



### THREE WAYS TO REGISTER

**By Mail:** The University of Winnipeg, Professional, Applied and Continuing Education, 515 Portage Avenue, Winnipeg, MB R3B 2E9

**By Email:** Provide by email & phone 204.982.6633 with Visa, MasterCard information to complete.

**In Person:** The University of Winnipeg, Professional, Applied and Continuing Education, Buhler Centre, 460 Portage Avenue, Winnipeg, MB  
Regular office hours are Monday to Thursday 8:30AM-5PM, Friday 8:30AM-4:30PM

### INFORMATION ON TUITION FEES & REFUND POLICY

**Tuition Fees:** Tuition fees must be paid at the time of registration. You can register anytime, but it is best to register seven days before the course starts to ensure a space -- our courses fill up quickly. The University of Winnipeg and The University of Winnipeg PACE Alumni are eligible for a 10% fee discount on part-time courses.

**Refund Policy for Courses:** The full tuition fee will be reimbursed up to one week prior to the start of course. The tuition fee less an administrative fee of 25% will be reimbursed prior to the start of the second class. No refunds will be granted after this point.

**Refund policy on Seminars & Workshops:** The full tuition fee will be reimbursed up to one week prior to the start of the seminar/workshop. No refunds will be granted after this point. (Does not apply to Schulich Programs)