

7. Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Course fees are all-inclusive, and are calculated by combining the tuition fees, learning resources fee, and Students' Union and Alumni Relations fees.

If you formally withdraw from your individualized study course or your grouped study course, you must follow the regulations in the following sections that apply to you.

For more information related to undergraduate fees and refunds, use the links on the left.

Information effective Sept. 1, 2015 to Aug. 31, 2016.

Updated July 31 2015 by laurab

Focused on the future of learning.

Undergraduate Fees and Refunds

7.1 Fees

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Course fees are all-inclusive and are calculated by combining the tuition fees, learning resources fee, and Students' Union and Alumni Relations fees. Choose the fees relevant to your situation from the links on the left.

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.1 Fee Summary

Student fees are all-inclusive and are calculated by combining the tuition fees, learning resources fee, and mandatory Students' Union and Alumni Relations fees. Academic-related fees are exempt from the federal Goods and Services Tax (G.S.T.). Other goods are not G.S.T. exempt. Fees are listed and payable in Canadian dollars.

The payment of student fees entitles you to receive most learning resources and other support services (including tutorial assistance where provided) for the period of active registration.

Students attending Athabasca University grouped study courses at collaborating institutions may be assessed tuition and fees that vary from those established within this Calendar. Those students should contact an academic advisor or the Office of the Registrar at the collaborating institution.

Students are responsible for any expenses incurred when writing an examination. Most invigilators request a fee to invigilate examinations. Invigilation centers may also charge a fee if you cancel or reschedule your examination.

AU does not charge a fee to invigilate examinations at any of its three office locations in Athabasca, Edmonton, or Calgary, Alberta.

Effective Dates

The following fee schedule applies to students who are registering in courses that have a September 1, 2015 or later start date, unless otherwise stated. It is Athabasca University's

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intention to increase its tuition fees in future years by the maximum amount permitted under the Government of Alberta's Tuition Fee Policy.

7.1.1.1 Returning Students

If you are a returning Athabasca University student, please log in to myAU. If you are no longer an active student, you may still log in to myAU and follow the reactivation procedure.

Once you have logged in to myAU, you may register in a course and view personal information, such as your AU Library account, and your assignment marks, and course grades. You may also take care of administrative matters, such as booking examinations, submitting assignments, and requesting extensions or course withdrawals.

Athabasca University will also communicate directly with you through myAU. Check the Message Centre on your myAU home page for general information and for mail addressed to you.

[myAU](#) (current students)

7.1.1.2 General Application Form/Fee (New Students)

When first seeking admission to Athabasca University, all students submit a \$115 one-time, non-refundable application fee with their completed Undergraduate General Application Form.

The \$115 application fee is non-refundable and payable only once regardless of whether your requested start date is unavailable or if you choose not to register in an Athabasca University course.

The Undergraduate General Application Form, used to apply for admission, is separate from the Undergraduate Course Registration Form used for registering in most Athabasca University courses.

[UG General Application Form](#) (new students)

[myAU](#)

7.1.1.4 One-Credit Courses

The learning resources fee and Alumni Relations fee do not apply to one-credit courses.

7.1.1.5 Zero-Credit Courses

Athabasca University offers a number of zero-credit courses (e.g., ENGL 140, ENGL 143). Zero-credit courses are assessed the same fee structure as three-credit courses minus the Students' Union Fees and Alumni Fees. Other academic-related fees and regulations also apply to zero-credit courses.

7.1.1.6 Re-Registration Fees

Re-registration fees include the tuition fee, Students' Union and Alumni Relations fees only. If the course has been revised since your last registration, you are required to purchase new learning resources. In this case, the learning resources fee is added to your re-registration amount.

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.2 Canadian Student Fees

7.1.2.1 Permanent Residents of Alberta

The following all-inclusive fees apply to students who are living in Alberta or abroad while they are working for the Canadian Forces. These fees do not apply to students studying in Alberta on a study authorization (refer to [Non-Canadians Living Temporarily in Alberta](#)).

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a zero-credit course are calculated by combining the following:

Tuition fee	\$476
Learning Resources Fee	\$180
0 credit total	\$656

1 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a one-credit course are calculated by combining the following:

Tuition fee	\$159
Students' Union Fee (\$3)	\$3
1 credit total	\$162

3 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a three-credit course are calculated by combining the following:

Tuition fee	\$476
Learning Resources Fee	\$180
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
3 credit total	\$667

4 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a four-credit course are calculated by combining the following:

Tuition fee	\$635
Learning Resources Fee	\$180
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
4 credit total	\$829

6 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a six-credit course are calculated by combining the following:

Tuition fee	\$952
Learning Resources Fee	\$180
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
6 credit total	\$1,152

9 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a nine-credit course are calculated by combining the following:

Tuition fee	\$1,428
Learning Resources Fee	\$180

Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
9 credit total	\$1,637

Re-registrations

0 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a zero-credit course are calculated by combining the following:

Tuition fee	\$476
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0 credit total	\$476
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1 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a one-credit course are calculated by combining the following:

Tuition fee	\$159
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Students' Union Fee (\$3)	\$3
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1 credit total	\$162
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3 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a three-credit course are calculated by combining the following:

Tuition fee	\$476
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Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
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3 credit total	\$487
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4 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a four-credit course are calculated by combining the following:

Tuition fee	\$635
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Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
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4 credit total **\$649**

6 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a six-credit course are calculated by combining the following:

Tuition fee	\$952
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20

6 credit total **\$972**

9 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a nine-credit course are calculated by combining the following:

Tuition fee	\$1,428
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29

9 credit total **\$1,457**

7.1.2.2 Canadian Residents Outside Alberta

The following all-inclusive fees apply to Canadian students (except province of Alberta students; refer to Permanent Residents of Alberta) who are living in Canada (but outside the province of Alberta) or abroad while they are working for a Canadian embassy, consulate, or the Canadian Forces.

