FEES

Payment of fees for each course is due before the first class session of the course. Fees may be paid by cash, cheque, money order, credit or debit card (Visa, MasterCard or Interac). Students are encouraged to pay online through their REGIS account so as to avoid long line-ups and wait times. If paying by credit or debit card, please ensure that your credit limit or your daily withdrawal limit is sufficient to make your payment. Note that if the bank declines your payment, or if you give us an incorrect or illegible number, you may be charged a late payment fee. Students who have registered for a course but have not paid its full tuition by the first day of class will be charged a late payment fee of $50.

01 CREDIT TUITION FEE: $470 per credit hour.

02 AUDIT TUITION FEE: $320 per audit hour.

03 ADMINISTRATIVE FEES (NON-REFUNDABLE): $35 registration fee; $50 late registration/payment fee (if registering or paying after 4:30pm on the first day of class) plus interest charged on any outstanding balance each month thereafter at a rate of 8.5% per annum; $10 course drop fee; $50 failure to submit a course change in writing fee; $20 dishonoured cheque fee.

04 SUMMER U-PASS FEE: (see Summer U-Pass section of Contract): $38/month.

05 SUMMER AMS FEE: (newly-admitted students; see Summer U-Pass section below): $83.19.

06 ADDITIONAL COURSE FEES: INDS 525: $575; INDS 535: $675; INDS/THEO 585: $400.

SUMMER U-PASS If you are a returning student who paid Student Fees in either Fall 2014 or Winter 2015, you will be charged the U-Pass fee for each month in which you are registered for 3 or more credit hours (registration is defined as beginning on the first day of class and ending on the assignment due date; see course syllabi for assignment due dates). If you register for 3 or more audit hours (or combination audit/credit hours) in a given month, then the U-Pass is optional; please submit a Summer 2015 U-Pass Opt-In form to opt in. After registering, if you drop below 3 credit hours in a given month, refunds for the monthly U-Pass fee will only be granted if the U-Pass has not been requested OR your course was dropped prior to the first day of the month in which it is valid. See the Summer 2015 U-Pass Information sheet for further details.

If you are a new student admitted for the Fall 2015 term by June 30, 2015 and you register for 3 or more credit hours in Spring or Summer Sessions, you will be required to pay a UBC AMS fee of $83.19, and will be charged the U-Pass fee for each month in which you are registered for 3 or more credits (defined as beginning on the first day of class and ending on the assignment due date; see course syllabi for assignment due dates). Please see the returning students section above for further information.

COURSE CHANGE & REFUND POLICIES

Course Changes must be submitted officially, either online through REGIS or by submitting a Summer Programs Course Change form to Reception. The following deadlines will apply to all courses unless otherwise noted below. A $10 course drop fee is charged each time a course drop request is submitted. See course syllabi for specific refund schedules for LANG courses.

01 The deadline to receive a 100% refund for dropping a course, reducing the number of credits in a course or changing from credit to audit is 4:30pm on the first day of a one-week course, 4:30 pm on the second day of a two-week course, and 4:30pm on the third day of a three-week course.

02 The deadline to receive a 75% refund for dropping a course, reducing the number of credits in a course or changing from credit to audit is 4:30pm on the second day of a one-week course, 4:30 pm on the fourth day of a two-week course, and 4:30pm on the sixth day of a three-week course.

03 There is no refund of any tuition or fees after the 75% refund deadline, but a course may be dropped and credits reduced or changed to audit up until 4:30 pm on the last day of a course.
STUDENT CONTRACT: SUMMER 2015 (CON’T)

SPECIAL DEADLINES

APPL 537, APPL 589, & INDS/SPIR 587: Because Reception is closed on Victoria Day (Monday, May 18), the registration, payment, and 100% refund deadline for these courses is 4:30pm on Tuesday, May 19; and the 75% refund deadline is 4:30pm on Wednesday, May 20.

APPL 587: Because this course is held in the evening, the registration and payment deadline is 7:00pm on the first day of class. Reception will be open from 6:00-7:00pm on Monday, July 20 for students to register and pay. The course also has special drop and refund deadlines of 4:30pm on July 21 (100%) and 4:30pm on July 22 (75%).

APPL 588: Because this course is held in the evening, the registration and payment deadline is 7:00pm on the first day of class. Reception will be open from 6:00-7:00pm on Monday, July 13 for students to register and pay. The course also has special drop and refund deadlines of 4:30pm on July 14 (100%) and 4:30pm on July 15 (75%).

APPL/INDS 731: Because this is a seminar course and students must complete work in advance, the registration and payment deadline is 4:30pm on Monday, June 1. This course also has special drop and refund deadlines of 4:30pm on Monday, June 29 (100%) and 4:30pm on Monday, July 13 (75%); and the course can be dropped without refund until 4:30pm Friday, July 17.

INDS/THEO 585: SEEKING THE SHALOM OF THE CITY: The registration and payment deadline is 4:30pm on Monday, June 29, 2015. The 100% refund deadline for tuition and the additional course fee is also 4:30pm on Monday, June 29. The additional course fee is non-refundable after this date, but tuition is refundable until 4:30pm on Thursday, July 16 (75%), and the course can be dropped without refund until Friday, July 24.

INDS 525: TECHNOLOGY, WILDERNESS & CREATION: The deadline to receive a 100% refund for dropping the course is 4:30pm on Monday, June 1, 2015. Payment deadline for all tuition and fees is also June 1, 2015 (after this date a $50 late fee will be assessed). No refund of any tuition or course fees will be given after June 1, but the course may be dropped without refund until June 15.

INDS 535: FOOD: COMMUNION, COMMUNITY, & CREATION: The deadline to receive a 100% refund for dropping the course is 4:30pm on Friday, April 24, 2015. Payment deadline for all tuition and fees is also April 24, 2015 (after this date a $50 late fee will be assessed). No refund of any tuition or course fees will be given after April 24, but the course may be dropped without refund until May 8.

ACADEMIC POLICIES

Students taking courses for academic credit should expect to invest on average 45 hours of work per credit hour. For most courses, major assignments are due 45 days after the last class. Extensions must be requested through the Registration Office and will be granted only in cases of demonstrated and unforeseen emergency, and if granted, will be subject to a fee and may be subject to a grade penalty. Please consult the Regent College Academic Catalogue available online at www.regent-college.edu, for admissions policies, program requirements, program duration, appeals, rules of conduct and dismissal, and other academic policies and fees.

BULLYING, HARASSMENT AND DISCRIMINATION POLICY

Regent College strives to be an institution free of bullying, harassment and discrimination. By submitting your course registration, you acknowledge that you have read and agree to abide by the Regent College Bullying, Harassment and Discrimination Policy found at www.regent-college.edu/fine-print/harassment-policy, which may be amended from time to time.