

The following fees are for the 2011-2012 academic year

Fees

Responsibility – It is the responsibility of each student to be familiar with university regulations pertaining to financial matters. Acadia University does not accept responsibility for any loss, damage, or interruption of classes, accommodation or meals suffered by any student as a result of circumstances beyond the reasonable control of the university. These circumstances include the suspension or termination of services by any group of university employees.

The Role of the Student Accounts Office – The Student Accounts Office (University Hall, 1st floor) serves as the collection point for all university fees and charges. This office, however, cannot make adjustments to any fees without the permission of the appropriate department.

The Board of Governors reserves the right to change fees at any time. Registration is not completed until fees are paid.

Late Payment and Cancellation

Students who have not paid first term tuition by September 7, 2011 will have their registration cancelled unless arrangements acceptable to Acadia University have been made with the Supervisor of Student Accounts or their designate. A reinstatement fee of \$50 will be charged and original course registration is not guaranteed. Acceptable arrangements include the assignment of required amounts from Federal and Provincial Student Loans.

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.

2011-2012 TUITION – Canadian students

Full-time undergraduate, fall-winter term, excluding BEd (Nova Scotia residents)	
Tuition	\$5569.00
Technology Fee568.00
Athletic and Health Services Fee247.00
Full-time undergraduate, fall-winter term, excluding BEd (Non Nova Scotia residents)	
Tuition	\$6591.00
Technology Fee568.00
Athletic and Health Services Fee247.00
Full-time undergraduate, fall-winter term, BEd (Nova Scotia residents)	
Tuition	\$5838.00
Technology Fee568.00
Athletic and Health Services Fee247.00
Full-time undergraduate, fall-winter term, BEd (Non Nova Scotia residents)	
Tuition	\$6860.00

Technology Fee	568.00
Athletic and Health Services Fee	247.00
Full-time undergraduate, fall or winter term, excluding BEd (Nova Scotia residents)	
Tuition	\$2784.00
Technology Fee	284.00
Athletic and Health Services Fee	124.00
Full-time undergraduate, fall or winter term, excluding BEd (Non Nova Scotia residents)	
Tuition	\$3295.00
Technology Fee	284.00
Athletic and Health Services Fee	124.00
Full-time undergraduate, fall or winter term, BEd (Nova Scotia residents)	
Tuition	\$2919.00
Technology Fee	284.00
Athletic and Health Services Fee	124.00
Full-time undergraduate, fall or winter term, BEd (Non Nova Scotia residents)	
Tuition	\$3431.00
Technology Fee	284.00
Athletic and Health Services Fee	124.00
Part-time, per 3h, undergraduate course, non-BEd	917.00
Part-time, per 3h, undergraduate course, BEd	948.00
Audit, per 3h course	458.00
Seniors, per 3h course (credit)	827.00
MEd, per 3h course	869.00
Continuing graduate or honours program, fee per year	909.00
Co-op work term, fee per semester	690.00
Co-op internship, fee per 16 month course	1,370.00

2011-2012 TUITION – International students

Full-time undergraduate, fall-winter term, excluding BEd	
Tuition	\$13,327.00
Technology Fee	568.00
Athletic and Health Services Fee	247.00
Full-time undergraduate, fall-winter term, BEd	
Tuition	\$13,812.00
Technology Fee	568.00
Athletic and Health Services Fee	247.00
Full-time undergraduate, fall or winter term, excluding BEd	
Tuition	\$6,663.00
Technology Fee	284.00
Athletic and Health Services Fee	124.00
Full-time undergraduate, fall or winter term, BEd	
Tuition	\$6,906.00
Technology Fee	284.00
Athletic and Health Services Fee	124.00
Part-time, per 3h undergraduate course, BEd	\$1,638.00
Part-time, per 3h undergraduate course, Non BEd	1,607.00
MEd, per 3h course	1,738.00
Continuing graduate or honours program fee per year	1,818.00
Continuing in co-op work program fee per semester	1,381.00
Continuing internship program per 16 month course	2,744.00

Non-credit course: If a student is registered in less than 9 hrs of credit and is therefore considered part time, the student should 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.

