

CO-OP FEES

Information for co-op students in **PEP**

All fees at Wilfrid Laurier University are:

- Payable at the WLU Business Office, prior to the beginning of the next academic term
- Subject to an interest penalty (currently 1.25% per month) on overdue accounts
- Assessed on a per academic term basis
- Outlined in the WLU Undergraduate Calendar under "Fees"
- Subject to Board of Governors' approval and may change without notice
- Reviewed annually, with modifications applied to fall term fees.

Payment of Co-op Fees

The co-op fee is assessed to recover a portion of the overall costs of maintaining Laurier's co-operative education programs and promoting the programs to employers. Co-op fees become part of the general operating funds of the University. The Department of Co-operative Education is assigned a budget to cover salaries, travel, postage, telephone charges and other expenses. The University does not receive government assistance to offer co-op. All Laurier Co-op students pay a two-term fee before their first work term.

- The fee is currently assessed at \$929.35, as of July 1, 2009 and is payable in three instalments
- For third year, the fall term fee (\$271.80) is due no later than two weeks following the deadline for acceptance of your co-op offer
- For third year, the winter term fee (\$271.80) will normally be billed in November and due in December, prior to the beginning of the academic term
- The final instalment fee (\$385.75) will be billed once you successfully complete the 3-month probationary period with your employer.

Refund Policy

Should you withdraw from co-op, the fee will be refunded on a pro-rated basis as described below. (This policy applies even if there has been any delay in the billing of the fee.):

Third Year Students:

Fall Term 2009

- 100% of the fall term fee is refunded within two weeks following the deadline for acceptance of the co-op admission offer
- 45% of the fall term fee is refunded between the deadline for acceptance of the co-op admission offer and Nov. 2, 2009
- 0% of the fall term fee is refunded after Nov. 2, 2009

Third Year Students:

Winter Term 2010

- 100% of the winter term fee is refunded within three weeks of the first day of classes
- 45% of the winter term fee is refunded between this date and three days following the posting of the rank/match results
- 0% of the winter term fee is refunded after this date

Third Year Students:

Work Term 2010

- This instalment is not refundable as it is invoiced upon successful completion of 3-month probationary period.