



Complete Policy Title	Tuition and Fee Refund Policy
Approved by	MD Executive Committee
Date of Original Approval	January 7, 2015
Date of Most Recent Approval	April 1, 2015
Supersedes/Amends Policy dated	

Guiding Principle: This policy is intended to provide guidelines for tuition refunds to students who have withdrawn from the MD Program or who have been granted a Leave of Absence which is sufficiently protracted that the time cannot be made up within the academic year (September-August).

The policy will be applied on a case-by-case basis at the direction of the UGME Assistant Dean and UGME Program Manager after consideration of the circumstances of the student in relation to the principle of the policy.

The Student Accounts Office of McMaster University collects all fees and arranges refunds. For medical students, refund calculations are based on the following principles:

A monthly rate for tuition (tuition divided by 12 months of attendance = monthly tuition fee; 8 months for Year 3).

Full tuition for the month is required when either attendance goes beyond the 15th of any month where a student is registered in the first half of the month OR when student begins by the 15th and is registered in the second half of the month.

Supplemental fees are non-refundable.

Credits for leaves are first applied against other debt owed to the university including provincial funding. Any remaining credit amount will be refunded by cheque and mailed to the student.

Changes to student registration may significantly affect the eligibility of OSAP, Scholarships and Bursaries. Please review with the Student Financial Aid and Scholarship Office.(<http://sfas.mcmaster.ca/>)