CHANGES TO DEREGULATED PROGRAM FEES

The Ministry of Training, Colleges and Universities (MTCU) has mandated changes that will impact fee assessments for deregulated programs across all Ontario universities effective Fall 2015. University of Toronto Scarborough students in Computer Science Co-op and Computer Science Non-Co-op in year two or higher must read this document thoroughly and carefully. Students must pay close attention to deadlines.

Course Enrolment Threshold Increased

Students in Computer Science Co-op and Computer Science Non-Co-op will enrol in courses as they normally do. Previously, upper year students in these programs were charged program fees when their course load was 1.5 credits or more in any semester. Enrolment in fewer than 1.5 credits per semester would result in a tuition fee assessment that would charge the student per course.

The new MTCU directive has increased the course enrolment threshold to 1.75 credits per semester, meaning that students must take 1.75 credits or more in order to be charged program fees. Students who are enrolled in 0.5 – 1.5 credits per semester will now be charged per course, and are required to self-declare their course load on eService.

Deregulated Program Fees vs. Per Course Fee

All students in the above mentioned programs will automatically, by default, have their tuition fees assessed as a program fee.

Students enrolled in 0.5 – 1.5 credits in a semester will have their fees adjusted to pay per course. The Registrar’s Office will be monitoring, verifying, and correcting all student accounts to ensure that their fees have been correctly assessed. Before a fee adjustment is approved for a per-course fee, a student’s account must reflect a course load of in 0.5 – 1.5 credits per semester.

Student Responsibilities Beginning August 18, 2015

Students who enrol in 0.5 – 1.5 credits in a semester or students who drop their course load from 1.75 credits or more to fewer than 1.75 credits should declare it on eService during the declaration period in order to have their tuition fees adjusted from a program fee to per-course fee. It is critical that students meet the self-declaration period outlined below:

<table>
<thead>
<tr>
<th>Self-Declaration Period on eService</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester 2015:</td>
</tr>
<tr>
<td>August 18, 2015 – September 17, 2015</td>
</tr>
<tr>
<td>Winter Semester 2016:</td>
</tr>
<tr>
<td>August 18, 2015 – January 17, 2016</td>
</tr>
</tbody>
</table>

Once the declaration period ends, students who are charged program fees will no longer be eligible to self-declare their course load for that semester; the assessment of program fees will be frozen and no further changes will be made, even if the course load drops below 1.75 credits for that semester. Students must be diligent and proactive, as accommodations cannot be made once the declaration period has ended for the semesters listed above. The Registrar’s Office will be processing these requests to ensure that student fees have been correctly assessed based on the student’s course enrolment, as seen on ROSI / ACORN. We encourage you to look closely at your invoice and the UTSC Refund Schedule. It is available on U of T’s Office of Student Accounts website, and can be found at: www.fees.utoronto.ca

Students enrolled in 1.75 credits or more are not required to declare their course load on eService. Review your invoice carefully on ROSI / ACORN, and make your tuition payments as needed.

Students Charged Per Course: Adding Additional Courses

Students who are charged per-course fees will not be able to enrol in more than 1.5 credits until they visit the Registrar’s Office and have their record updated in person. Once the student record is adjusted at the Registrar’s Office, they will be charged program fees, and will be eligible to add additional courses. Students maintain responsibility for their tuition fees.
Are you enrolled in 1.75 credits or more in a semester?
Year 2 or Higher Students in Computer Science Co-op or Computer Science Non-Co-op Only

Yes

Your tuition fees will automatically be assessed as a program fee. No action required if you remain in 1.75 credits or more.

No

Has, or will your course load in a semester drop to 1.5 credits or less during the declaration period?*

Yes

Your tuition fees will initially be assessed as a program fee. Beginning August 18, 2015, you will be eligible to self-declare your course load for each semester via eService. Your request will be considered during the declaration period (see below) in order to change your fees from program to per-course fee:

Declaration Period:
Fall 2015:
August 18, 2015 – September 17, 2015

Winter 2016:
August 18, 2015 – January 17, 2016

The Registrar’s Office will process your request, and adjust your fees after your course load is confirmed and you are deemed eligible to pay the per-course fee. If you are approved, you will be blocked from adding additional courses until you visit the Registrar’s Office in person.

By increasing your course load to 1.75 credits or more, your fees will also be assessed as a program fee. Login to ROSI / ACORN to review your tuition fees, and make payments as needed.

No

No action required. Login to ROSI / ACORN to review your tuition fees, and make payments as needed.

* Financial Implication: Students who drop to 1.5 credits or less once the declaration period has passed for the semester will have their fees frozen as program fees and no further fee changes will be made. These students are subject to pay program fees regardless of their course load once the declaration period ends. Students who are in Year 2 or higher and are pursuing a Computer Science (Major or Specialist) degree should refer to the UTSC Refund Schedule, which can be found on the U of T Office of Student Accounts website: www.fees.utoronto.ca

eService is the Registrar’s Office portal, and can be accessed by logging in with a valid UTORid and password. Students in the above mentioned programs will use eService to access the self-declaration page under “Fees”.

Students with a documented permanent disability who are required to take a reduced course load as a learning accommodation should contact AccessAbility Services.