

NVIT POLICY MANUAL



POLICY TITLE & NO.: Fees and Charges for Instruction
EFFECTIVE DATE: October 10, 1995
REVISED DATE: April 19, 2013
APPROVED BY: Board of Governors
RESOLUTION NO.: B13/32

POLICY

Student tuition fees for all programs except General Interest programs shall be as set out on Schedule “A” attached, and shall be reviewed each year, subject to approval of the Ministry of Advanced Education. Fees for General Interest Programs shall be annually adjusted to cover the direct costs of such a Program.

SCHEDULE “A”:

This fee schedule will remain in effect until amended in the manner prescribed by the College and Institute Act and by NVIT By-Law 1.11(A). Fees are subject to revisions by the NVIT Board of Governors each year. Any revisions in fees will come into effect for the Fall Semester.

<p style="text-align: center;">Fee schedule for credit courses within the funded program profile (Effective 2013 Fall semester)</p>
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Full- & Part-Time Tuition and Fees

Academic (first & second year levels) and Career/Technical Programs

Tuition per credit.....\$77.64

Academic (third & fourth year levels) Programs where tuition is paid to NVIT

Tuition per credit.....\$112.30
(or as per NVIT’s affiliation agreement with the degree granting institution)

Access to Practical Nursing and Practical Nursing Programs

Tuition per credit.....\$80.25

College Readiness Program There is no tuition fee for Adult Basic Education courses.

New Programs Tuition for programs introduced after 2003-2004 may be established at higher levels than the above rates.

Seniors (age 60 +) May be waived subject to the “Institute Fees, Senior Citizens” policy – C.3.15. *Note: Students must pay all assessed “Other Fees”.*

Directed Studies and Prior Learning Assessment Recognition Students

Tuition per credit is based upon the tuition per credit for the course(s) (as per the schedule above) either being delivered through directed studies methodology or through the prior learning assessment recognition process. Lab fees are also assessed for courses involving lab work.

International Students

Tuition per credit.....\$328.97
(for international students each College Readiness/Adult Basic Education course is considered equivalent to 3 credits for tuition calculation purposes)

Other Fees**Lab/Studio Fees**

Science Courses.....\$30.00 per course (Credit and non-credit)
Computer Courses.....\$30.00 per course (Credit and non-credit)

Student Society Fee per course (maximum \$60/semester).....\$20.00

This fee is non-refundable and is established by the Student Society. The NVIT Student Society passed, via referendum on February 16, 2011, a motion that NVIT collect on behalf of, and remit to, the NVIT Student Society, any and all Student Society Fees for all registrations that occur on or within 100 km of the NVIT Merritt or NVIT Burnaby campuses. Fees are also levied on course work delivered via directed studies and prior learning assessment recognition. NVIT Continuing Studies courses are exempt from NVIT Student Society fees.

U-Pass – Universal Transit Pass per month\$30.00

The NVIT Student Society passed, via Referendum on February 16, 2011, a motion for NVIT students enrolled in courses within the metro-Vancouver region to participate in the UPASS BC program with the Ministry of Transportation, Translink, and the other public metro-Vancouver post-secondary institutes. The UPASS BC program is mandatory for all NVIT students enrolled in NVIT courses within the metro-Vancouver region who are also:

- Enrolled in a course of at least 21 days duration (as per course start and end dates); **and**
- Assessed the Student Society fees; **and**
- Enrolled in a course that is either a minimum of 3 credits **OR** if College Readiness is a minimum of 12 hours per week.

Should learners opt to take courses delivered via Directed Studies and/or Prior Learning Assessment Recognition, and should those courses also meet all of the criteria above, then learners will be assessed the UPASS BC fees on the registration for the directed studies and/or prior learning assessment recognition course(s).

NSF Cheque Charge	\$20.00
This will be charged on all dishonoured cheques.	
Fax Transmission Service	\$1.00 per page for receiving
.....	\$2.00 per page for sending

Tuition and Fee Payment Due Date

Payment of tuition and fees are due according to the dates specified in NVIT's Schedule of Events, published annually in the NVIT Program Calendar. Provision of written confirmation of sponsorship, from an NVIT approved community, agency and/or organization for tuition and fees must be provided by the published tuition and fee deadline. In the absence of sponsorship, NVIT tuition and fees can also be paid by the published tuition and fee deadline by Passport to Education, cash, Interac, direct payment, credit card, money order, and cheque. Cheques are acceptable *only* upon prior approval from the Manager, Finance.

Tuition and Fees for all semester coursework that commences after the regular semester start-up as specified in NVIT's Schedule of Events, published annually in the NVIT Program Calendar, are due at the time of registration. This includes all NVIT Student Society Fees and UPASS BC fees.

Tuition and Fees for all registration in courses through Directed Studies and/or Prior Learning Assessment Recognition are due at the time of registration.

Learners with overdue tuition and fees will be withdrawn from all coursework. Learners with unpaid accounts continue to be responsible for the outstanding tuition and fees after they are withdrawn. Learners will not be able to access grades or transcripts, and/or register in other courses until all overdue tuition and fees are paid.

Refund Policy

All refunds are subject to the Refund of Fees Policy – C.3.12

Income Tax Receipts

An official receipt for income tax purposes will be available to eligible students by the end of February of each year. Refer to the Canada Revenue Agency Information for Students on their website as www.cra-arc.gc.ca

Fee schedule for credit courses in addition to the funded program profile, and for non-credit courses.

Courses will be offered for fees which are sufficient to cover all costs of delivery, including administrative overhead charges determined according to Board Policy.