

Full-time graduate students approved to **Register Without Payment (RWP)** are granted the opportunity to register by deferring the required minimum payment as indicated on their ACORN student invoice ([www.acorn.utoronto.ca](http://www.acorn.utoronto.ca)) until such time as the student's graduate funding package or other approved major source of funding is available. This approval also prevents the regular service charges from accruing on the outstanding balance during the specified deferral period. Students with a graduate funding package (i.e., in a funded cohort) must complete the request to register without payment (fee deferral) process through ACORN. Students who are not able to defer through ACORN must complete this form. Residence payments cannot be deferred through this process.

### Eligibility

Full-time graduate students may be eligible to register without making the required minimum payment as indicated on your ACORN invoice if you:

- Are receiving university funding (major award, research stipend, or teaching assistantship) or funding through an external funding agency whereby there is an existing agreement with the university which exceeds the Minimum Payment to Register amount displayed on your ACORN invoice; or
- Have an approved SGS Financial Plan Arrangement on file with the SGS Financial Aid and Advising Office; partial payment may be required.

### Terms and Conditions

Approval to register without payment is conditional upon the following:

- You are a full-time degree student in a graduate program and all necessary admission conditions have been met.
- All outstanding financial obligations from previous sessions have been paid.
- Once funds are issued, you must pay at least the minimum payment to register amount on your ACORN invoice.
- Funds issued by the university will be applied directly towards your fees account.
- Monthly service charges will begin at the end of your deferral period at a rate of 1.5% compounded monthly (19.56% per annum) and will be applied against the outstanding student account balance beginning the 15th of following month and every month thereafter until the account balance is paid in full.
- You continue to be responsible for payment of all charges, including any service charges that may be assessed, by the tuition payment deadline(s) even if you do not receive the expected funding. For full details please refer to the Student Accounts web site at <https://studentaccount.utoronto.ca/>.
- In accordance with the [Policy on Academic Sanctions for Students Who Have Outstanding University Obligations](#), sanctions may be imposed on students who have outstanding debts or obligations to the University which includes restrictions on future registration and withholding transcripts, and diplomas.

<b>TO BE COMPLETED BY THE STUDENT:</b>			
<b>Session(s) requested:</b>	<input type="radio"/> Fall & Winter <input type="radio"/> Fall only <input type="radio"/> Winter only <input type="radio"/> Summer only	<b>Year (YYYY):</b>	
<b>Surname:</b>		<b>Given Name:</b>	
<b>Student Number:</b>		<b>Minimum Payment to Register:</b> (Amount on ACORN Invoice)	\$
<b>Graduate Unit (Department):</b>		<b>Degree type:</b>	<input type="radio"/> PhD <input type="radio"/> Prof. Doctoral <input type="radio"/> Master's <input type="radio"/> Prof. Master's
<b>U of T Email:</b>			

**Please select all that apply below:**

<input type="checkbox"/> I am receiving university administered funding as listed below (TA, RA, university issued award etc.). <input type="checkbox"/> I am receiving funding directly through an approved external agency whereby there is an existing agreement with the university as listed below. <input type="checkbox"/> I have an approved SGS Financial Arrangement and have made the minimum payment required.
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**Funding for the Academic Year (September to August), for which registration is being requested:**

List the name and value of all expected scholarships, fellowships, sponsorships, RA stipendiary, TA income etc.

	\$
	\$
	\$
	\$
<b>Total Funding:</b>	\$

<b>Student Signature requesting registration:</b>		<b>Date:</b>	
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By virtue of being registered, a student agrees to abide by all academic and non-academic policies, rules, and regulations of the University and of his or her academic division, as set out in the divisional calendar and as described under the [obligations of a registered student](#) on their ACORN account.

Send the completed form **before the registration deadline as per [SGS Sessional Calendar](#)** (e.g., Sept. 14) to your graduate unit administrator **by email** along with a copy of your ACORN invoice.

**After the registration deadline**, forms must be sent by email to SGS Student Academic Services at [graduate.information@utoronto.ca](mailto:graduate.information@utoronto.ca) to complete registration which may be subject to a late registration fee.

**GRADUATE UNIT AUTHORIZATION:**

- I confirm that the student's total funding for the academic year, for which registration is being request, as described above is accurate and is greater than the student's minimum payment to register as indicated on their ACORN invoice.

**Comments:**

<b>Approved by:</b>	<b>Signature:</b>	<b>Date:</b>
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**SGS OFFICE USE ONLY:**

**Basis for approval to Register Without Payment:**

UofT funding (RA/TA or Award)                       Approved External Agency Funding  
 Approved SGS Financial Arrangement

**Registration Type:**

Fall/winter REG       Fall only REG       Winter only REG       Summer only REG

**Deferral Type:**

Fall/winter deferral       Fall only deferral       Winter only deferral       Summer only deferral

<b>Approved by:</b>	<b>Signature:</b>	<b>Date:</b>
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**Notes:**