

Fees

Responsible Authority:	Office the Registrar
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PURPOSE

To outline and describe the fees associated with a George Brown College education. This document describes applicable fees for tuition, incidentals, lateness, withdrawals, transfers, and those related to work integrated learning (WIL) programs.

SCOPE

This policy applies to all students and applicants that have accepted an offer to George Brown College.

POLICY

1. General

- 1.1. Post-secondary tuition fees and ancillary fees are regulated by the MCU, and the GBC Board of Governors. These and other ancillary fees are updated annually for the academic year and listed on the George Brown College website.
 - 1.1.1. **Tuition Fees:** Fees charged to students representing their contribution towards the operating and capital costs of academic program delivery and general overhead for the institution.
 - 1.1.2. **Program Fees:** Fees charged to the student to support the material costs, such as uniforms, equipment, consumables (e.g. sterile gloves or other medical equipment for health sciences programs, ingredients and other single use items for culinary programs) necessary for the delivery and instruction of a course. Program fees are also referred to as Material Fees.
 - 1.1.3. **Ancillary Fees:** Fees charged to support services and activities distinct from academic programming or general overhead for the institution. Examples of ancillary fees include convocation fees, student activity fees, athletic fees, health care and insurance fees, field trip fees and fees associated with the cost of buildings such as student centres.
- 1.2. Continuing education fees are regulated by the Board of Governors.
- 1.3. All fees are subject to change without notice.
- 1.4. Students pay program fees as applicable to their program of study. Fees may differ by program.
- 1.5. Refer to the Course Drop and Program Withdrawal Policy (RO 08) for applicable deadlines

2. Post-Secondary Fees

- 2.1. There is a non-refundable deposit that a student is required to pay in order to register for their courses. This deposit will be applied to the balance due for the term.
- 2.2. Students who do not pay their tuition fees by the deadline outlined on their invoice may be required to pay an administrative late fee.
- 2.3. Students who drop to part-time status before the partial refund deadline of a term may have their fees re-assessed.

- 2.4. Full-time post-secondary students who withdraw from their program prior to the last day to withdraw with partial refund (Day 10) will be refunded for fees paid minus the non-refundable deposit.
- 2.5. Part-time post-secondary students who wish to withdraw from a course are subject to a per course administrative withdrawal fee.
- 2.6. Students in co-op programs may be charged additional fees for preparatory courses and work experience.
- 2.7. Students who are required to take foundation level math and/or English courses will be charged additional tuition fees at the time of registration for the college level courses.
- 2.8. Administrative fees are posted on the George Brown College website.

3. Continuing Education Fees

- 3.1. The Office of the Registrar is responsible for the collection of tuition and application administrative fees as outlined in the Continuing Education policies published on the George Brown College website.