These fees do not apply to students studying in Canada, outside Alberta, on a study authorization (refer to Non-Canadians Living Temporarily in Canada Outside Alberta).

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a zero-credit course are calculated by combining the following:

Tuition fee	\$476
Learning Resources Fee	\$180

Out of Province Fee	\$127
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0 credit total	\$783
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1 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a one-credit course are calculated by combining the following:

Tuition fee	\$163
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Students' Union Fee (\$3)	\$3
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1 credit total	\$166
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3 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a three-credit course are calculated by combining the following:

Tuition fee	\$476
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Learning Resources Fee	\$180
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Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
-------------------------------------------------------	------

Out of Province Fee	\$114
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3 credit total	\$794
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4 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a four-credit course are calculated by combining the following:

Tuition fee	\$635
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Learning Resources Fee	\$180
------------------------	-------

Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
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Out of Province Fee	\$127
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4 credit total	\$956
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6 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a six-credit course are

calculated by combining the following:

Tuition fee	\$952
Learning Resources Fee	\$180
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of Province Fee	\$127
6 credit total	\$1,279

9 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a nine-credit course are calculated by combining the following:

Tuition fee	\$1,428
Learning Resources Fee	\$180
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of Province Fee	\$127
9 credit total	\$1,764

Re-registrations

0 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a zero-credit course are calculated by combining the following:

Tuition fee	\$476
Out of Province Fee	\$127
0 credit total	\$603

1 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a one-credit course are calculated by combining the following:

Tuition fee	\$159
Students' Union Fee (\$3)	\$3

1 credit total **\$162**

3 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a three-credit course are calculated by combining the following:

Tuition fee	\$476
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
Out of Province Fee	\$127

3 credit total **\$614**

4 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a four-credit course are calculated by combining the following:

Tuition fee	\$635
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
Out of Province Fee	\$127

4 credit total **\$776**

6 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a six-credit course are calculated by combining the following:

Tuition fee	\$952
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of Province Fee	\$127

6 credit total **\$1,099**

9 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a nine-credit course are calculated by combining the following:

Tuition fee	\$1,428
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of Province Fee	\$127
9 credit total	\$1,584

7.1.2.3 Canadian Senior Citizens

Canadian senior citizens (65 years of age or over) are offered a reduction in course registration fees. Seniors pay the full learning resources fee portion of a registration but are given a reduction of one-half the tuition registration fee as reflected below.

Seniors are also given a reduction of one-half of the course extension fees; however, all other course and academic-related fees, including the one-time, non-refundable application fee and any service fees, must be paid in full.

The seniors' reduction does not apply to students living outside Canada or non-Canadian students living temporarily in Canada. Those students must refer to the regular fee categories.

7.1.2.3.1 Canadian Senior Citizens in Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	\$238
Learning Resources Fee	\$180
0 credit total	\$418

1 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	\$80
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Students' Union Fee (\$3)	\$3
1 credit total	\$83

3 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	\$238
Learning Resources Fee	\$180
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
3 credit total	\$429

4 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	\$318
Learning Resources Fee	\$180
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
4 credit total	\$512

6 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	\$476
Learning Resources Fee	\$180
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
6 credit total	\$676

9 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee	\$714
Learning Resources Fee	\$180
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
9 credit total	\$923

Re-registrations

0 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	\$238
0 credit total	\$238

1 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	\$80
Students' Union Fee (\$3)	\$3
1 credit total	\$83

3 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	\$238
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
3 credit total	\$249

4 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	\$318
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Students' Union (\$12) and Alumni Relations (\$2) Fees \$14

4 credit total \$332

6 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee \$476

Students' Union (\$18) and Alumni Relations (\$2) Fees \$20

6 credit total \$496

9 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee \$714

Students' Union (\$27) and Alumni Relations (\$2) Fees \$29

9 credit total \$743

7.1.2.3.2 Canadian Senior Citizens Outside Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee \$238

Learning Resources Fee \$180

Out of Province Fee \$127

0 credit total \$545

1 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	\$80
Students' Union Fee (\$3)	\$3
1 credit total	\$83

3 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	\$238
Learning Resources Fee	\$180
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
Out of Province Fee	\$127
3 credit total	\$556

4 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	\$318
Learning Resources Fee	\$180
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
Out of Province Fee	\$127
4 credit total	\$639

6 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	\$476
Learning Resources Fee	\$180
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of Province Fee	\$127
6 credit total	\$803

