

For Information

S.94-33

SIMON FRASER UNIVERSITY

Office of the Vice-President, Academic

MEMORANDUM

TO: Senate

FROM: J.M. Munro
Vice-President, Academic

SUBJ: Revised Tuition Refund Policy

DATE: March 7, 1994

The attached report concerning the effects of the revised tuition refund policy in the 94-1 semester is provided for the information of Senate.


J.M. Munro

SIMON FRASER UNIVERSITY

MEMORANDUM

TO: J.M. Munro
Vice President, Academic

FROM: Walter Wattamaniuk
Director, Analytical Studies

RE: Tuition Refund Policy

DATE: February 15, 1994

At its September 28, 1993, meeting, the Board of Governors approved changes to the tuition fee refund policy for the 1994-1 semester. These are outlined on Attachment 1. The purpose of this memorandum is to provide you and the Board with information on the results of the policy for 1994-1.

In summary, the application of the policy was very successful. Some of the effects were as follows:

1. Throughout the period of telephone registration prior to the start of classes, students consistently registered in 7% fewer courses than they would have under the old policy. We believe they did this to avoid penalties for courses they intended to drop later. Attachment 2 illustrates the evolution of the average course load by day of registration for both 94-1 and for 93-1. Note that average course loads were identical at the end of the third week of classes but the peak in average course load during teleregistration was greatly diminished in 94-1. Because of this, we estimate that roughly 3,500 more course places were freed up over the course of the registration cycle and became available for distribution over a wider pool of students.
 2. The first week of classes in 1994-1 saw a total of 3,300 course drops balanced by 3,800 course adds in the same period. In 1993-1, under the old policy, there were 6,300 course drops in the first week and only 4,800 course adds.
 3. In the first three weeks of classes in 1994-1, there were a total of 4,900 course drops and 5,300 adds. By contrast, in 1993-1 there were 9,400 drops and 6,700 adds.
 4. Because of the greater number of course places available, students were able to access courses much more successfully. Using a measure that counts courses that students are turned away from, we found that in 1993-1, students were turned away from 2.3 full courses on average. In 1994-1, this had declined to 1.3 full courses.
- 1.

5. We also count the number of full upper division courses that approved majors in programs are turned away from. This number has declined from 2.7 in 1993-1 to 1.7 in 1994-1.
6. Overall in 94-1, 60% of all undergraduates were able to get courses without being turned away. By contrast, only 49% of students were able to do so in 93-3.

In total, about 1,650 students were affected by the policy this spring. The number of appeals has increased. We expect about 250 appeals in 94-1 compared to about 80 in 93-1.

While the policy was intended to be revenue neutral, it appears that about \$96,000 in additional tuition fee revenue will be generated in 94-1 because of the penalties for course drops. This will decrease as appeals are received by the Registration Appeals Committee.

WJW:cr
Attach.

A handwritten signature in black ink, appearing to be 'WJW', is located to the right of the typed name 'WJW:cr'.

