

The term-bills are issued February 1 and one week before Commencement and are to be paid respectively on or before February 21 and October 10; but the second bills of candidates for degrees must be paid at least one day before Commencement. When a student severs his connection with the University his whole bill becomes payable at once. Students who do not file bonds must pay the fees for instruction in advance — one third at the beginning of the academic year, the third January 1, and one third April 1, and must pay the whole year's rent of a College room when room is assigned.

The fees for instruction are: for any laboratory course, alone or with other courses, \$150 a year; for any regular course not a laboratory course or a course of research, \$45 a year; for any half-course not a laboratory course, \$25 a year; for other courses a sum equal to the fee for one, two, or more courses, according to the number of courses to which the Administrative Board of the Graduate School shall consider it equivalent as a part of the student's work for the year. But in no case will the fee for instruction be less than \$30 or more than \$150 a year. A student who attends a course of instruction for only a part of the year must pay the whole year's fee for that course, except that a student whose fees for instruction amount to \$150 a year, who joins the Graduate department after the beginning of the academic year, will be charged for instruction only from the beginning of the third in which he joins; and, if he leaves during the year, he will be charged for instruction only to the end of the third in which he leaves, if before that time he gives written notice of his withdrawal to the Recorder; otherwise he will be charged for instruction to the end of the third in which such written notice is given. The first third begins at the beginning of the academic year and ends December 31. The second third begins January 1 and ends March 31. The last third begins April 1 and ends at Commencement.

Deductions from the fee for instruction of a student who is liable for the fee of \$150 a year will be made as follows: for absence of three consecutive months, \$30; for absence during the whole year, not including the mid-year and final examinations, or either of them, \$100. A student who claims a deduction must present at the Bursar's office a certificate from the Recorder as to the fact and duration of his absence. In order to obtain such a certificate he must have given prompt notice of his intended absence in accordance with the regulations of the Administrative Board.

Additional fees are charged to those who take laboratory courses for materials, reagents, apparatus, etc.

The fee for the examination for the degree of Ph.D. or S.D. is \$30, but this fee is not charged to any candidate who has paid the full tuition fee of \$150 for at least one year as a Graduate student.

A student cannot withdraw his bond or deposit until he has paid all the charges against him and has left at the Bursar's office a certificate from the Librarian of the College Library that he has no books out; and, if he had a locker at the Hemenway Gymnasium, a certificate from the Director that the locker has been surrendered in good order.

W. L. Mackenzie King Papers

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