

## Update: Register with Tuition Exemption on Basis of Progress Delays due to COVID-19

---

### The General Intent of the Tuition Exemption

The general intent of the ***Register with Tuition Exemption on the basis of progress delays due to COVID-19*** is to support students whose ability to complete their program was significantly impeded for reasons directly related to the COVID-19 pandemic (see SGS' COVID-19 FAQs: [https://www.sgs.utoronto.ca/covid19/#section\\_0](https://www.sgs.utoronto.ca/covid19/#section_0)). The exemption was introduced to help students who were registered, paying fees and would have otherwise completed their degree before fall 2020 if not for the global pandemic. The tuition exemption will allow the student to register for the fall 2020 semester without paying tuition fees in order to complete their degree. The overall notion being that the student would have completed their degree before fall 2020 if not for the pandemic and therefore should not pay more tuition fees than they would have normally paid. (*Note: students will still be responsible for mandatory non-tuition fees such as incidental, ancillary, and system access fees, and will be subject to services charges on unpaid fees as per the University's regulations*).

The student's department, along with supervisor and thesis committee (in the case of coursework only students, program coordinator and/or advisor or equivalent) are best suited to determine student progress prior to COVID-19 and the level of disruption caused by pandemic-related impacts that impeded the student's completion. The department must attest to the fact that all other feasible alternative academic activities have been completed and that the student's revised research plan (in the case of coursework only students, the required course(s), experiential learning/internships/practicum) can be completed with one additional session of registration.

The applications to Register with Tuition Exemption will be accepted in phases corresponding to the extra semester required for students to complete their degree. For now, we are accepting applications for the fall 2020 semester only. However, it is important for students who experienced delays due to COVID-19 to document the causes of these delays for their future application.

Please note that the tuition exemption is based on the premise that you have no other funding towards tuition or other substantial funding, valued at approx. \$8,000 (i.e. Tri-council/OGS awards, GA, TA or RA) during the 2020-21 academic year. Should you receive funding in excess of \$8,000 from other sources, the tuition exemption will be withdrawn. For students enrolled in programs in which there are minimum degree fees, these will still apply and be charged.

## Eligibility Criteria for Research Stream Students applying for Fall 2020 Tuition Exemption

- (1) The student was registered and paid fees during winter 2020.
- (2) The tuition exemption is one time only and can only be applied to the fall 2020 semester.
- (3) The student is beyond their Program Length (see chart below).
- (4) The student is outside the funded cohort and will receive no other funding towards tuition or other substantial funding, valued at approx. \$8,000 (i.e. Tri-council/OGS awards, DCA, GA, TA or RA) during the 2020-21 academic year as confirmed by the Student Funding Office.
- (5) The student was making good progress with their thesis/dissertation prior to COVID-19 and data collection or access to necessary sources has been significantly impeded due to pandemic-related impacts (e.g., labs closed, fieldwork cancelled, access to materials, archives or library sources has been impeded, personal circumstances). This disruption has been documented and verified by the thesis committee as attested by the student's supervisor in the COVID-19 mentoring record distributed in 2020.
- (6) Additional work is needed before the thesis/dissertation can be defended (e.g., insufficient data or material) or before the major research paper is completed. This additional work would NOT have been needed except for COVID-19 related issues.
- (7) The revised research plan will require one additional session of registration for fall 2020. GLOs may communicate directly with the student and their supervisor to get additional information as necessary to ensure that thesis students are indeed in their final semester this fall.
- (8) All feasible alternative academic activities (e.g., writing sections of dissertation or publications, coursework, professional development) have been completed.
- (9) The supervisory committee agrees that conditions (5) through (8) have been met.
- (10) The department reviews all criteria and approve in order for the student to receive this tuition exemption.

### Application Process

1. Research stream student fills out Mentoring form and ensures it is up-to-date:  
<https://apps.sgs.utoronto.ca/forms/form/create?formCollectionName=SGS%20COVID-19%20Mentoring%20Meeting%20Record&step=1>
2. Research stream student fills out and signs the tuition exemption form on DocuSign:  
[https://www.oise.utoronto.ca/orss/COVID-19\\_Support\\_to\\_Students.html](https://www.oise.utoronto.ca/orss/COVID-19_Support_to_Students.html)

## Eligibility criteria for students in coursework-only programs (including Internship/practicum requirements) applying for Fall 2020 Tuition Exemption

