



Office of the Registrar – POLICY & PROCEDURES

Subject: Disability - Modified Tuition Fees

Effective Date: January 1, 1993

Latest Revision Date: September 1, 2007

A handwritten signature in black ink, appearing to be "Sharon Kinasz".

Approved by: _____

Sharon Kinasz, Registrar Date: September 1, 2007

Modified Fees Policy: -

George Brown College – Academic Policies, Guidelines & Codes of Conduct, article 7

- Students who have a disability or who are deaf or hard of hearing and are on a modified or extended program are required to pay normal fees for the regular duration of their program provided that they have provided the required documentation to the Disability Services or Deaf Services Offices.
- Students who are required to take additional time to complete their program as a result of their special needs may register for the nominal administrative fee upon presentation of authorization from the Disability Services or Deaf Services Office to the Student Service Centre – Registration Office. This does not apply to the repetition of failed courses but does apply to those Continuing Education courses equivalent to courses listed in the individual student's program in his/her choice of study.

Procedure:

1. Students whose program is modified for learning accommodation purposes, will pay the standard tuition and related fees over the normal duration of a program. College Programs that will be eligible for this accommodation must be approved by the Ministry of Training, Colleges and Universities.
2. Students in a modified program required to take courses beyond the normal duration of that program will pay a reduced fee of \$20.00 per course. This reduced fee is applicable only after the student has paid the standard tuition for the entire duration of the program.
3. Students wishing a modified program are to negotiate a written agreement with the Disability Services or Deaf Services Office, a copy of that agreement is to be maintained in the students' file.

4. Students in a modified program must complete and sign the ***Disability Student Application & Registration Form For Reduced Program Load and Modified Fees***. Copies of the form will be maintained in the Office of the Registrar for audit purposes.
5. Students in a modified program in no way jeopardize his or her “IN GOOD STANDING” status with regard to registration priority when applying for expanded time courses.

6. Determining Eligibility for Reduced Fee

Students are eligible to pay the reduced tuition of \$20.00 per course using the following rules:

- The total tuition fees to be paid before the student is eligible to pay the reduced fee must equal the tuition fees a student completing the same program in the approved duration would pay if taking the program in the same academic years and terms as well as delivery format. This includes any applicable annual tuition fee increases.
- Only the fees paid towards successfully completed courses will be included in the calculation of total tuition fees paid.
 - If a student paid part-time fees for the term in which the failure occurred, the amount of fees paid towards the course is equivalent to what the student paid. This amount will be deducted from the cumulative total of fees paid.
 - If the student paid full-time fees for the term in which the failure occurred, the value of the failed course will be calculated by pro-rating the full-time fees based on student contact hours per course taken in that term. This amount will be deducted from the cumulative total of fees paid.
 - The fees paid towards any courses/semesters from which a student withdraws are not included in the cumulative total of fees paid.
- Students transferring with advanced standing between post-secondary institutions and/or programs must have paid the equivalent in fees as a student undertaking the same program of study in the approved program duration with the same advanced standing before being eligible for the reduced fee
 - The calculation of fees to be paid in order to be eligible for the reduced fee is not calculated in relation to fees already paid. Calculating fees to be paid is to be based on the amount of fees to be paid to complete the program in the Ministry approved duration.
- Students returning to a program after a period of interruption must have their standing first evaluated according to the academic policies of the college to determine their program level. Once this has been determined, they will pay the equivalent in fees as a student undertaking the program of study in the approved program duration entering at the same program level and academic term before being eligible for the reduced fee. This is the same approach to calculating eligibility as for students transferring with advanced standing.
 - As noted above, the calculation of fees to be paid in order to be eligible for the reduced fee is not calculated in relation to fees already paid. Calculating fees to be paid is to be based on the amount of fees to be paid to complete the program in the Ministry approved duration.

A student is required to pay all applicable ancillary fees for each semester in which they are enrolled at a college.