

5.7.2 – International Tuition, Fees, and Refund Policy

Section:	Academic	Approved:	August 1, 2023
Subject:	International Tuition, Fees, and Refund	Reviewed:	September 1, 2025
Policy:	5.7.2	Revised:	September 1, 2025
Policy Owner:	Directors – Academic	Next Review:	September 1, 2026
Approval Authority:	President and CEO		

Policy Statement

Carlton Trail College will collect funds for applications, tuition, books, student fees, and learning materials fees from international students. This policy applies to all programs accepting international students. Tuition and fee amounts may change at any time.

Purpose

This policy establishes the procedures for charging tuition and fees to international students and for calculating applicable refunds.

Scope

This policy applies to all programs accepting international students with payment to Carlton Trail College. In addition, this policy is in place for international students only. Domestic student tuition, fees, and refunds are covered by *5.7.1 Domestic Tuition, Fees, and Refund Policy*.

Principle

Tuition for international students is set, taking into account the following principles:

- Sustainable differential fees across courses, programs, or other types of training to reflect cost of delivery and/or demand
- Quality and enhanced excellence in our academic programs, research, student services and institutional supports
- Transparency and appropriate consultation and communication when setting all tuition and related fees

Definitions

Domestic Student: Canadian citizens and permanent residents (landed immigrants), including refugees with approved claims.

Sponsored Student: A domestic student that has a third-party agency paying tuition and fees on their behalf.

International Student: A student with a valid permit to study in Canada.

Exceptional Circumstances: Unforeseen or unconventional hardship.