- (1) The student was registered and paid fees in winter 2020.
- (2) The tuition exemption is one time only and can only be applied to the fall 2020 semester.
- (3) The student is beyond their Program Length (see chart below).
- (4) The student will receive no other funding towards tuition or other substantial funding, valued at approx. \$8,000 (i.e. Tri-council/OGS awards, GA, TA or RA) during the 2020-21 academic year.
- (5) The student was making good progress prior to COVID-19 and should have completed the program before fall 2020 and academic activities or access to necessary resources has been significantly impeded due to pandemic-related impacts (e.g., required courses or experiential learning activities have been cancelled or deferred, or personal circumstances).
- (6) Where courses have been canceled, this disruption has been documented by the graduate unit. In the case of delays caused by personal circumstances, the student must complete a Personal Impact Statement and submit it to their Program Coordinator, Advisor or equivalent. The Program Coordinator, Advisor or equivalent reviews the personal statement prior to recommending the tuition exemption.
- (7) Completion of outstanding academic activities will require one additional term, fall 2020, beyond the program length of their degree program.
- (8) The Program Director, Coordinator or equivalent of the student's home graduate unit agrees that conditions (1) and (7) have been met before seeking departmental approval.

### Application Process

1. Coursework only student fills out a Personal Impact Statement (see below), signs the form and forwards it to their Advisor, Program Coordinator or equivalent (in cases where a Program Disruption would have been declared, students will not need to fill out this form. We will apply the tuition exemption to the impacted students).
2. Coursework only student fills out and signs the tuition exemption form on DocuSign:  
[https://www.oise.utoronto.ca/orss/COVID-19\\_Support\\_to\\_Students.html](https://www.oise.utoronto.ca/orss/COVID-19_Support_to_Students.html)

## For Research Stream Students who may need to apply in the Future for a Tuition Exemption

1. Students are advised to fill out the Mentoring form. Students should be encouraged to be as detailed as possible in describing the pandemic related impact that has impeded their progress.
2. Departments may set internal deadlines for those wishing to apply for winter 2021 or fall 2021 tuition exemptions, however, please await future guidance on the process for applying for tuition exemptions for winter 2021 and beyond. At this time, we advise students to document the impact of the pandemic on their progress on the Mentoring form.

## For Coursework Only Students who may need to apply in the Future for a Tuition Exemption

1. The modalities for coursework only students to apply to register with tuition exemption on Basis of Progress Delays due to COVID-19 will be determined at a later date. As more information becomes available, we will provide update. At this time, we can only advise students to document the impact of the pandemic on their progress.

## Program Length

**Disclaimer:** Program lengths listed below are from the 2020/21 SGS Calendar and can vary based on the program requirements found in a student's original offer of admission. Minimum degree fees are based on the student's original offer of admission and not this chart.

### APHD

Degree	Status	Program Length (sessions)
PhD (DPE)	FT	12
PhD (SCCP & CCP)	FT	15
PhD Flex	FT	18
EdD (CCP)	FT	15
EdD (CSE & CP)	FT	12
MA (DPE)	FT	3
MA (SCCP & CCP)	FT	6
MA (CSE)	FT	5
MEd (DPE & GlobMentHlth)	FT	4
MEd	FT	5

### APHD

Degree	Status	Program Length (sessions)
MA (CCP)	PT	10
MEd (CP & DPE)	PT	10

### CTL

Degree	Status	Program Length (sessions)
PhD	FT	12
PhD Flex	FT	24
PhD Flex (LLE)	FT	21
MA	FT	6
MT	FT	5
MEd	FT	4

### CTL

Degree	Status	Program Length (sessions)
MA	PT	10
MEd	PT	10

**LHAE**

<b>Degree</b>	<b>Status</b>	<b>Program Length (sessions)</b>
PhD	FT	12
PhD Flex	FT	18
EdD	FT	12
MA	FT	6
MEd (Major Paper)	FT	5
MEd	FT	4

**LHAE**

<b>Degree</b>	<b>Status</b>	<b>Program Length (sessions)</b>
EdD	PT	18
MA	PT	10
MEd	PT	10

**SJE**

<b>Degree</b>	<b>Status</b>	<b>Program Length (sessions)</b>
PhD	FT	12
PhD Flex	FT	18
EdD	FT	12
MA	FT	6
MEd (Thesis)	FT	6
MEd (Major Paper)	FT	5
MEd	FT	4

**SJE**

<b>Degree</b>	<b>Status</b>	<b>Program Length (sessions)</b>
EdD	PT	18
MA	PT	10
MEd	PT	10

# Personal Impact Statement for Coursework Only Students

For the purpose of applying for the Fall 2020  
Registration with Tuition Exemption due to COVID-19

Student Name:

Student Number:

Program:

Degree:

Year in Program:

1) Describe the pandemic related impact that has delayed your progress in the program. Was there a required course that was supposed to be offered and then was cancelled? If so, what was the course? Did you have an experiential learning activity, practicum or internship experience that was cancelled, delayed or rescheduled? Were you on track to complete your degree before fall 2020 and personal circumstances directly related to COVID-19 impeded your ability to complete your degree?

2) Describe how you plan to complete your program in the fall 2020 semester.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Program Coordinator/Advisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_