9 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee	\$714
Learning Resources Fee	\$180
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of Province Fee	\$127
9 credit total	\$1,050

Re-registrations

0 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	\$238
Out of Province Fee	\$127
0 credit total	\$365

1 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	\$80
Students' Union Fee (\$3)	\$3
1 credit total	\$83

3 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	\$238
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Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
Out of Province Fee	\$127
3 credit total	\$376

4 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	\$318
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
Out of Province Fee	\$127
4 credit total	\$459

6 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	\$476
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of Province Fee	\$127
6 credit total	\$623

9 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee	\$714
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of Province Fee	\$127
9 credit total	\$870

Course Extensions

(Canadian seniors only) = \$82.50 per extension

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.3 Non-Canadian Student Fees

Before non-Canadian students who are living temporarily in Canada may be admitted or registered in a course at Athabasca University, they must possess and present a valid study authorization confirming permission to study in Canada.

Admission and evaluation fees are in addition to these fees. Students' Union, Alumni Relations fees (where applicable), and the learning resources fee, are included in the following fees. Re-registration fees do not include the learning resource fee.

There are no reduced fees for Senior Citizens who are non-Canadians.

7.1.3.1 Non-Canadians Living Temporarily in Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee	\$952
Learning Resources Fee	\$180
0 credit total	\$1,132

1 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in

a one-credit course are calculated by combining the following:

Tuition fee	\$318
Students' Union Fee (\$3)	\$3
1 credit total	\$321

3 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	\$952
Learning Resources Fee	\$180
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
3 credit total	\$1,143

4 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	\$1,270
Learning Resources Fee	\$180
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
4 credit total	\$1,464

6 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	\$1,904
Learning Resources Fee	\$180
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20

6 credit total **\$2,104**

9 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee \$2,856

Learning Resources Fee \$180

Students' Union (\$27) and Alumni Relations (\$2) Fees \$29

9 credit total **\$3,065**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee \$952

0 credit total **\$952**

1 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a one-credit course are calculated by combining the following:

Tuition fee \$318

Students' Union Fee (\$3) \$3

1 credit total **\$321**

3 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a three-credit course are calculated by combining the following:

Tuition fee \$952

Students' Union (\$9) and Alumni Relations (\$2) Fees \$11

3 credit total **\$963**

4 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a four-credit course are calculated by combining the following:

Tuition fee \$1,270

Students' Union (\$12) and Alumni Relations (\$2) Fees \$14

4 credit total **\$1,284**

6 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a six-credit course are calculated by combining the following:

Tuition fee \$1,904

Students' Union (\$18) and Alumni Relations (\$2) Fees \$20

6 credit total **\$1,924**

9 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee \$2,856

Students' Union (\$27) and Alumni Relations (\$2) Fees \$29

9 credit total **\$2,885**

7.1.3.2 Non-Canadians Living Temporarily in Canada Outside Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside

Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee	\$952
Learning Resources Fee	\$180
Out of province fee	\$127
0 credit total	\$1,259

1 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a one-credit course are calculated by combining the following:

Tuition fee	\$318
Students' Union Fee (\$3)	\$3
1 credit total	\$321

3 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	\$952
Learning Resources Fee	\$180
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
Out of province fee	\$127
3 credit total	\$1,270

4 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	\$1,270
Learning Resources Fee	\$180

Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
Out of province fee	\$127
4 credit total	\$1,591

6 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	\$1,904
Learning Resources Fee	\$180
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of province fee	\$127
6 credit total	\$2,231

9 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee	\$2,856
Learning Resources Fee	\$180
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of province fee	\$127
9 credit total	\$3,192

Re-registrations

0 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee	\$952
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Out of province fee	\$127
0 credit total	\$1,079

1 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a one-credit course are calculated by combining the following:

Tuition fee	\$318
Students' Union Fee (\$3)	\$3
1 credit total	\$321

3 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	\$952
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
Out of province fee	\$127
3 credit total	\$1,090

4 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	\$1,270
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
Out of province fee	\$127
4 credit total	\$1,411

6 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	\$1,904
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of province fee	\$127
6 credit total	\$2,051

9 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee	\$2,856
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of province fee	\$127
9 credit total	\$3,012

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The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.4 Students Living Outside Canada

The following all-inclusive fees apply to all students (Canadian and non-Canadian) who live temporarily or permanently outside Canada. Canadian students living and working abroad for a Canadian embassy or consulate, refer to [Canadian Residents Outside Alberta](#). Canadian students working for the Canadian Forces, refer to either [Permanent Residents of Alberta](#) or [Canadian Residents Outside Alberta](#), depending on their permanent address.

