

TUITION FEE – DIETETIC PRACTICUM PROGRAM (DPP)

Approval Authority: DPP Committee, Manager, Dietetics

Established On: 2007 09 04

Amendments: 2016-08, 2018-08, 2018-09, 2020-08, 2021-08, 2023-02

Category: Health Sciences

1.0 POLICY STATEMENT

Expenses incurred by the program are not fully covered by NOSM University (NOSM U), Dietetic Practicum Program (DPP) operational funding. A tuition fee is levied at the beginning of the program to offset some of the programs' costs.

2.0 POLICY

Dietetic learners will pay a pre-determined tuition fee prior to the commencement of their Practicum Program.

3.0 SCOPE

This policy applies to dietetic learners in the DPP.

4.0 PROCEDURES

- 4.1 The Manager, Dietetics, in consultation with the Provost and Vice President Academic, Director Health Sciences and Program Development, and the Director of Finance, establishes the tuition fee annually.
- 4.2 Information about the tuition fee is available on the Office of the Registrar's 'Current Learners' website.
- 4.3 Learners' tuition fees are due prior to the beginning of the DPP. A deposit is collected upon acceptance to the program and the remainder approximately one month prior to the start of the program.
- 4.4 The registration fees are to be paid by credit card using NOSM U's online payment system.
- 4.5 All monies received will be deposited in the DPP cost centre.

4 ROLES AND RESPONSIBILITIES

The DPP Committee is responsible for the review and approval of this policy. The Manager, Dietetics, DPP is responsible for the oversight, execution, and revision of this policy and its procedures.

5 INTERPRETATION

Questions of interpretation or application of this policy or its procedures will be referred to the Manager, Dietetics.

AUTHORITIES AND OFFICERS

The following is a list of authorities and officers for this policy:

- a. Approving Authority: DPP Committee
- b. Responsible Officer: Manager, Dietetics
- c. Procedural Authority: DPP Committee
- d. Procedural Officer: Manager, Dietetics

Review and Revision History

Review Period: 2 years or as required

Date for Next Review: 2026 08 01

Date	Action
2007 09 04	First Version
2016 08 22	Minor Edits
2018 08 01	New Template, Minor edits
2018 09 03	Minor Edits
2020 08 10	Title change from registration fee to tuition fee
2021 08 13	Change to online payment system and approval tuition fee changes by EDG. Health Sciences & Interprofessional Education Committee dissolved June 2021. DPP Committee now responsible.
2022 10 12	New template
2023 02 01	Updated with changes to a tuition deposit and the Office of the Registrar
2023 09 04	Minor edits
2023 10 25	Updated tuition deposit amount.
2024 08 06	Program and manager title changes throughout
2024 12 02	Removed reference to specific tuition deposit amount. Added Director of Health Sciences to 4.1