

Bylaw History
Bylaw No. 4
Approving Jurisdiction: Board of Governors
Original Effective Date: November 16, 1982
Revised Date: January 31, 2024

Bylaw No. 4

Fees

1. Pursuant to the *University Act*, program or course fees and charges to be paid to the University by students shall be determined and/or revised by the Board of Governors. The rates effective September 1, 2024 are included below.
2. Tuition fee structure for domestic students¹
 - a. Credit based programs, excluding graduate level programs:

Category	\$ / credit	
1	\$159.65	<ul style="list-style-type: none"> ▪ Existing courses as at September 1, 2011 will remain in Category 1.² ▪ Accessible Education and Training courses.
2	\$192.91	<ul style="list-style-type: none"> ▪ Education Assistant Program courses. ▪ New courses developed for degrees/programs in Faculties such as Business and Arts.
3	\$215.48	<ul style="list-style-type: none"> ▪ Bachelor of Design, Product Design courses. ▪ New courses developed for programs that incorporate smaller classes, labs, and/or studios, e.g. Design, Science, Horticulture and Health.
4	\$246.61	<ul style="list-style-type: none"> ▪ Health Unit Coordinator courses. ▪ New online courses developed for degrees/programs and other specialized programs. ▪ Diploma in Front-End Development for Interactive Application courses.

¹ Courses eligible as “new” for the purposes of this Bylaw (including courses designated as online) are courses assigned newly designated subject codes accompanying Ministry-approved programs not previously offered by KPU. New courses approved by Senate that bear a pre-existing subject code are not considered “new” for the purposes of this Bylaw (unless they are being newly classified at a different academic level).

² With the exception of the Health Unit Coordinator and Education Assistant Programs.

e. Credit based graduate level programs:

Category	\$ / credit	
1	\$402.03	<ul style="list-style-type: none"> ▪ Graduate Diploma in Business Administration-Green Business courses. ▪ Graduate Diploma in Business Administration-Global Business courses.
2	\$639.35	<ul style="list-style-type: none"> ▪ Graduate Certificate in Sustainable Food Systems and Security courses.

3. Other fees and charges for domestic students:

a. Student fees for libraries, technologies and student life	7% of tuition
b. Application fee	\$40.00 No charge for self-declared Aboriginal applicants
c. Transcript fee	\$10.00 per transcript
d. Appeals	\$15.00
e. Confirmation deposit	Domestic applicants are required to remit a non-refundable \$250.00 confirmation deposit to signify acceptance of an offer of admission to open intakes and a \$500.00 confirmation deposit to signify acceptance of an offer of admission to a limited intake program. If the student registers this fee will be applied towards the full tuition fees assessment, thereby reducing the total fees owing.
f. Graduation fee	No charge

4. Prior Learning Assessment and Recognition (PLAR):

- a. Students receiving PLAR credit awarded for individual course(s) will be charged the domestic rate of tuition based on the fee category for the assigned course.
- b. Students receiving PLAR credit(s) as a result of a competency-based assessment will be charged an assessment fee of \$750 or the cost associated with the resulting credit at the domestic rate of tuition based on the fee category for the assigned course(s), or whichever is the lesser of the two.
- c. Students receiving PLAR credit for coursework previously completed at KPU in a different academic level may be exempt from PLAR fees, with approval of a PLAR advisor/assessor and the relevant Dean. Where a previous assessment is on file as precedent, a flat fee of up to \$750 may be assessed at the discretion of the Dean with approval of the Chief Financial Officer.

5. Continuing and Professional Studies:

Fees and charges will be assessed by the appropriate Vice President.

6. Service charges:

All discretionary fees will be determined by the appropriate Vice President (e.g. duplicate tuition receipt charge, NSF cheque/stop payment charge, calendar charge, rush documents, graduation late fee, document evaluation fee, external invigilation charge, supplementation exam fee, library card replacement fee, cheque replacement fee, etc.).

7. Co-operative Education Work Term for both domestic and international students:

All Co-operative Education Students	Tuition	Student Fees (LTSD)
Full-time work terms	\$718.42 per work term	7% of tuition

- a. The tuition fee for a Co-operative Education Work Term is a flat fee per work term. This is equivalent to 4.5 credit hours based on the amount per credit in category 2. a.1. Note however, the student will be awarded the equivalent of 9 credit hours.

8. International student fees

- a. International student tuition fees for credit based programs, excluding graduate level programs:

Category	\$ / credit
1	\$726.42 / credit

- b. International student tuition fees for English Upgrading (ENGQ) and English Language Studies (ELST)

Category	\$ / credit
1	\$402.04 / credit

c. International student tuition fees for credit based graduate level programs:

Category	\$ / credit	
1	\$726.42	<ul style="list-style-type: none"> ▪ Graduate Diploma in Business Administration-Green Business courses. ▪ Graduate Diploma in Business Administration-Global Business courses. ▪ Graduate Certificate in Sustainable Food Systems and Security courses.

d. International student tuition fees for fixed term programs:

Category	\$ / credit
1	\$726.42 / credit

9. Other fees and charges for international students are as follows:

a. Student fees for libraries, technologies and student life	7% of tuition
b. Application fee	\$120.00
c. Transcript fee	\$10.00 per transcript
d. Appeals	\$15.00
e. Confirmation deposit	<p>International applicants are required to remit a non-refundable \$5,000 confirmation deposit to signify acceptance of an offer of admission.</p> <p>If the student registers, this fee will be applied towards the tuition fees assessment, thereby reducing the total fees owing.</p>
f. International tuition deposit	<p>Continuing international students are required to remit a non-refundable \$2,200 international tuition deposit to signify their intent to register in classes for the upcoming term.</p> <p>Once an international student registers for courses, the international tuition deposit is applied toward the account balance, thereby reducing the total fees owing for the term.</p>
g. Graduation fee	No charge