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a zero-credit course are calculated by combining the following:

Tuition fee	\$476
Learning Resources Fee	\$180
Out of country fee	\$347
0 credit total	\$1003

1 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a one-credit course are calculated by combining the following:

Tuition fee	\$159
Students' Union Fee (\$3)	\$3

Out of country fee	\$116
--------------------	-------

1 credit total	\$278
-----------------------	--------------

3 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a three-credit course are calculated by combining the following:

Tuition fee	\$476
-------------	-------

Learning Resources Fee	\$180
------------------------	-------

Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
-------------------------------------------------------	------

Out of country fee	\$347
--------------------	-------

3 credit total	\$1,014
-----------------------	----------------

4 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a four-credit course are calculated by combining the following:

Tuition fee	\$635
-------------	-------

Learning Resources Fee	\$180
------------------------	-------

Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
--------------------------------------------------------	------

Out of country fee	\$347
--------------------	-------

4 credit total	\$1,176
-----------------------	----------------

6 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a six-credit course are calculated by combining the following:

Tuition fee	\$952
-------------	-------

Learning Resources Fee	\$180
------------------------	-------

Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
--------------------------------------------------------	------

Out of country fee	\$347
--------------------	-------

6 credit total**\$1,499**

9 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a nine-credit course are calculated by combining the following:

Tuition fee	\$1,428
Learning Resources Fee	\$180
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of country fee	\$347

9 credit total**\$1,984****Re-registrations**

0 CREDIT

Student fees (re-registrations) for a student living outside Canada in a zero-credit course are calculated by combining the following:

Tuition fee	\$476
Out of country fee	\$347

0 credit total**\$823**

1 CREDIT

Student fees (re-registrations) for a student living outside Canada in a one-credit course are calculated by combining the following:

Tuition fee	\$159
Students' Union Fee (\$3)	\$3
Out of country fee	\$116

1 credit total**\$278**

3 CREDIT

Student fees (re-registrations) for a student living outside Canada in a three-credit course are calculated by combining the following:

Tuition fee	\$476
Students' Union (\$9) and Alumni Relations (\$2) Fees	\$11
Out of country fee	\$347
3 credit total	\$834

4 CREDIT

Student fees (re-registrations) for a student living outside Canada in a four-credit course are calculated by combining the following:

Tuition fee	\$635
Students' Union (\$12) and Alumni Relations (\$2) Fees	\$14
Out of country fee	\$347
4 credit total	\$996

6 CREDIT

Student fees (re-registrations) for a student living outside Canada in a six-credit course are calculated by combining the following:

Tuition fee	\$952
Students' Union (\$18) and Alumni Relations (\$2) Fees	\$20
Out of country fee	\$347
6 credit total	\$1,319

9 CREDIT

Student fees (re-registrations) for a student living outside Canada in a nine-credit course are calculated by combining the following:

Tuition fee	\$1,428
Students' Union (\$27) and Alumni Relations (\$2) Fees	\$29
Out of country fee	\$347
9 credit total	\$1,804

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees

The program fees listed on the following pages are all-inclusive and apply to all Athabasca University program students. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the program fees were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

[120-Credit Program Fees](#)

[90-Credit Program Fees](#)

[60-Credit Program Fees](#)

[42-Credit Program Fees](#)

[33-Credit Program Fees](#)

[30-Credit Program Fees](#)

[24-Credit Program Fees](#)

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 120-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 120-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

120-CREDIT PROGRAMS

Permanent Residents of Alberta	\$26,680
Canadian Residents Outside of Alberta	\$31,760
Canadian Senior Citizens in Alberta	\$17,160
Canadian Senior Citizens Outside of Alberta	\$22,240
Non-Canadians Living Temporarily in Alberta	\$45,720
Non-Canadians Living Temporarily in Canada Outside Alberta	\$50,800
Students Living Outside Canada	\$40,560

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 90-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 90-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

90-CREDIT PROGRAMS

Permanent Residents of Alberta	\$20,010
Canadian Residents Outside of Alberta	\$23,820
Canadian Senior Citizens in Alberta	\$12,870
Canadian Senior Citizens Outside of Alberta	\$16,680
Non-Canadians Living Temporarily in Alberta	\$34,290
Non-Canadians Living Temporarily in Canada Outside Alberta	\$38,100
Students Living Outside Canada	\$30,420

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 60-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 60-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

60-CREDIT PROGRAMS

Permanent Residents of Alberta	\$13,340
Canadian Residents Outside of Alberta	\$15,880
Canadian Senior Citizens in Alberta	\$8,580
Canadian Senior Citizens Outside of Alberta	\$11,120
Non-Canadians Living Temporarily in Alberta	\$22,860
Non-Canadians Living Temporarily in Canada Outside Alberta	\$25,400
Students Living Outside Canada	\$20,280

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 42-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 42-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

42-CREDIT PROGRAMS

Permanent Residents of Alberta	\$9,338
Canadian Residents Outside of Alberta	\$11,116
Canadian Senior Citizens in Alberta	\$6,006
Canadian Senior Citizens Outside of Alberta	\$7,784
Non-Canadians Living Temporarily in Alberta	\$16,002
Non-Canadians Living Temporarily in Canada Outside Alberta	\$17,780
Students Living Outside Canada	\$14,196

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 33-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 33-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

33-CREDIT PROGRAMS

Permanent Residents of Alberta	\$7,337
Canadian Residents Outside of Alberta	\$8,734
Canadian Senior Citizens in Alberta	\$4,719
Canadian Senior Citizens Outside of Alberta	\$6,116
Non-Canadians Living Temporarily in Alberta	\$12,573
Non-Canadians Living Temporarily in Canada Outside Alberta	\$13,970
Students Living Outside Canada	\$11,154