Fee Policies for students in the Masters Programs

Tuition – Canadian Students (for Non Residents of Nova Scotia)

Full-time graduate enrolled in the Master of Arts program	6553.00
Full-time graduate enrolled in the Master of Science, Master of Recreation Management or Master of Arts in Sopt program	
1 st year	4513.00
2 nd year	4513.00
Master of Education, per 3h course (*)	869.00 (*)
Continuing graduate fee to next convocation.....	909.00
Co-op work term, fee per 4-month course	690.00
Co-op work term, fee per 12-16 month course	1371.00

* MEd students will receive a discount of \$26.10 per 3 credit hour course

Tuition – Canadian Students (for Qualifying Residents of Nova Scotia)

Full-time graduate enrolled in the Master of Arts program	5531.00
Full-time graduate enrolled in the Master of Science, Master of Recreation Management or Master of Arts in Sopt program	
1 st year	3491.00
2 nd year	3491.00
Master of Education, per 3h course (*)	869.00 (*)
Continuing graduate fee to next convocation.....	909.00
Co-op work term, fee per 4-month course	690.00
Co-op work term, fee per 12-16 month course	1371.00

* MEd students will receive a discount of \$128.30 per 3 credit hour course

Tuition – International Students

Full-time graduate enrolled in the Master of Arts program	13457.00
Full-time graduate enrolled in the Master of Science, Master of Recreation Management or Master of Arts in Sopt program	
1 st year	9376.00
2 nd year	9376.00
Master of Education, per 3h course (*)	1738.00 (*)
Continuing graduate fee to next convocation.....	1818.00
Co-op work term, fee per semester	1381.00
Co-op work term, fee per 16 month course.....	2744.00

OTHER ACADEMIC FEES

Letter of Permission.....	10.00
Late fee, charged when applications are not submitted by the stipulated date for any of the following: registration (at any time of the year and including single course registration); course change, per course; graduation	25.00
Transcript of Record, up to 2 copies to same address.....	10.00
Transcript of Record, (Special Handling within Canada), up to 2 copies same address	20.00
Replacement Diploma	50.00
Campus Card System Access Fee.....	10.00

N.S.F. or other returned cheques handling charge	20.00
Declined/refused Mastercard or Visa handling charge	20.00
Reinstatement fee	50.00

STUDENT ORGANIZATION FEES FOR UNDERGRADUATE STUDENTS

2011/2012

Full-time: Fall-Winter term	228.10
Students' Union Fee	141.10
Limited Interest Fee	3.00
Building Fund Fee	30.00
ASU Wellness Fee	30.00
Yearbook Fee.....	20.00
Class Dues, undergraduate.....	3.00
WUSC Fee.....	1.00
 Full-time: Either fall term or winter term	124.05
Student's Union Fee	70.55
Limited Interest Fee	1.50
Building Fund Fee	15.00
ASU Wellness Fee	15.00
Yearbook Fee.....	20.00
Class Dues, undergraduate.....	1.50
WUSC Fee.....	0.50

Part-time: General fee applicable in all terms:	
Per 3h course	10.00

STUDENT ORGANIZATION FEES FOR GRADUATE STUDENTS 2011/2012

Full-time: Fall-Winter term	236.10
Students' Union Fee	141.10
Limited Interest Fee	3.00
Building Fund Fee	30.00
ASU Welleness Fee	30.00
Yearbook Fee.....	20.00
Graduate Student Association Fee	1.00
WUSC Fee.....	1.00
Campus Access Card	10.00
 Full-time: Either fall term or winter term	133.55
Student's Union Fee	70.55
Limited Interest Fee	1.50
Building Fund Fee	15.00
ASU Wellness Fee	15.00
Yearbook Fee.....	20.00
Graduate Student Association Fee	1.00
WUSC Fee.....	0.50
Campus Access Card	10.00

Part-time: General fee applicable in all terms:	
Per 3h course	10.00

Effective with enrolments for September 1997 Acadia charges domestic tuition fees to members of the diplomatic corps, their spouses and dependent children who are full-time students at Acadia University.

