

UNDERGRADUATE MEDICAL EDUCATION

SCHULICH SCHOOL OF MEDICINE & DENTISTRY

STATEMENT ON TUITION REFUND

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PURPOSE

This statement provides an overview of the tuition refund process for MD Program students at Schulich Medicine & Dentistry. Tuition refunds may be granted when a student voluntarily withdraws from the MD program or takes a leave of absence lasting more than 6 months.

DEFINITIONS:

Tuition Fee – The fee outlined in the [Western Office of the Registrar Fees & Refunds](#).

Non-Refundable (“Ancillary”) Fees – All program-related fees including but not limited to Student Health Plan, USC Dental Plan, Bus Pass, etc.

Leave of Absence – Leave for Academic Enrichment, Leave for Personal and/or Health Reasons

STATEMENT

As per the posted Western Office of the Registrar [Refund Schedules](#), the amount of potential refund declines weekly over the fall term until there is no balance remaining. The tuition refund will be calculated based on the date of notice by the Western Registrar (replaces the Faculty Academic Counselling Office for the MD Program). Ancillary fees are non-refundable.

1. Should a student withdraw from the MD Program, the student must provide notice in writing to the Undergraduate Medical Education Office.
2. Should a student commence a Leave of Absence from the MD Program, the MD Program Registrar must be notified by the Learner Experience Office (LEO) or the Vice Dean, Undergraduate Medical Education (or delegate) of the effective date for the leave.
 - a. Leaves of absence shorter than 6 months: no refund will be received.
 - b. Leaves of absence 6 months or greater:
 1. Application can be made to the MD Program Registrar to have a % of tuition fees refunded for the academic year in which the leave commenced.

2. Should the student return to the program within the same academic year, the student must repay the refunded amount within 30 days of returning.
3. Should the student return to the program outside the same academic year, the student will be required to pay only the refunded amount plus appropriate ancillary fees within the deadlines established by the Western University Registrar's Office. Should the student return to the program outside the same academic year, the student will be required to pay only the refunded amount plus appropriate ancillary fees within the deadlines established by the Western University Registrar's Office.
4. The student has the option to request to have any tuition already paid applied as a credit toward their tuition fees owing for future academic years upon their return from a leave.