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 30-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 30-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

30-CREDIT PROGRAMS

Permanent Residents of Alberta	\$6,670
Canadian Residents Outside of Alberta	\$7,940
Canadian Senior Citizens in Alberta	\$4,290
Canadian Senior Citizens Outside of Alberta	\$5,560
Non-Canadians Living Temporarily in Alberta	\$11,430
Non-Canadians Living Temporarily in Canada Outside Alberta	\$12,700
Students Living Outside Canada	\$10,140

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

Estimated Program Fees for 24-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 24-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

24-CREDIT PROGRAMS

Permanent Residents of Alberta	\$5,336
Canadian Residents Outside of Alberta	\$6,352
Canadian Senior Citizens in Alberta	\$3,432
Canadian Senior Citizens Outside of Alberta	\$4,448
Non-Canadians Living Temporarily in Alberta	\$9,144
Non-Canadians Living Temporarily in Canada Outside Alberta	\$10,160
Students Living Outside Canada	\$8,112

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.6 Challenge for Credit

The challenge for credit process allows students to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or other skills that would be found in an undergraduate course for which they are seeking credit.

Challenge for credit fees are non-refundable.

Before you consider registering in a challenge course, it is important that you read the Challenge for Credit section.

The following are tuition fees only. Students may purchase the required print learning resources, limited to bound textbooks and print readings as follows:

1. by contacting AU's Materials Management Unit at 1-800-788-9041, extension 6366, or via email at cmat@athabascau.ca. All materials will be charged at full cost (defined as AU's full purchase cost, plus shipping, plus a 20 per cent handling fee) or;
2. by accessing the list of materials from the course syllabus and sourcing the materials via a book store, online book retailer, or other means.

Note: Students will not be provided access to the online individualized study course site, the student manual, eTextbooks, or course study guide in a Challenge for Credit registration. If an eTextbook is offered for the course, it must be purchased from the publisher or a third-party vendor.

Depending on where you live, allow approximately three weeks or more to receive your learning resources package.

7.1.6.1 Canadian Residents

CREDIT WEIGHT	PER COURSE
3 credit	\$357
4 credit	\$357
6 credit	\$714

7.1.6.2 Students Living Outside Canada

CREDIT WEIGHT	PER COURSE
3 credit	\$608
4 credit	\$608
6 credit	\$1,216

7.1.6.3 Non-Canadian Students Living Temporarily in Canada

CREDIT WEIGHT	PER COURSE
3 credit	\$714
4 credit	\$714
6 credit	\$1,428

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.7 Academic-Related Fees

General Application Fee: \$115

The following fees apply to all students.

Evaluation Fee:

Refer to Evaluations and Transfer Credit: \$100

Examination Fees:

Examination **rebooking** fee: levied by Athabasca University and AU Edmonton or Calgary offices if you rebook your examination date. Non-refundable. \$100

Invigilation fee: Most invigilation centres charge a fee for exam invigilation. This fee is not covered in your tuition paid to Athabasca University. Please consult your local invigilation centre to determine its fee schedule.

Late examination request fee: (does not include courier fees, if applicable) Non-refundable. \$100

Multiple examination fee: levied each time an examination is returned unwritten and requested again. Non-refundable. \$50

Lost Exam Reimbursement (up to a maximum of \$200) (\$200)

Supplemental examination request fee. \$150

Extension Fee:

Up to three extensions (each extension is two months in length) may be granted during any one individualized study course registration: per extension \$165

Laboratory Course Fee:

Please note that AU is not responsible for any lab fees charged to you by another university.

Laboratory - Kit Fee*	\$50
Laboratory - On-Site Fee*	\$50
Laboratory - <u>Virtual Online</u> Fee*	\$50
LABB/LABC Course Fees - Canadian students**	\$300
LABB/LABC Course Fees - Non-Canadian students (and students living temporarily in Canada on a study authorization)**	\$600

*Laboratory fees (on-site labs, lab kits, and virtual labs) are mandatory and cannot be waived. These non-refundable fees also apply to students with lab exemptions.

**Course fees for students only doing the lab component of the course and not the full course (E.g. LABB 325)

Laboratory Course Fee Examples:

Student pays the course registration fee and the compulsory laboratory kit fee:

APST 215	GEOL 200
APST 220	GEOL 201
BIOL 204	GEOL 207
BIOL 205	GEOL 319
BIOL 230	PHYS 200
CHEM 217	PHYS 201

COMP 444

PHYS 202

GEOG 365

PHYS 204

Student pays the LABB fee (not the course registration fee) and the compulsory laboratory on-site fee:

LABB 207

LABB 325

Student pays the course registration fee and the compulsory laboratory on-site fee:

BIOL 207

CHEM 218

BIOL 320

CHEM 311

BIOL 321

CHEM 313

BIOL 325

CHEM 350

BIOL 345

CHEM 360

Student pays the course registration fee and the compulsory virtual laboratory fee:

ASTR 210

BIOL 480

GEOG 266

Learning Resources Fee (definition): \$180

Letter of Permission Fee (per letter): N/C

Parchment Replacement Fee: \$60

Prior Learning Assessment Fee: \$750

Prior Learning Withdrawal Fee: \$250

Prior Learning Extension Fee: \$250

Transcript Fee (per copy): N/C

Priority Transcript Fee: \$50

Withdrawal Processing Fee:

Retained by Athabasca University when you withdraw from your course within a specific

time frame: \$150

Grouped study refunds

Individualized study refunds

e-Letter Print Fee:

This one-time fee is charged to students requesting their e-letters defaulted to print. \$10

Nursing Clinical Fees*:

These fees are for specific undergraduate (LPN to BN) courses and is in addition to the regular tuition for these courses:

NURS 435 – 6 credits x \$50	\$300
NURS 437 – 6 credits x \$50	\$300
NURS 401 – 6 credits x \$50	\$300
NURS 441 – 9 credits x \$50	\$450

* Covers the cost of meeting requirements imposed by Alberta Health Services and Health Sciences Placement Network.

Bachelor of Commerce Supplemental Fees:

These fees are for those students enrolled in the Bachelor of Commerce or Bachelor of Commerce (Post Diploma) program at Athabasca University:

Bachelor of Commerce Program Application Fee (one-time, non-refundable)	\$75
Senior Conference Fee	\$550

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.8 Students' Union and Alumni Relations Fees

The following mandatory fees are included in the total course registration fees (i.e., included in the \$667 for a three-credit course for an Alberta resident) and are displayed here for information purposes. These fees are not included as tuition for the T2202A tuition tax credit amount.

Students' Union and Alumni Relations fees are refunded by Athabasca University provided you withdraw before or within 30 days of an individualized study course start date, or before or within 15 days of a grouped study course start date. There will be no refund issued after these dates.

Students' Union fee per course

Registration or Re-registration

- 0-credit course: \$0
- 1-credit course: \$3
- 3-credit course: \$9
- 4-credit course: \$12
- 6-credit course: \$18
- 9-credit course: \$27

Alumni Relations fee per course

Registration or Re-registration

3-, 4-, 6-, or 9-credit course: \$2

0-credit course: \$0

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.9 G.S.T.

The federal government's current guidelines exempt academic-related fees from the Goods and Services Tax (G.S.T.). G.S.T. is added to all other goods and services; for example, workshops, some publications, self-help seminars, and Athabasca University promotional sales items.

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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.9 Methods of Payment

You may pay your course registration fees in Canadian dollars by cheque, money order, or authorize fees to be charged to your Visa, MasterCard, or American Express card. Interac is available at Athabasca University – Central, Athabasca University – Calgary, and Athabasca University – Edmonton. Post-dated cheques are not accepted.

Returning student paying by cheque should ensure that their student ID number is clearly written on the cheque. Cash may be paid in person; do not send cash in the mail.

When paying fees by Visa, MasterCard or American Express, indicate the specific fee being paid (e.g., admission fee, evaluation fee, etc.). A credit card payment processing form is included with the Undergraduate General Application Form and the Undergraduate Course Registration Form. If you make an error when determining the amount, Athabasca University will automatically charge the correct fee to your credit card.

To avoid duplication of charges or processing:

1. Do not mail original documentation after you have registered by fax.
2. Do not fax requests that have already been submitted using the University's online system.

Full payment must accompany the AU General Application and the course registration regardless of the method used (online, in person, by mail, or by fax) to request admission to AU or course registration. Requests with insufficient fees cannot be processed until full payment is received.

[myAU](#) (current students)

