your current academic year begins; otherwise you will be included in the single plan only.  
 \*Please note: Insurance premiums are subject to change.

**Late Payments**

Students are expected to pay first-term tuition by September 6, 2017. Any student account not paid by the required payment dates will incur a \$50.00 late payment charge. Interest will be charged monthly at a rate of 1% per month on any outstanding balance as of the last working Thursday of the month following registration until such time as the account is paid in full.

Where a student has elected to pay fees in two installments, no interest will be charged on the second installment until the last working Thursday of the month following the first day of classes in January of that academic year.

Students who have outstanding accounts are:

- not permitted to register again;
- not permitted to receive or have sent an official transcript of their record;
- not recommended for any degree or diploma, until the debt has been paid;
- not permitted to access grade information.

**Residence Fees**

**Residence and Room Damage**

Damage to university property is charged to the student responsible.

**Residence Room Occupancy**

Rooms will not be held beyond the first day of classes unless the Residence Life Office is notified, in writing, of late arrival. The occupancy period is the published date for opening of the residences in each term and 24 hours after the student's last examination in each term.

For graduating students and student who require accommodation for academic reasons, rooms will be available at a daily rate, in a designated residence, from the published date that residences close at the end of the academic year, until after convocation. All food costs are at the student's expense. Rooms will be available at a daily rate, in a designated residence, for students required for academic reasons, to remain on campus after residences close at the end of each term. All food costs are at the student's expense.

When applying for residence accommodation outside the normal occupancy period, the student agrees with all arrangements set by Residence Life regarding residence occupancy and the daily rate associated with the said room occupancy.

**Residences**

	Single Room	Deluxe Single	Single In Suite	Premium Single	Private Suite	Double Room	Deluxe Double
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Chase Court	\$6885	\$7735	\$8085	n/a	n/a	n/a	n/a
Chipman House	\$6885	\$7735	n/a	n/a	n/a	\$5900	n/a
Christofor Hall	\$6885	\$7735	n/a	n/a	n/a	\$5900	n/a
Crowell Tower	\$5725	\$6485	n/a	n/a	n/a	\$4955	n/a
Cutten House	\$6585	\$7365	n/a	\$8195	n/a	\$5630	n/a
Dennis House	\$6885	\$7735	\$8085	n/a	n/a	\$5900	n/a
Eaton House	\$6885	\$7735	n/a	n/a	\$9185	\$5900	n/a
Raymond House	\$6585	n/a	n/a	\$8195	n/a	n/a	n/a
Roy Jodrey Hall	\$7735	n/a	\$8085	n/a	n/a	n/a	n/a
Seminary House	\$6585	\$7365	n/a	n/a	n/a	\$5630	n/a
War Memorial House	\$6585	\$7365	\$7285	\$8195	n/a	\$5630	\$5850
Whitman House	\$6885	\$7735	\$8085	n/a	n/a	\$5900	n/a

Residence campus program fee - \$40

Residence accommodation may only be booked to coincide with the academic terms in which a student is registered.

### **Student Meal Plans**

Meal plans are compulsory for all students living in residence. Off-campus students may opt to participate in a meal plan.

## Unlimited Dining

5 Day Plan	\$4,373.00
7 Day Plan	\$4,490.00
7 Day Plus Plan (includes \$325 in non-refundable Dining Dollars*)	\$4,726.00
7 Day Max Plan (includes \$650 in non-refundable Dining Dollars*)	\$4,907.00

## Commuter Plans – Off-campus students – non-refundable (taxes included)

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10 meals plus \$25 swipe and save dollars	\$159.55
35 meals plus \$100 swipe and save dollars	\$542.75
60 meals plus \$175 swipe and save dollars	\$851.20
80 meals plus \$250 swipe and save dollars	\$1,087.20

\*Dining Dollars are neither refundable or transferable.

\*\* Commuter meal plans are non-refundable except when a student is withdrawing from Acadia. A \$40 administrative fee will be applied to any refunds of this nature.

## Cancellation and Withdrawal

### Undergraduate

Students who wish to withdraw must notify the Registrar's Office in writing. Students ceasing their studies without written notification are not eligible for adjustments to their fees. No financial records will be adjusted due to reassessment of withdrawal date after six-months from the last day of exams each academic term.