ASU EXTENDED HEALTH PLAN

2011-2012 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 showing proof of other comparable health care coverage and signing a waiver form at the Health Plan office (Old SUB Rm 610) NO LATER THAN September 30, 2011. No opt out requests will be accepted after this date.**

Single person, 12 months.....	\$202.01
Family *, 12 months	\$463.13

2011-2012 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 showing proof of other comparable health care coverage and signing a waiver form at the Health Plan office (Old SUB Rm 610) NO LATER THAN September 30, 2011. No opt out requests will be accepted after this date.**

Single person, 12 months.....	\$744.05
Family *, 12 months	\$1,423.97

ASU DENTAL COVERAGE FOR ALL FULL-TIME STUDENTS

2011-2012 All 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 signing a waiver form at the Health Plan office (Old SUB Rm 610) NO LATER THAN September 30, 2011. No opt out requests will be accepted after this date. Proof of other comparable coverage is not required to opt out of the dental plan.**

Single person, 12 months.....	\$135.17
Family *, 12 months	\$285.65

Please note: Insurance premiums are subject to change.

The insurance carrier, The Campus Trust, and the Administrator of the Plan, the ASU, are bound to keep confidential the following information forwarded to them by the University: student name, student ID, date of birth, and gender. The information forwarded will be used solely for the purpose of determining the eligibility for benefits and will be retained only as long as the file is active.

*If you wish to add dependents to your 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.

RESIDENCE LIFE

THE FOLLOWING ARE THE RESIDENCE AND MEAL PLAN RATES FOR THE 2011-2012 ACADEMIC YEAR

Chase Court		Chipman House	
Basic single	5710.00	Basic single	5710.00
Deluxe single	6400.00	Deluxe single	6400.00
Shared suite	7100.00	Basic double	4890.00
Dennis House		Eaton House	
Basic single	5710.00	Basic single	5710.00
Deluxe single	6400.00	Deluxe single	6400.00
Shared suite	7100.00	Private suite	7720.00
Basic double	4890.00	Basic double	4890.00
Crowell Tower		Seminary House	
Basic single	4750.00	Basic single	5450.00
Premium single	5900.00	Deluxe single	6100.00
Basic double	4115.00	Basic double	4630.00
Private apartment	6911.00	Raymond House	
Shared apartment	6630.00	Basic single	4750.00
Deluxe single (converted Double)	5325.00	Private suite	6200.00
War Memorial House		Whitman House	
Basic single	5450.00	Basic single	5710.00
Deluxe single	6100.00	Deluxe single	6400.00
Premium single	6800.00	Basic double	4890.00
Basic double	4630.00	Shared suite	7100.00
Deluxe double	4890.00	Eco House	
Shared suite	6100.00	Shared house	2850.00
Christofor Hall		Roy Jodrey Hall	
Basic single	5710.00	Basic single	6300.00
Deluxe single	6400.00	Shared suite	7100.00
Basic double	4890.00		
Upper Year House			
Shared house	3275.00		
Residence and room damage deposit			100.00
Residence campus program fee			40.00

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

Student Meal Plans

Residence Students – compulsory; Off-campus students – optional (tax exempt)

Unlimited Dining

5 Day Plan	3689.00
7 Day Plan	3787.00
7 Day Plus Plan (includes \$325 in Flex Cash).....	3987.00
7 Day Max Plan (includes \$650 in Flex Cash)	4140.00

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

10 meals plus \$25.00 flex cash	144.50
35 meals plus \$100.00 flex cash	495.00
60 meals plus \$175.00 flex cash	784.50
80 meals plus \$250.00 flex cash	1024.25

Students can purchase Axecash (Axecash, Bookstore, Laundry) and Commuter Meal Plans online at: https://go.acadiau.ca/axecash/axecash_entry.jsp

Meal plans are compulsory for all students living in residence.

