
This policy outlines the program costs for the 2017-2018 program year, the process for payment of tuition/fees, as well as outlines various payment options and plans.

Please note that Pathways School of Ministry reserves the right to review and make increases to tuition and fees on a per annum basis.

TUITION 2017-2018 ACADEMIC YEAR

Graduate Level Program- \$700 per module

Undergraduate Level Program - \$350 per module

Auditing (not available for FE modules) - \$225 per module

Graduate Students Tuition – ** NEW **

Tuition for Graduate Students is divided between McMaster University and Pathways School of Ministry to total of \$700* per module. To streamline the accounting and tax receipting process at McMaster Divinity College students will be required to make payment of a portion of their tuition directly to McMaster University and a portion directly to Pathways. Students will receive notice from MU/MDC for the portion of tuition payable to McMaster University and the date which it is due. Students are required to adhere to MU/MDC policies and regulations for these payments. Pathways will invoice students for the tuition amount due to Pathways, and students will be expected to follow the fee schedule as outlined in this policy.

*Tuition only, not including additional fees such as meal plan, accommodation plan, field trip costs, or fees specific to McMaster Divinity College and/or McMaster University

ADDITIONAL FEES:

Text Books:

The cost of books and course materials are not included in the price of tuition. Students are encouraged to source used copies of books where possible either from their church libraries or from past students.

Field Trips:

Costs for field trips and associated costs such as meals or gas, are considered separate from tuition.

Lunch Plan:

Students have the option of purchasing a lunch plan. Lunches are served for each full day of instruction taking place at the District Ministry Centre. Students are required to register for the Lunch Plan at the time of module registration. Cost will be determined by the number of lunches being offered for that

module. Example: 3 lunch module would cost \$30 for the week; 2 lunch module would cost \$20 for the week). Students are expected to arrange for their own for suppers at their own expense, with the exception of any banquet dinners which are hosted by the District Superintendent.

Accommodations Plan

Students participating in the Accommodations Plan will be placed in the Guest House at 155 Panin Road. Accommodations include a self-serve hot and cold continental breakfast.

Space is limited and students are encouraged to indicate their choice to register for the Accommodation Plan at the time of module registration. Due to the anticipated demand for space, any cancellations must be made prior to 14 days prior to the first night of stay to be considered for a refund.

The costs for the Guest House are as follows:

- Single accommodation: \$50 per room per night (limited single accommodations available – offered on a first-requested basis)
- Shared accommodation: \$30 per person per night

In circumstances where the Guest House does not have a vacancy available, arrangements can be made through the Central Canadian District for a discounted rate at the Quality Hotel in Burlington. Students would be expected to manage their reservation and pay for their room upon check out.

PAYMENT METHODS:

Payments can be made either by cheque or pre-authorized debit.

Cheques can be made payable to Pathways with your name and the notation “tuition and fees” in the memo line.

Pre-authorized debit can be arranged by filling out the attached PAF Authorization Form and including either a VOID cheque or a printout from your financial institution listing your account number, branch number, and bank number.

A \$30 fee will be charged for all NSF cheques.

Pathways reserves the right to cancel your registration in a module if payment has not been made by the start date of that module.

PAYMENT PLAN OPTIONS:

Option #1 – Pay Per Semester

- Fees for Fall Semester are due on or before: August 1st
- Fees for Winter Semester are due on or before: December 1st

- Fees for Spring/Summer Semester are due on or before: April 1st

Option #2 – Pay Per Module

- S.E.01 - Spiritual Formations: September 1st
- F.E.01 - Field Education: September 1st
- C.C.01 – Prevailing Prayer: October 1st
- C.C.02 – Ministering the Four Fold Gospel: December 1st
- F.E.02 - Field Education: January 1st
- L.M.01 – Cultivating Leaders in Ministry: January 1st
- M.F.01 – Disciple Making: February 1st
- F.E.03 - Field Education: April 1st
- M.F.02 – Missional Theology: April 1st
- S.E.02 – Baptism of the Holy Spirit: June 1st

ADDING OR DROPPING COURSES:

Adding Courses:

Undergraduate students are permitted to add a course up to 14 days prior to the start date of that module.

Graduate students are required to adhere to the McMaster University dates for registering for courses. Please note that these dates are based on a semester schedule. Students will not be eligible to register for modules after those dates. <https://registrar.mcmaster.ca/category/dates/sessional/>

Dropping Courses:

Undergraduate students must make their intention to drop a class in writing 14 days prior to the start date of the module, in order to be considered for a refund. An administration fee of \$30 will be deducted from monies returned to you.

Graduate students are required to adhere to the McMaster University / McMaster Divinity College dates for dropping classes and any applicable policies. Please note that these dates are based on a semester schedule. Withdrawals made after these dates will not be eligible for refunds and students may be subject to academic penalty. Please refer to the McMaster University Registrar webpage for further details: <https://registrar.mcmaster.ca/category/dates/sessional/> Graduate students are also required to provide written notice to both the Registrar of McMaster Divinity College and the Pathways Academic Coordinator for any withdrawals from courses. Withdrawals made after the dates of August 1st for Fall Semester modules; December 1st for winter semester modules; and April 1st for Spring Semester modules are applicable to a \$30 administration fee payable to Pathways.

PATHWAYS FINANCIAL AID:

Students who are in need of financial assistance with tuition are eligible to apply for consideration to the Pathways Financial Aid Fund through the website at www.cmapathways.com. Pathways Financial Aid can only be applied towards tuition, and will not cover costs such as field trips, meals, or accommodations.

Students who are in need of Pathways Financial Aid need to reapply for it each academic year. Pathways does not guarantee students the same financial aid arrangements from one year to the next.

Upon withdrawal from a module, the Pathways Financial Aid that was allocated for that module will return to the Pathways Financial Aid Fund and will be redistributed to another student in need. Students who wish to add additional modules to their initial registration will not be guaranteed financial aid for that specific module.

TAX RECEIPTS:

Pathways is not an accredited school, and as such cannot provide students with T2202A forms for tuition costs.

Students who receive Pathways Financial Aid will be given the appropriate tax receipt. Pathways requires the following information from students to process these forms: Full name including middle initial, SIN number, and address.

Graduate students can access all appropriate tax receipt(s) through their McMaster Divinity College online account.