

2004-2006 Graduate Calendar

The information published in this Graduate Calendar outlines the rules, regulations, curricula, programs and fees for the 2004-2006 academic years, including the Summer Semester 2005, the Fall Semester 2005 and the Winter Semester 2006.

For your convenience the Graduate Calendar is available in PDF format.

If you wish to link to the Graduate Calendar please refer to the Linking Guidelines.

The University is a full member of:

- The Association of Universities and Colleges of Canada

Contact Information:



University of Guelph
Guelph, Ontario, Canada
N1G 2W1

519-824-4120

<http://www.uoguelph.ca>

Revision Information:	
March 25, 2004	Initial Publication
June 18, 2004	Revision I
September 17, 2004	Revision II
December 10, 2004	Revision III
May 10, 2005	Revision IV
June 28, 2005	Revision V
September 2, 2005	Revision VI
December 1, 2005	Revision VII
December 23, 2005	Revision VIII
February 17, 2006	Revision IX



Disclaimer

The Office of Graduate Program Services has attempted to ensure the accuracy of this on-line Graduate Calendar. However, the publication of information in this document does not bind the university to the provision of courses, programs, schedules of studies, fees, or facilities as listed herein.

Limitations

The University of Guelph reserves the right to change without notice any information contained in this calendar, including any rule or regulation pertaining to the standards for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs.

The university will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this calendar and related information where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by the faculty, staff or students of the university or by others, civil unrest or disobedience, or any other cause of any kind beyond the reasonable control of the university.

The University of Guelph reaffirms section 1 of the Ontario Human Rights Code, 1981, which prohibits discrimination on the grounds of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, handicap, age, marital status or family status.

The university encourages applications from women, aboriginal peoples, visible minorities, persons with disabilities, and members of other under-represented groups.

Table of Contents

VII. Fees	29
University Academic Fees	29
Tuition Fees	29
Other Academic Fees	29
University Non-Academic Fees	29
Student Organization Fees	29
Payment of Fees	29
Account Deferment Fee	30
Academic Sanction	30
Refund of Fees	30
Early Completion Rebate	30

VII. Fees

University Academic Fees

Tuition Fees

The following schedule of tuition fees will apply.

Schedule of tuition fees per semester

Canadians and Permanent Residents	
Full-time	\$1720.00
Part-time*	\$1152.00
Special (Non-degree) per course	\$ 861.00
International Students	
Full-time	\$2825.00
Part-time*	1883.00
Special (Non-degree) per course	\$1412.00

* The student is obliged to show cause for declaring part-time classification; see Classification. Note that the maximum course credit load for part-time students is 1.0. International students are not permitted to register part-time.

Changes to Fee Assessment

International students who are studying on study permits and whose immigration status changes, or those who may be eligible for the regular tuition fees but are charged the international student tuition rates, must present acceptable official documentation to Graduate Program Services. To effect a change of fees in a particular semester, the documentation must be presented not later than the last working day prior to June 30 (summer semester), November 1 (fall semester), or February 1 (winter semester).

Co-operative Education fee	\$200.00
----------------------------	----------

Payable by all students in each (academic and work) term of an approved graduate co-op program.

Senior Citizens

Senior citizens, who are Canadian Citizens or Permanent Residents, are aged 65 years and over as of the first day of the month in which a semester commences, and who are admitted for registration, will be exempt from the payment of tuition, student organization and other fees. Course material fees may apply for some courses

Other Academic Fees

Application Fee	\$75.00
-----------------	---------

Payable with the submission of an Application for Admission, by bank draft or money order only. This fee also applies to reactivation of a previously closed application file and to requests for deferral of an offer of admission.

Late Registration Fee	\$60.00
-----------------------	---------

No registration will be permitted after the 14th class day.

Transfer Fee	\$35.00
--------------	---------

Payable with submission of application to transfer degree program and/or department/school designation.

Re-Admission Fee	\$100.00
------------------	----------

Payable with application for re-admission to a graduate program.

Graduation Fee	\$30.00
----------------	---------

Payable in the semester in which requirements are completed.

Thesis Publication Fee	\$50.00
------------------------	---------

For the National Library of Canada; payable in the semester in which requirements are completed.

MFA Exhibition Archive Fee	\$50.00
----------------------------	---------

Payable by MFA graduands in the semester in which requirements are completed.

Internship Fee	\$1,500.00
----------------	------------

Payable by MAN students in each semester.

Studio Fee	\$50.00
------------	---------

Payable by all Landscape Architecture students in each semester in which they register.

Transcript Fee	per copy, \$8.00
----------------	------------------

University Non-Academic Fees

Required only of full-time graduate students, unless otherwise indicated. Full-time students living more than 200 km. from Guelph who apply for "full-time distant" status may be exempted from some of the following fees. See Graduate Program Services for details.

Athletic Fee	\$77.33 per semester
--------------	----------------------

Payable by all full-time students except non-degree students; the latter and all others must purchase an Athletic card at the Athletics Centre if they wish to use privileges and facilities.

Athletic Capital Fee	\$32.00 per semester
----------------------	----------------------

Payable by all full-time students, except non-degree students

Bus Pass	\$51.43 per semester
----------	----------------------

Payable by all full-time and part-time students

Dental Plan	\$112.00 annually
-------------	-------------------

Special Service Contract: payable by all full-time students except non-degree students. Payable in the Fall semester, (new students pay in their semester of entry) for coverage from September to August. Provincial sales tax is included. Family coverage is available for an additional premium. The Dental Plan has a limited opt-out provision. See the Graduate Students Associate office for details and deadlines for both of these options.

