

Late Payments Policy

1. Policy Statement

Students are required to pay all tuition and other fees due to the institution by the required due dates. In the event of overdue payments, the institution will take reasonable steps to notify the individual concerned; however, it is the student's responsibility to ensure that all payments are made on or before the payment due date. Such notification shall state the late fees, if any, which apply to the outstanding obligation as well as the potential consequences of non-payment.

2. Scope

This policy is applicable to all current students and/or prospective students of TSoM.

3. Consequences of Non-Payment

3.1 Canvas access revocation

Canvas access will be revoked on the 9th day after the due date.

3.2 Removal from the class

The student with outstanding payments will not be allowed in class on the following day after the payment deadline. In addition, any missed assessment(s) during their absence period will be deemed as failed and awarded a score of "0".

3.3 Dismissal

If an outstanding balance is not cleared within 30 calendar days from the due date, the student may be dismissed from the program as it is considered a breach of the Student's Code of Conduct.

The student will also be reported to IRCC as no longer registered as a full-time student at TSoM.

Updated: August 24, 2022