

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> (<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 the Faculty of Engineering and Applied Science. 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 Engineering and Applied Science. Students whose academic performance exceeds a required minimum will receive an offer of admission. In all other cases, students will be evaluated on a combination of their academic and non-academic achievements. Submission of a completed Personal Statement of Experience (PSE) form is required for all first year applicants.

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> (<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.

Fee	Cost
First Year	\$84
Geological Engineering ¹	\$700

Mechanical Engineering ²	\$100
Mining Engineering ³	\$250

- 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

Fee	Cost	Notes
Request for Course Substitution (Letter of Permission) - To take a course from another university and substitute the course for credit towards Queen's Engineering Degree.	60.00	Payable through Student Services. See Forms page https://engineering.queensu.ca/current-students/academics/forms-online.html for official form and payment information.
Course Description Request	60.00/hr	Payable through Student Services. Contact engineering.reception@queensu.ca to make request and discuss payment.
Document Fee - For completion of all documents related to registration at Queen's. Includes documents such as proof of enrolment, degree eligibility.	30.00	Payable through Student Services. Contact engineering.reception@queensu.ca to make request and discuss payment.
Exchange Program Fee	125.00	Payable through Student Services. Contact the International Student Advisor at engineering.intladvisor@queensu.ca for more information.



Internship Program 35.00
- application fee

Please contact careercomms.eng@queensu.ca for application and payment information.

Registered Education Savings Plan - form completion - Fee includes direct submission of RESP form by registered mail or fax.	30.00	Payable through Student Services. Contact engineering.reception@queensu.ca to make request and discuss payment.
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Supplemental Examinations	300.00	Payable through SOLUS
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Extended Program (Section 900/J-Section) & Rewrite Exams:

Extended Program - Section 900 per course tuition fee ¹	539.63	Payable through SOLUS.
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Rewrite Exam - per exam fee (Spring term) ²	300.00 +SAL	Payable through SOLUS.
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Section 900 or Rewrite Exam - remote exam admin fee ³	75.00	Payable through Student Services. Please see https://engineering.queensu.ca/first-year/rewrite-exams.html for more information.
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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.

³ Students may choose to write exams in a location other than Kingston. There is a \$300 fee per exam plus an administrative fee of \$75.00 for one or more exams.

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.

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 Faculty of Engineering and Applied Science 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.

Debts

Any student with an overdue debt with the University will not be permitted to register or to receive examination results, official 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> (<http://www.queensu.ca/registrar/>)) for a comprehensive outline of the items referred to above.