### Academic, Student, Residence and Meal Plan Cancellation/Withdrawal Fees

Students withdrawing from university during the academic year (September to April) will be charged as follows (does not apply to ASU Medical and Dental fees):

	<b>DATE</b>	<b>ACADEMIC &amp; STUDENT FEES</b>	<b>RESIDENCE</b>	<b>MEAL PLAN</b>
<b>FALL TERM</b>	Aug 31/17 - Sep 17/17	100% refund	90% refund of fall term room cost PLUS room cancellation fee of \$100 for new students and \$300 for returning students	90% refund of fall term meal plan cost
	Sep 18/17 - Sep 24/17	80% refund	80% refund of fall term room cost	80% refund of fall term meal plan cost
	Sep 25/17 - Oct 1/17	60% refund	60% refund of fall term room cost	60% refund of fall term meal plan cost
	Oct 2/17 - Oct 8/17	40% refund	40% refund of fall term room cost	40% refund of fall term meal plan cost
	Oct 9/17 - Oct 15/17	20% refund	20% refund of fall term room cost	20% refund of fall term meal plan cost
	Oct 16/17- Jan 7/18	0% refund	0% refund of fall term room cost and 80% refund of winter term room cost	0% refund of fall term meal plan cost and 100% refund of winter term meal plan cost

	<b>DATE</b>	<b>ACADEMIC &amp; STUDENT FEES</b>	<b>RESIDENCE</b>	<b>MEAL PLAN</b>
<b>WINTER TERM</b>	Jan 8/18 - Jan 16/18	100% refund	80% refund of winter term room cost	80% refund of winter term meal plan cost
	Jan 17/18 - Jan 23/18	80% refund	80% refund of winter term room cost	80% refund of winter term meal plan cost
	Jan 24/18 - Jan 30/18	60% refund	60% refund of winter term room cost	60% refund of winter term meal plan cost
	Jan 31/18 - Feb 6/18	40% refund	40% refund of winter term room cost	40% refund of winter term meal plan cost

Feb 7/17 - Feb 13/17	20% refund	20% refund of winter term room cost	20% refund of winter term meal plan cost
Feb 14/17 - Apr 23/17	0% refund	0% refund	0% refund

### **Residence Cancellation Fees**

New student canceling room reservation (deposit not returned) \$200

Returning student canceling room reservation:

- Cancellations received between January 1 and February 28 subjected to a \$150 fee.
- Cancellations received between March 1 and the first day of classes subjected to a \$300 fee.

### **Scholarships**

Acadia University award (includes scholarship and bursary) recipients will have their award amount(s) adjusted per term according to the “Academic and Student Fee” withdrawal policy up to the amount due payable to cover mandatory academic and student fees as well as any applicable on campus residence and meal costs.

### **Axe Cash and Campus Store Accounts**

The Axe Cash and Campus Store accounts are designed to safeguard money for school and personal expenses. These funds can be used to purchase meals, snacks, books, printing and supplies; with more services on the way. A minimum of \$20 can be added to the account at any time. Any unused balance is carried over to the next academic year unless a formal request for refund is made to the Student Accounts office. Graduating students with balances over \$5 will have any unused balance applied to their student account prior to convocation each year. Please visit <http://financial-services.acadiau.ca/students-4959/acadia-campus-card.html> for more information.

### **ASU Health and Dental Plan**

Should a student withdraw, health and dental plan fees will not be adjusted after the established deadline to opt out. Health and Dental benefits will terminate when the student withdraws (Canadian students must be registered full-time to be eligible.)

### **Interession (Spring and Summer)**

Beginning on the first day of your course, you will be charged 10% of the registration fee per lecture day, for three credit-hour courses. A lecture day is 3 scheduled hours of classes.



## **Online Courses**

Students withdrawing from an online/distance course must withdraw in writing, or through the withdrawal form found at [hub.acadiau.ca](http://hub.acadiau.ca). If the withdrawal request is received within two weeks of the start date of the course, and no course work has yet been submitted, there will be a full refund less a \$50 administrative fee. If the withdrawal request is received after two weeks of the start date of the course, but within four weeks, and no coursework has yet been submitted, there will be a \$275 administrative fee. If your withdrawal request is received on or after four weeks of the start date of the course, there will be no refund.

If a student withdraws at any time within the four-week period, and any coursework has been submitted, the refund will be based on the following criteria:

- if the course work submitted (based on the Instructor's assessment) is less than 50% of the course total, the refund will be 50% of the tuition fees;
- if the course work submitted (based on the Instructor's assessment) exceeds 50% of the course total, there will be no refund.

Any refund will be through the same method of payment that was used for the original payment.

## **Graduate (Full- and Part-time)**

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### **Program Withdrawal**

Graduate students who wish to withdraw from their program, must in writing, contact the Graduate Coordinator in their department/school and the Division of Research and Graduate Studies.

### **Course Changes**

Graduate students wishing to add or withdraw from courses will follow the same procedures as outlined under Registration Procedures. (p. 47)

### **Refunds**

Refunds and course withdrawal penalties are calculated as of this day based on the "Academic and Student Fees" section.

### **Graduate Awards**

Payment of Graduate Awards, including Acadia Graduate Scholarships and Acadia Graduate Teaching Assistantships, and funds from external grants/scholarships, will cease immediately upon termination of enrollment in any graduate program.

## **Income Tax Documents**

The Tuition and Education Credit Certificate (Income Tax form T2202A), is available for download by the student through their Acadia Central account. The Statement of Pension, Retirement, Annuity, and Other Income (Income Tax form T4A) is mailed to the student's permanent address on file. These documents are released to students by February 28th of each year.