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. Any unused balance over \$5.00 is refunded after the fall/winter session. Please visit www.acadiau.ca/campuscard for a complete list of retail locations on and off campus, services and deposit options.

Residence and Room Damage Deposit – This sum, authorized by the Board of Governors, represents a refundable deposit collected from each student in residence. Half of this deposit will go towards any damages not attributable to wear and tear within the common areas of residence in the cases whereby the person or persons causing the damage is not known. At the end of the academic year any unused portion of this part of the deposit will be credited to the student accounts of residents of the building by May 15. In the event that a residence incurs damages above and beyond the total of all residence damage deposits collected from each resident, the costs will be divided equally among the residents of the building.

The other half of the residence and room damage deposit will go towards the cost of any damages or cleaning fees for a student room. Any unused portion of this deposit will be credited to the student's account by May 15. If damages in a room exceed this deposit, the student will be charged for any additional costs incurred.

Damage to university property is charged to the student responsible in cases where that student is found to be 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, 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 the Residence Life Office regarding residence occupancy and the daily rate associated with the said room occupancy. All food costs are at the student's expense.

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 enrolment. 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. In Nova Scotia: Student Aid Office, P O Box 2290, Stn. "M", Halifax, B3J 3C8. Approved applicants are issued a Certificate of Eligibility. This is subject to an assignment towards payment of fees at the time of approval by the university at registration. These loans must then be negotiated at a registered postal outlet within 30 days of signing by the university. **Students financing their education through scholarships or through external sponsors must present proof of this at registration, or failing this have made prior arrangements to enable payment of amounts required at registration. Late arrangements for payment will result in interest being charged. Enrolment may be cancelled for non-payment of fees.**

Full-time Students

All fees for each term are due and payable prior to or at registration. The following payment options are available:

1. **A full-time student registered for the full fall-winter academic year may pay fees in two installments.**
 - a. Tuition – 50% due upon registration and 50% on the first day of classes in January
 - b. Student Organization Fees and ASU Extended Health Plan – 50% due upon registration and 50% on the first day of classes in January
 - c. Room Fees – 50% due on the first day of classes in September and 50% on the first day of classes in January.
 - d. Meal Plan Fees – The Standard Payment (and only) Method for these charges is 50% due on the first day of classes in September, 50% is due by the first day of classes in January
 - e. Other Fees – 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:**
 - a. Tuition – 100% due upon registration
 - b. Student Organization Fees – 100% due upon registration

- c. Room Fees – These fees are levied based on the appropriate portion of the Full year fees and 100% is due upon registration
- d. Meal Plan Fees – These fees are levied based on the appropriate portion of the Full year fees and 100% is due upon registration
- e. Other fees – 100% is due upon registration

3. Part-time Students and Correspondence Courses

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

Late Payment

Interest will be charged monthly at a rate of the then current Bank of Montreal prime plus 5%, 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

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

Regulations regarding cancellation and withdrawal

Changes to the regulations regarding cancellation and withdrawal:

The regulations regarding cancellation and withdrawal have been changed to the following as approved by the Board of Governors in May, 2011 and will be effective September 7, 2011.

Full-Time students: Residence and Courses

Students must complete an Academic Withdrawal Form, obtained from the Registrar's Office, and if living in residence, must also complete a Residence Withdrawal Form, and return the **Academic Withdrawal Form** to the Registrar's Office, at which time withdrawal becomes effective. These requirements apply at any time of the year, regardless of the reason for withdrawal or whether the student is registered for one or two terms. Students ceasing their studies without completing withdrawal forms automatically incur academic course drop penalties and are not eligible for adjustments to their fees.