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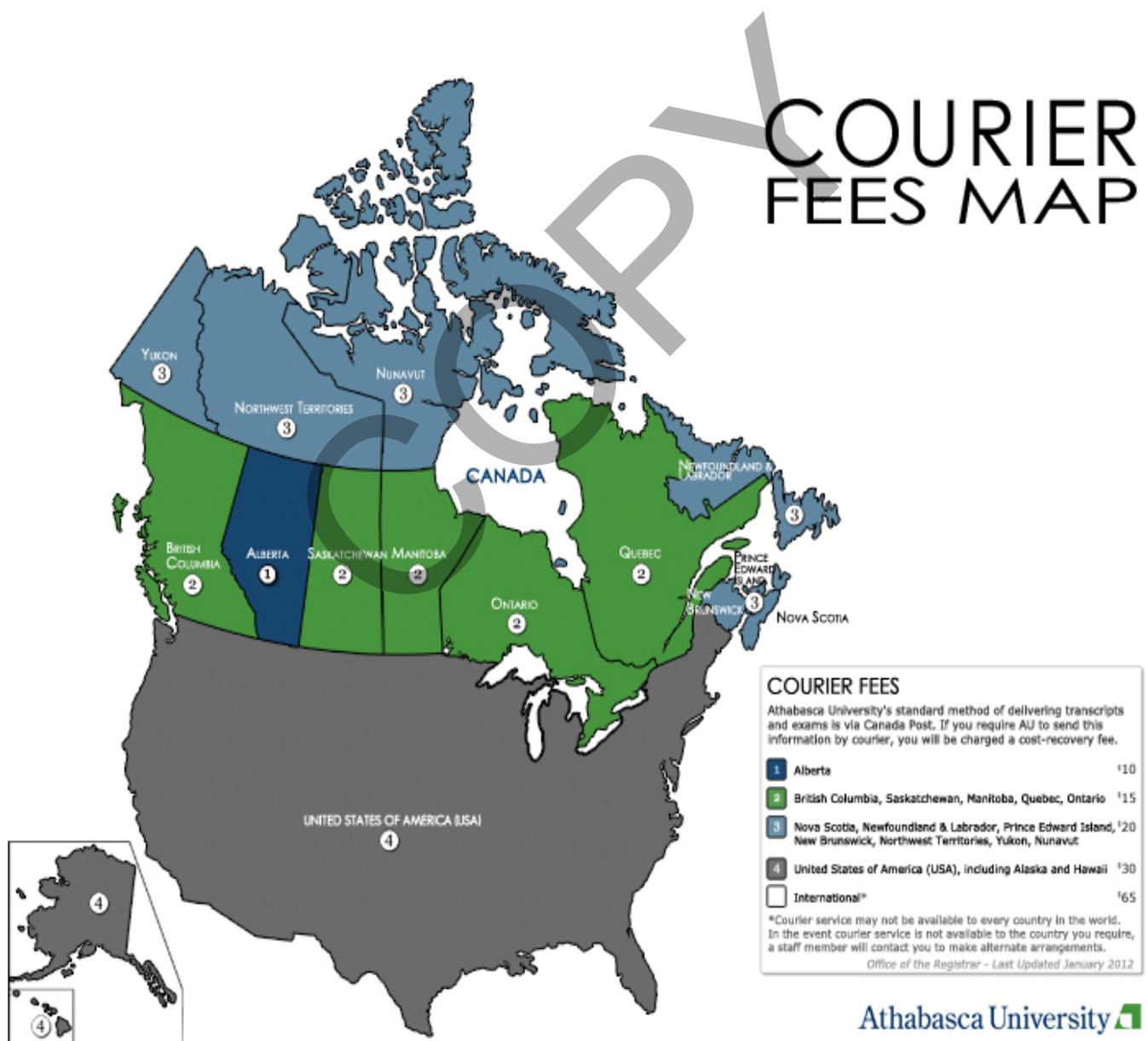
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Undergraduate Fees and Refunds

The following fees are effective for students registering with a start date of September 1, 2015 to August 31, 2016.

7.1.10 Courier Fees



DESTINATION	COURIER FEES
Alberta	\$10
British Columbia	\$15
Saskatchewan	\$15
Manitoba	\$15
Ontario	\$15
Quebec	\$15
Nova Scotia	\$20
Newfoundland	\$20
New Brunswick	\$20
Prince Edward Island	\$20
Northwest Territories	\$20
Yukon	\$20
Nunavut	\$20
United States	\$30
International	\$65

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Undergraduate Fees and Refunds

7.2 Refunds

If you formally withdraw from your individualized study course or your grouped study course, you must follow the regulations in the following sections that apply to you.

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Undergraduate Fees and Refunds

7.2.1 Refunds: Individualized Study Course Tuition

A refund of tuition, less a course withdrawal processing fee, may be granted if you formally withdraw from an individualized study course either before or within 30 days after the course contract start date provided the course final exam (or after all coursework has been submitted for marking, if there is no final exam) is deemed not to have been written and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

The [Undergraduate Course Withdrawal and Refund Policy – Individualized Study](#) states the conditions for a refund of tuition, less a withdrawal processing fee. Complete and submit the [Course Withdrawal Request Form \(Individualized Study\)](#): in person, by fax, by mail, online through the [myAU portal](#), or email. The date of withdrawal will be the postmark on the envelope, the date of the online submission, the date of the email if the form is scanned and [emailed](#), or the University date stamp if the form is hand-delivered or faxed (780.675.6174). No tuition refunds are issued if you withdraw more than 30 days after your course contract start date.

Tuition refunds are processed within approximately 45 days of Athabasca University's receipt of the course withdrawal request. Your refund will be processed according to your method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc.

For information on how a withdrawal request impacts your academic record, please refer to [Individualized Study/Online Courses](#) in the Registration section.

[Course Withdrawal Request Form](#)
[AU Mailing Address](#)

7.2.1.1 Learning Resources Fee Refunds (Individualized)

Study)

Learning resources are items such as texts, student manuals, study guides, reading files and/or other instructional materials such as software and access to online resources. The learning resources fee contributes to the development and procurement for any online resources which may be part of the course (some courses may be entirely online). This fee also covers packaging, shipping, and handling of learning resource materials. You may be required to purchase additional items to complement the course such as binders, calculators, home lab materials, etc., and these are your responsibility.

A refund of the learning resources fee will only be considered if you meet the course refund criteria and the University receives the learning resources complete, unmarked, and undamaged within 30 days of your course withdrawal date. You will not receive a refund for learning resources received by the University outside this time frame (late return).

