



ACCESSABILITY POLICY

Full-Time Student Ancillary Fees

Update: August 28,, 2019. Version 6.

Belleville Campus students with documented permanent disabilities who are registered with the AccessAbility Services or verified through the Financial Aid Office (OSAP) are considered full-time students when they are registered in 40% of a full course load. Loyalist College's registration process only assesses these students with part-time post-secondary day Student Ancillary Fees. Students with documented permanent disabilities must complete the Students with Documented Permanent Disabilities Waiver to demonstrate their understanding of the two options available:

1. Self-declare if they want to pay the same Ancillary Fees as full time post-secondary day students as an option to receive the same benefits as full time students.

ESSENTIAL (Charged on a compulsory basis)

- Athletics

NON-ESSENTIAL (Optional)

- Alumni
- Lockers
- Student Entertainment
- Student Leadership

NON-ESSENTIAL (Optional for domestic students if proof of pre-existing coverage provided)

- Accident Insurance
- Student Prescription Drug Plan

- a) The student must come see someone in the College's Accounts Receivable department.
- b) The College's Account Receivable staff will:
 - Explain to the student the change in charges on their account.
 - Get the student to complete the Ancillary Fees Manual Opt Out Form. This form will only be used for students who are registering during the first ten days of school (after the second opt out window has closed).
 - Ensure that the part-time Ancillary fees are properly subtracted from the full-time Ancillary fees.
 - Provide them with the amount they need to pay (if necessary).
 - Have them sign off that they are agreeing to pay for full-time ancillary fees.
 - Provide them with the Student Government policy on these fees.
 - Email the Student Government Business Manager to confirm that all full-time Ancillary fees were paid.
- c) The Student Government Business Manager will make arrangements to have the student manually added to the necessary data files which enables students to:
 - Use the Student Health Plan (including Prescription Drug Plan and Accident Insurance)
 - Participate on a varsity team
 - Become a Shark Tank Pub VIP Member and pay no cover to attend special evening events, if opted in
 - Run for Student Government office or vote, if opted in

2. Exercise their right not to pay all fees and understand that they will not be eligible for the services listed above.