Health Services	\$22.08 per semester
-----------------	----------------------

Payable by all full-time students except non-degree students.

Medical Insurance Premium	\$102.00 annually
---------------------------	-------------------

Special Service Contract: payable by all full-time students in either the Fall or Winter semester, depending on the start date; coverage continues until August of each year. Exchange students are charged a semesterly fee of \$51.00. This fee is non-refundable. Provincial sales tax is included. Family coverage is available for an additional premium; apply at the Student Benefits Office within 30 days of the beginning of the semester.

Ontario Public Interest Research Group (Guelph Chapter)

(OPIRG -G)	\$5.50 per semester
------------	---------------------

Payable by all full-time and part-time students, except non-degree students. This fee is refundable during the first 3 weeks of each semester to those who do not wish to support its activities. Apply at the OPIRG-G office

Radio Gryphon	\$2.50 per semester
---------------	---------------------

Payable by all full-time students except non-degree students. This fee is refundable during the first 3 weeks of each semester to those who do not wish to support its activities. Apply at the Radio Gryphon offices.

Student Volunteer Connections	\$1.02 per semester
-------------------------------	---------------------

Payable by all full-time students, except non-degree students.

Student Support Services:

Payable by all full-time students	\$40.76 per semester
-----------------------------------	----------------------

Payable by all part-time students	\$12.23 per semester
-----------------------------------	----------------------

University Centre:

(full-time)	\$11.75 per semester
-------------	----------------------

(part-time)	\$2.34 for each 0.50 course credit
-------------	------------------------------------

Payable by all students, except non-degree students. A maximum of \$23.06 is assessed in any fiscal year period (May to April).

Women's Resource Centre	1.65 per semester
-------------------------	-------------------

Payable by all full-time students, except non-degree students.

Student Organization Fees

The Constitution of the University of Guelph Graduate Students' Association provides (Art. III, Sec. 1.) for all graduate students of the University of Guelph to be Members of the Association. The following fees are collected as a service to the Association.

Graduate Students' Association Fees (per semester)

Membership	\$25.53
------------	---------

Canadian Federation of Students - Ontario	\$2.08
---	--------

Canadian Federation of Students	\$2.49
---------------------------------	--------

Per semester, Bursary Fund	\$1.00
----------------------------	--------

Payment of Fees

The fees for a semester are due and payable as indicated on the financial statement issued/posted by Student Financial Services for that semester.

Tentative registration may be granted to students who make arrangements with Student Financial Services for the deferred payment of their university accounts. Students who

are expecting to use OSAP funds to pay their semester account are advised to apply for this assistance at least eight weeks in advance of the first day of semester so that the funds will be here by the beginning of the semester. Students wishing a deferral of fees based on anticipated OSAP must receive approval from Student Financial Services.

Please note that Student Financial Services will apply all internal awards against outstanding balances on student's accounts unless prior arrangements have been made.

Account Deferment Fee

If a deferral of fees is granted, the student will be assessed an account deferment fee of \$60.00

Academic Sanction

An academic sanction may be applied to students who have not made payment, or suitable arrangements for payment, of their university accounts. Such sanction may involve one or more of:

1. withholding of semester course standings and reports,
2. withholding of transcripts,
3. withholding of degree or diploma,
4. denial or cancellation of registration for a subsequent semester.

Refund of Fees

Upon the authorization of the dean of Graduate Studies a graduate student who withdraws from the university may be eligible for a refund of part of the fees, to be effective as of the date upon which the withdrawal notice is received in Graduate Program Services. Outstanding Library fines and charges are deducted from the calculated refund.

If the withdrawal results in a credit balance in your fees account, i.e. payments are greater than charges, a refund cheque is produced. Allow approximately four weeks before refunds are available from Student Financial Services. **The University has been directed by the Ministry of Training, Colleges and Universities to return refunds to the National Student Loan Centre in instances where assistance was received through a Government Student Loan.**

Refunds of tuition fees will be calculated according to the effective date and the following schedule.

Class days	Rate
1 - 5 inclusive	100%
6 - 10 inclusive	75%
11 - 15 inclusive	65%
16 - 20 inclusive	50%
21 - 25 inclusive	35%
26 - 30 inclusive	20%
31 and beyond	nil

Refunds of University Non-Academic fees and Student Organization fees (except Bus Pass, medical insurance premium and dental insurance premium) will be made in full up to and including the 15th class day of a semester. No refund of University Non-Academic fees and Student Organization fees will be made after the 15th class day. Room charges will be refunded on a pro rata basis for the period in residence, but cancellation of the residence contract will also result in forfeiture of all or part of the residence deposit. Refer to the Residence Contract Terms and Conditions for further information.

Early Completion Rebate

In certain circumstances, those students who complete the requirements for their degree programs early in a given semester may apply for a partial rebate of tuition fees paid for that semester. The rebate is pro-rated according to the date of final completion (see refund schedule, above). For more information regarding this option, contact Graduate Program Services. In order to qualify for the rebate, the student must have been registered in the immediate preceding semester.