

Subject: Information on Withdrawals and Tuition Refunds

Dear Students,

We are pleased to welcome you back to class tomorrow, and we look forward to seeing you on campus.

The current semester, which was originally scheduled to end in December, has been extended until Tuesday, January 23, 2018 to allow you time to successfully complete your semester. The adjustments to the 2017-18 academic calendar are designed to minimize the changes to the number of weeks of programming in the fall and winter semesters and to make sure you are able to achieve all of your program learning outcomes in a manageable way.

We know that this has been stressful for many of you and that you may be considering withdrawing. We ask that before you choose to withdraw from your semester that you:

- Review your revised course outlines and discuss the outline and class expectations with your professors/instructors.
- Assess your current standing in your courses. We have extended the deadline to withdraw from classes without academic penalty to Tuesday, December 5, 2017. This will ensure that you have time to review your progress and receive feedback from your professors to inform any decisions.
- Inquire about accommodations and supports available to help you successfully complete your semester by contacting your program coordinator, academic school leadership and the support services available on campus.
- Speak to your professor(s), program co-ordinator or associate dean to inquire and understand the full implications of your decision to withdraw.

As per the announcement today by the Ministry of Advanced Education and Skills Development, Humber will provide tuition refunds for students who decide to withdraw from their studies due to the personal impact of the strike. If you wish to withdraw from the academic semester, you will not receive any academic credit for the Fall 2017 semester.

Please be advised that many programs only admit students once per calendar year and there is no guarantee that you will be readmitted to your program for the Winter 2018, Summer 2018 or Fall 2018 intakes. For a thorough understanding of the implications of withdrawing, please speak directly to your associate dean or dean.

If you still wish to withdraw after speaking to faculty/staff at Humber, you must submit an online request via MyHumber (*select Student, Registration, and then Application for Term or Complete Program Withdrawal*). You must complete this request no later than **Tuesday, December 5, 2017** to receive the refund. Please note that only full tuition fees will be refunded; partial tuition fee refunds will not be granted. Refunds for ancillary/mandatory non-tuition fees will vary by program.

If you choose to withdraw from classes within the next two weeks, there will be no academic penalty nor will your studies this semester be recorded on your transcript.

Please note that if you received OSAP and are choosing to withdraw from your program, your tuition refund will be sent to the National Student Loan Service Centre and used to pay down your OSAP debt directly. OSAP recipients with any questions should contact the Financial Aid

Office at finaid@humber.ca.

We urge you to speak to your dean and/or associate dean if you have questions or concerns about your course completion plans. We are committed to student success and there is a wide range of campus and academic support services available to help you. Please visit wegotyou.humber.ca for more information.

Thank you again for your patience during the strike. Everyone at Humber is excited to work with you over the coming weeks to ensure a successful completion to your semester, and for some of you, a successful conclusion to your studies at Humber.

Thank you,

Office of the Registrar
Humber College Institute of Technology and Advanced Learning