ADMISSION AND FEES

Information on Admissions
Students who are considering applying to Queen's are directed to Queen's Admission Services at: http://www.queensu.ca/admission/. The Admissions website provides information regarding the admission requirements for all undergraduate programs, facilities and services, residences, scholarships and financial assistance.

Campus Visits
Applicants and potential applicants are encouraged to visit the Queen's campus, as well as Smith Engineering. Formal arrangements can be made by contacting engineering.reception@queensu.ca.

Criteria
Admission is offered to the best qualified students applying. Academic success is the primary criterion for admission to Smith Engineering. Students whose academic performance exceeds a required minimum will receive an offer of admission.

Fees
The Board of Trustees reserves the right to make changes in the scale of fees if, in its opinion, circumstances so warrant.

Tuition Fees
Tuition fees are reviewed each year and are dependent on government funding and regulation. Specific information on tuition levels is available on the Web at http://queensu.ca/registrar/financials/tuition-fees/. Students are encouraged to become familiar with this information.

Ancillary Fees
Students may be required to pay ancillary fees for course related learning materials, safety equipment and field trips. The maximum estimated compulsory fees for specific academic plans are shown below. Those plans not listed do not have ancillary fees. In most cases the actual cost to individual students will be less than the amount indicated.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Year</td>
<td>$84</td>
</tr>
<tr>
<td>Geological Engineering</td>
<td>$700</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>$100</td>
</tr>
<tr>
<td>Mining Engineering</td>
<td>$250</td>
</tr>
</tbody>
</table>

1 See the Geological Engineering Academic Plan section of this calendar for a breakdown and explanation of costs.

2 Fee for MECH 370 Prin Of Materials Processing optional field trip.

3 To be confirmed prior to start of the Fall term.

Non-compulsory Fees

<table>
<thead>
<tr>
<th>Fee</th>
<th>Cost</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for Course Substitution (Letter of Permission) - To take a course from another university and substitute the course for credit towards Smith Engineering Degree.</td>
<td>60.00</td>
<td>Payable through Student Services. See page <a href="https://engineering.queensu.ca/current-students/academics/forms-online.html">https://engineering.queensu.ca/current-students/academics/forms-online.html</a> for official form and payment information.</td>
</tr>
<tr>
<td>Course Description Request</td>
<td>60.00/hr</td>
<td>Payable through Student Services. Contact <a href="mailto:engineering.reception@queensu.ca">engineering.reception@queensu.ca</a> to make request and discuss payment.</td>
</tr>
<tr>
<td>Document Fee - For completion of all documents related to registration at Queen's. Includes documents such as proof of enrolment, degree eligibility.</td>
<td>30.00</td>
<td>Payable through Student Services. Contact <a href="mailto:engineering.reception@queensu.ca">engineering.reception@queensu.ca</a> to make request and discuss payment.</td>
</tr>
<tr>
<td>Exchange Program Fee</td>
<td>125.00</td>
<td>Payable through Student Services. Contact the International Student Advisor at <a href="mailto:engineering.intladvisor@queensu.ca">engineering.intladvisor@queensu.ca</a> for more information.</td>
</tr>
<tr>
<td>Internship Program - application fee</td>
<td>35.00</td>
<td>Please contact <a href="mailto:careercomms.eng@queensu.ca">careercomms.eng@queensu.ca</a> for application and payment information.</td>
</tr>
</tbody>
</table>
Registered Education Savings Plan - form completion - Fee includes direct submission of RESP form by registered mail or fax.

<table>
<thead>
<tr>
<th>Service</th>
<th>Fee</th>
<th>Payable through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered Education Savings</td>
<td>30.00</td>
<td>Student Services. Contact <a href="mailto:engineering.reception@queensu.ca">engineering.reception@queensu.ca</a> to make request and discuss payment.</td>
</tr>
<tr>
<td>Supplemental Examinations</td>
<td>300.00</td>
<td>Payable through SOLUS.</td>
</tr>
</tbody>
</table>

Extended Program (Section 900/J-Section) & 1st Year Supplemental Exams:

- Extended Program - Section 900 per course tuition fee¹
  - Fee: 539.63
  - Payable through SOLUS.
- 1st Year Supplemental Exam - per exam fee (Spring term)²
  - Fee: 300.00 +SAL
  - Payable through SOLUS.

¹ The course tuition fee is for the 6-week portion of the course that extends past the end of Winter term, and includes Spring term exams in June.

² The Spring exam fees are assessed under the current fee schedule and will be $470.00, plus $10.00. (SAL = Student Assistance Levy) per exam.

Fees quoted are for domestic students. Fees for International students are higher. Please contact the Registrar's Office or refer to the Guide to Registration and Fees at http://www.queensu.ca/registrar/ for details. In case of differences between the above and the Guide, the fees shown in the Guide shall prevail.

Debts

Any student with an overdue debt with the University will not be permitted to register or to receive examination results, transcripts, or marks reports until the outstanding account is settled in full. A Senate Regulation forbids the release of a diploma to a student in debt to the University.

Questions

Questions about fees or charges should be directed to:

Office of the University Registrar
Gordon Hall
Queen's University
Kingston, Ontario
K7L 3N6
Telephone: 613 533-6894

Please refer to the Guide to Registration and Fees (http://www.queensu.ca/registrar/) for a comprehensive outline of the items referred to above.

Account Information

Students can use SOLUS to determine their account balances.

Student Services Fee Payments

We do not accept cash payments at any time. Credit card payments may be made in the Smith Engineering Online Store https://store.engineering.queensu.ca/ (http://queensu.ca/registrar/financials/tuition-fees/).

No form that requires a Student Services payable fee will be processed without payment.

Cheques are to be made out to "Queen's University".

Please do not provide credit card numbers at anytime, via email.