Students withdrawing from university during the academic year (September to April) will be charged as follows:

Academic and Student Fees: 20% per week of the term cost for each week or partial week of attendance, based upon information contained in the Academic Withdrawal Form beginning the Monday following the first full week of classes each term. No fee

adjustment will be made after October 16, 2011 for the 11/12 Fall term and February 12, 2012 for the 11/12 Winter term.

Residence: 20% per week of the term cost for each week or partial week based upon the information contained in the Residence Withdrawal Form beginning the Monday following the first full week of classes each term. After October 16, 2011 any student withdrawing from Residence up to and including the first full week of studies in the Winter semester will be charged 20% of the winter term Residence costs. No fee adjustments will be made after February 12, 2012 for the 11/12 academic year.

Meal Plans: 20% per week of the term cost for each week or partial week based upon the information contained in the Residence Withdrawal Form beginning the Monday following the first full week of classes each term. After October 16, 2011 any student withdrawing from Residence up to and including the first full week of studies in the Winter semester will be charged 20% of the winter term Meal plan costs. No fee adjustments will be made after February 12, 2012 for the 11/12 academic year.

Part-Time Students

Students withdrawing from courses must inform the Registrar’s Office of this in writing. Withdrawal is effective the day the Registrar’s Office receives this written notification. Refunds and course withdrawal penalties are calculated as of this day based on the “Academic and Student Fees” section above.

Non-attendance, or informing the instructor of intention to withdraw, is not accepted as equivalent to withdrawal.

Acadia Graduate Awards

Payment of Acadia Graduate Awards will cease immediately upon termination of enrolment in any graduate program.

Residence Fees (2011-2012)

New student canceling room reservation (deposit not returned)..... \$100

Returning student canceling room reservation:

Cancellations received between May 1, 2011 and June 30, 2011 \$150
Cancellations received between July 1, 2011 and arrival day \$300

Scholarships

Scholarship holders who withdraw from Acadia will have scholarship funds credited to their accounts on a prorated basis from the first week of classes in the first term and calculated on the basis of a 30-week academic year.

Open Acadia

Withdrawals and Refund Policy – Students withdrawing from a distance education course must inform Open Acadia in writing or through the withdrawal form on the Open Acadia website. If you withdraw within the 30 days of the start date of your course, and you have not yet submitted any course work, you will be charged a \$200 administrative fee. You will receive any refund owing through the same method of payment that was used for the original payment.

If, however, you DO request withdrawal from the course within the 30 days, AND you have already submitted some coursework, your refund will be based on the following criteria:

- if the course work submitted (based on the Instructor's assessment) amounts to less than 50% of the total in the course, you will receive a 50% refund of your tuition fees;
- if the course work submitted exceeds 50% of the total in the course, you will not be eligible for a refund;
- if your withdrawal request is received on or after a date two months after your registration in the course, you will not be eligible for a refund.

Examinations – Students who intend to graduate must have their exams written and official transcripts sent to the Registrar's office one month prior to Spring or Fall graduation.

Course Time Extensions – A three and six month time extensions for a distance education course may be obtained. Extension fees are as follows:

1. \$75 for a three-month extension
2. \$125 for a six-month extension

Extension requests must be submitted in writing at least 30 days prior to the completion date of the course, and the extension fee must accompany the request. Extension requests are subject to the approval of the Instructor and, if necessary, the appropriate Dean.

Regulations regarding dismissal – Where a student is dismissed by the university from either, or both, residence or the university, the withdrawal regulations regarding academic fees, residence fees, scholarships and meal cards shall be applied in the same manner as for a withdrawal initiated by the student. The date upon which such dismissal takes effect will be the date used by the university for the purpose of determining the amount of these fees payable to the university by the student.

Income tax exemption – The Tuition and Education Credit Certificate, Income Tax T-2202A form, is provided by the Student Accounts Office. This form is available on-line under "My Account" and can be printed.