Attachment 1

Tuition Refund Policy Approved by The Board

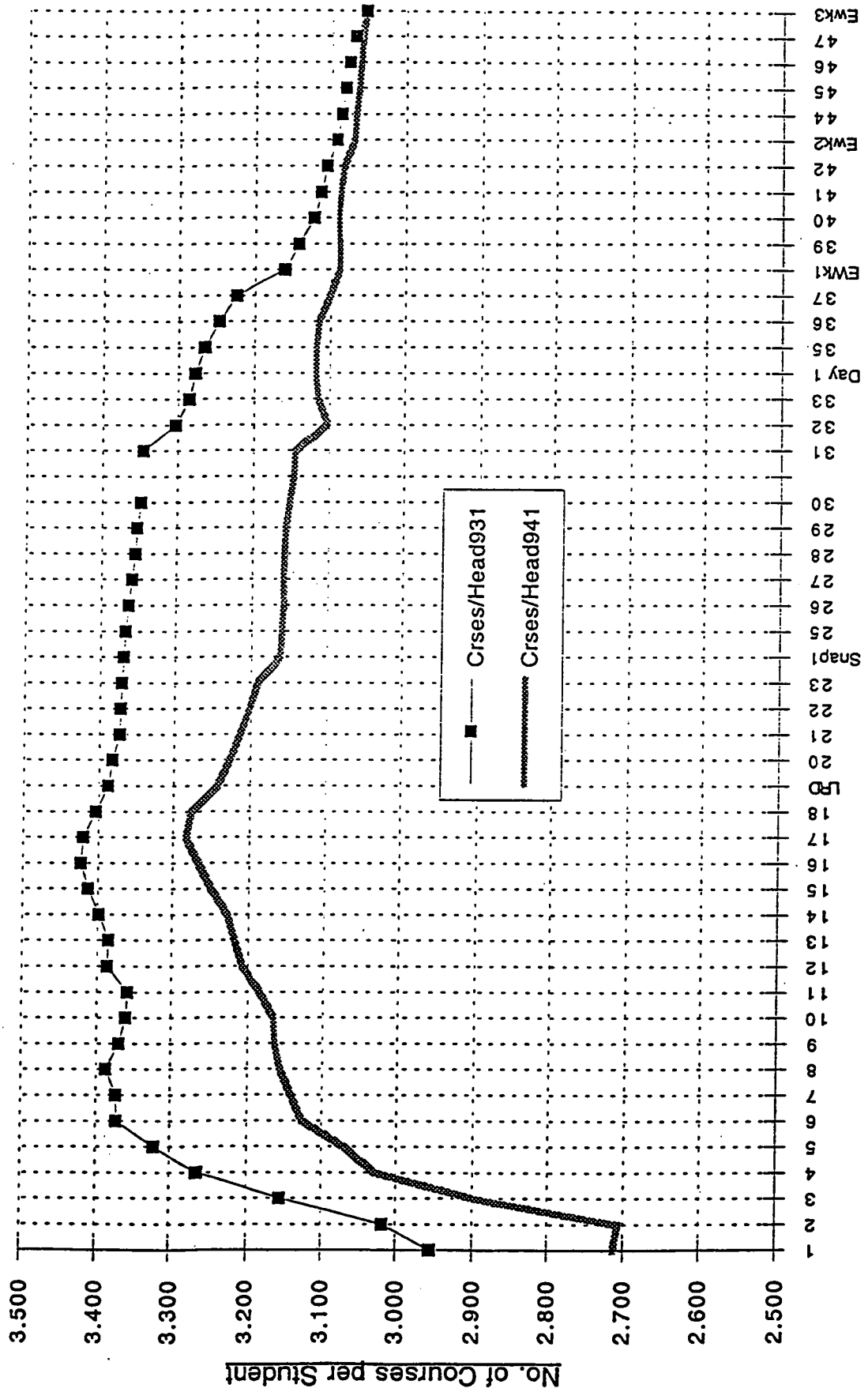
1. Continue 100% refund through one week after the last release of students to the telephone registration system.
2. Assess a penalty of \$50 per course for courses dropped during the period between the time specified in 1. above, and the end of Week 1 if the student's course load declines as a result. The maximum penalty for withdrawal from all courses during this period will be \$100 (presently 100% refund).
3. Assess a penalty of \$100 per course dropped* during Week 2 if the student's course load declines as a result (presently 100% refund less \$100 deposit).
4. No refund for courses dropped after Week 2 if the student's course load declines as a result (presently 100% refund less \$100 deposit in Weeks 2 and 3 and 50% refund subject to retention of the \$100 deposit in Week 4).

The established appeal procedure will continue to be available to consider exceptions to the tuition fee refund policy.

* The application of this penalty in 1994-1 was altered such that a limit of \$200 was in effect. Students who would have incurred a penalty in excess of \$200 were advised of this special waiver which will be in effect only for 1994-1 -- the first semester of the new program.

ATTACHMENT 2.

1994-1 and 1993-1 Student Course Loads

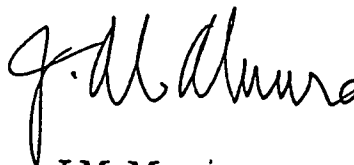


TeleReg Day

SIMON FRASER UNIVERSITY**Office of the Vice-President, Academic****MEMORANDUM****TO:** J.O. Stubbs,
President**FROM:** J.M. Munro,
Vice-President, Academic**SUBJ:** Report on Revised Tuition
Refund Policy**DATE:** February 16, 1994

The attached report from the Director of Analytical Studies summarizes the experience in 94-1 with the revised tuition refund policy. This report should be distributed to the Board of Governors for information.

You will recall that we had agreed that the unexpected tuition revenue increase (currently \$96,000, but the final figure will be less) would be committed towards eliminating the accumulated deficit in the financial aid budget.



J.M. Munro

cc. W. Wattamaniuk
J.A. Osborne