

## TUITION AND FEES

Carey Theological College tries to keep fees at a level that will permit most qualified persons to attend. The fees incurred by students meet only a portion of the total cost of providing education and operating the college. We are grateful for the support of the churches of the Canadian Baptists of Western Canada, foundations, and interested friends.

Course registration and tuition is due two weeks prior to the start of class. If students are unable to meet this deadline, it will be necessary for them to submit a letter of appeal to the Office of the Registrar. Payment plans can be negotiated with the Registrar's office as needed.

<b>Tuition</b>	Doctoral	Graduate
Course Registration Deposit ( <i>non-refundable</i> )	\$100	\$100
Tuition ( <i>per credit hour</i> )	\$420	\$320
Guided Study ( <i>per credit hour</i> )	\$420	\$320
Audit ( <i>per credit hour</i> )	\$245	\$160
Context-Based Praxis	\$1025	-
Supervised Ministry/Practicum ( <i>6 credits</i> ) ( <i>per credit hour</i> )	-	\$280
Doctoral Project ( <i>5 credit hours</i> )	\$2,100	-
Course Registration Deposit for CSF 500/600/610 ( <i>non-refundable</i> )	-	\$250
Centre for Spiritual Formation Retreats <i>Accommodations &amp; meals of \$1200 are included in the price for each course. Regular tuition is charged.</i>	-	CSF500: \$3,120 CSF600: \$3,120 CSF610: \$3,880
<i>*CSF 600 is for students enrolled in the CSF program. CSF 610 is for students enrolled in the MASF program, or students who anticipate applying to MASF in the future.</i>		

<b>Program Fees</b>	Doctoral	Graduate
Application Fee ( <i>non-refundable</i> )	\$65	\$65
Transcript Evaluation Fee	\$100	\$100
Prior Learning Assessment Evaluation Fee	\$300	\$200
Prior Learning Assessment Fee	\$50	\$50
Course Transfer ( <i>per credit</i> )	\$50	\$50
Orientation Seminar ( <i>DMin: 1 credit hour &amp; includes acceptance/file fees</i> ) ( <i>MDiv: includes lunches but not accommodation</i> )	\$610	\$420
Course Change Fee	\$10	\$10
Late Payment Fee	\$55	\$55
Dishonored Cheques	\$50	\$50
Official Transcript	\$10	\$10
Graduation Fee	\$110	\$90
Graduation Certificate Replacement	\$25	\$25
Continuation Fee ( <i>extension of program</i> )	\$275	-
DMin Thesis Extension Fee	\$1,500	-
Leave of Absence Fee ( <i>interruption of program</i> )	\$275	-
Project Binding, Placement in Library/TREN and Microfilm fee ( <i>Includes 3 bound copies; 2 for Carey and 1 for the student. Students are responsible for extra personal copies.</i> )	\$170	-
Reread Fee ( <i>If project report is rejected/failed and has to be rewritten</i> )	\$250	-
Profiles of Ministry ( <i>5</i> )	-	\$85 (each stage)
Extension fee for Baptist Identity	-	\$75

## COURSE REFUNDS

Course registration deposits are non-refundable. However, the course registration deposit will be credited to the student's account if the student withdraws from the course 10 days before the start date of the course. If the course withdrawal is within 10 days of the beginning of the course, then the course registration deposit will be forfeited by the student.

Unless otherwise stated, the tuition amount (excluding the non-refundable deposit) that may be refunded for withdrawing from a course after the start date is as follows:

<b>COURSE TYPE</b>	<b>REFUND AFTER DEPOSIT</b> <i>(refund of balance of course tuition paid by the student after non-refundable deposit)</i>
Online or Hybrid courses (12 weeks or longer), except CSF 500, 600, 610	100% within 1st week 75% within 2nd week 50% within 3rd and 4th week
On-site courses, weekend courses and CSF 500, 600, 610	100% on day 1 75% on day 2

- If a different refund policy is stated in the syllabus for a course, that refund policy will take precedence.
- No further refunds are available after these dates.
- Students must notify the Office of the Registrar if they are withdrawing from a course.
- There will be a full refund for any cancelled courses.

## PAYMENT, LATE PAYMENT & OUTSTANDING ACCOUNTS

Payment of all fees and tuition must be in Canadian dollars. Cheques, bank drafts, postal money orders, Visa, MasterCard, or Debit are acceptable forms of payment.

Two payment options are available to all students:

Option A - One Payment: All tuition is due and payable two weeks prior to the first day of a course.

Option B - Two Payments: 50% tuition is due two weeks prior to the first day of a course. Remaining 50% is due 5 weeks after the semester begins (half way through the course). Students will not have access to Connect until the first payment is received. Option B charges no interest or finance fees if the payments are received on time. If payment is received late, interest of 18% per annum is charged, calculated from first due date. Students may also incur a Late Payment fee calculated at 10% of the balance owing and up to a maximum of \$55.

Note: If there is any outstanding indebtedness to the College, degree parchments, transcripts and grade reports will not be released until such matters have been cleared with the Office of the Registrar. Students are expected to clear their account balance before next term. Under extenuating circumstances extension may be applied for through the Registrar's Office, up to a maximum of 12 months.