Note: All returned learning resources become the property of the University and will not be returned to you. Most AU courses include software, and/or software access codes. **If the packaging around the software or the software access code has been opened you will not be eligible for a refund of the learning resources fee. Once opened, the software cannot be re-issued and the material should not be returned.**

To obtain a learning resource refund, complete and submit the Course Withdrawal Request Form (Individualized Study), along with the learning resources eligible to be issued to another student (e.g. returned complete and unmarked, including any unopened software packaging) to:

Athabasca University
Materials Management
Tim Byrne Centre
4001 Highway 2 South
Athabasca, AB, Canada T9S 1A4
Fax no: 780-675.6174

Include your full name, address, and student identification number with any returned learning resources. Your learning resources refund will be processed according to your initial method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc. You are required to pay the postage on any returned materials.

eTextbooks

If the learning resources for the course are only eTexts, the student does not need to do anything further than submitting their withdrawal request. The refund will be automatic if the withdrawal is received within the 30-day withdrawal period.

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Undergraduate Fees and Refunds

7.2.2 Refunds: Grouped Study Course Tuition

You may be eligible for a refund of course fees paid, less a withdrawal processing fee, if you withdraw from a grouped study course prior to and up to 15 days after the course contract start date.

The [Undergraduate Course Withdrawal and Refund Policy – Grouped Study](#) states the criteria for a refund of course fees, less a withdrawal processing fee. Complete and submit the [Course Withdrawal Request Form \(Grouped Study\)](#) in person, by mail to Athabasca University's Office of the Registrar, to the designated area of the facility where the grouped study course is being offered, or by fax (780.675.6174), or scanned and [emailed](#). The date of withdrawal will be the postmark on the envelope, or if the form is hand-delivered or faxed (780.675.6174), the University date stamp.

Refunds are processed within approximately 45 days of AU's receipt of the grouped study course withdrawal request. Your refund will be processed according to your method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc.

For information on withdrawing from a grouped study course, and the impact on your academic record, please refer to [Grouped Study Courses](#) in the Registration section.

[Grouped Study Withdrawal Request Form](#)
[AU Mailing Address](#)

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Undergraduate Fees and Refunds

7.2.3 Credit Balances

Credit balances on your account, except for students who receive financial assistance from the Alberta Student Finance Board (or another provincial program), will be refunded to you or credited to your sponsor, whichever is applicable.

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7.3 Delinquent Accounts

Students with delinquent accounts will have their registration cancelled. A cancelled registration shall constitute withdrawal from all courses and forfeiture of all fees paid to date. Accounts that remain unsettled 25 days after the date Financial Services issues you a written notice are considered delinquent.

If your account is in arrears, you will not receive Athabasca University services, including: examination results, transcripts or records of academic standing, Letters of Permission, evaluation, library borrowing privileges, online computing access, or subsequent registrations until your accounts have been settled.

This policy encompasses all financial obligations due Athabasca University, including those attributable to fees and deposits; non-return of equipment, material, or library books; failure to follow formal withdrawal or cancellation procedures; and any dishonoured cheques returned by the bank.

A returned cheque charge of \$30 will be assessed on dishonoured (NSF, payment stopped, account closed, etc.) cheques.

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Undergraduate Fees and Refunds

7.4 Receipts

When you register in a course, you are issued a confirmation letter that indicates, among other details, the student fees paid. Receipts for payment of fees are not issued unless requested.

If you require a receipt for reimbursement purposes by an employer, or for fees other than those listed in the confirmation letter, you must submit a separate request when you register or contact the Cashier/Accounts Receivable Assistant (1.800.788.9041 ext: 6129). In February each year, receipts for income tax credit purposes are issued.

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7.5 Form T2202A (Tuition and Education Tax Credit)

In Canada, you may be able to reduce income tax payable by claiming tax credits for enrolment in and payment of tuition and academic fees for Athabasca University's credit courses. Each February, the official Tuition, Education, and Textbook Amounts Certificate (form T2202A) will be available to all eligible students in printable format on Athabasca University's website at [myAU](#) portal.

To be eligible for the tax credit, the total of such fees paid to an educational institution in Canada for the year must exceed \$100. Fees paid to the Students' Union and Alumni Relations are not eligible for inclusion in the tuition tax credit.

The calendar year for which the fees are paid, not the date on which the fees are paid, is used to calculate eligible tuition fees. Tuition fees paid for courses that extend beyond the calendar year-end will be pro-rated on the T2202A according to the period of course delivery pertaining to each calendar year. For example, if a course has an October 1 start date and a March 31 contract end date, only 50 per cent of the tuition fee representing the October through December period will be reflected in the current year tax credit certificate. The remaining 50 per cent, representing January through March, will be reflected on the following year's T2202A.

You may be eligible for the Tuition, Education, and Textbook Amounts Certificate tax credit for each month of part-time or full-time registration. For income tax purposes, a full-time student is defined as a person actively registered in a minimum of two credits per month.

Only the initial contract period is taken into consideration in the calculation of student status as reported on your Tuition, Education, and Textbook Amounts Certificate (Form T2202A).

Extensions are not considered in this calculation.

The Tuition, Education, and Textbook Amounts Certificate reflects the number of months of enrolment that are eligible to be considered as part time or full time. Further details concerning the Tuition, Education, and Textbook Amounts Certificate may be found in [Canada Customs and Revenue Agency's](#) (CCRA) Personal Income Tax Guide or by contacting a CCRA district taxation office.

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