

Refund Rules - Admission Deposit

Updated October 2022

Full Refund

Study Permit Denial: If your application for a Study Permit was denied, you are eligible for a full refund of your Admission deposit, less any outstanding charges or required fees.

Other Reasons: UNBC recognizes there may be other reasons why a full refund is requested. UNBC reserves the full-right to determine a student's eligibility to receive a refund and may require additional information.

Apply for a refund: You will need to complete a Refund Application package and include all required documentation. Please [click here](#) to download a Refund Application Package.

Administrative charge: For all refund requests, a \$150 charge will apply.

Partial Refund

If you applied for May 2023 or later, the deposit is non-refundable except in cases where a study permit application has been denied.

If you applied before May 2023 and you decide to not come to UNBC after you have paid your Admission deposit, you may be eligible for a partial refund on you Admission deposit.

Apply for a refund: To request a refund, you will need to complete a Refund Application package and include all required documentation. Please [click here](#) to download a Refund Application Package.

Refund Amount: The total amount refunded will depend on the date when you apply for the refund AND with a complete Refund Application Package. Only complete Refund Application Packages will be reviewed. To see our Refund Schedule please [click here](#).

Deferrals

If you wish to defer your start at UNBC, please [click here](#) for information on deferrals.

If your request for a deferral is approved, UNBC will hold 100% of the Admission deposit. The Admission deposit will be forfeited if you do not register and begin classes within one calendar year of the start date noted in the original Letter of Acceptance. You will still be eligible for a refund in the event your study permit is denied.

Processing Fee - Refund Request

All refund requests will be charged a \$150 non-refundable administrative fee.

Refunds – Other Information

- Incomplete refund applications will not be processed and will be deleted.
- Refund requests will be processed in the order they have been submitted and will be completed pending receipt and verification of accompanying documentation.
- Due to the high volume of refund requests, UNBC cannot provide updates on refund status.
- Students applying under the Student Direct Stream (SDS) will be eligible for a refund on their tuition payment less the deposit amount. See [Refunds Questions and Answers](#)