



BOUCHER INSTITUTE
of Naturopathic Medicine

**BOUCHER INSTITUTE
POLICY**

Policy Title: Payment of Fees

Date of Initial Board Approval: September 22, 2003

Date of Last Approved Revision: June 17, 2020

Person(s) Responsible for Implementation & Adherence: Chief Finance Officer & Registrar

Related Procedures: Tuition payment procedure, Internal financial controls

The Boucher Institute is designated by the Private Training Institutions Branch (PTIB), thereby making our students eligible to apply for financial assistance through Student Aid BC. PTIB has strict guidelines pertaining to student contracts and consumer protection.

Fees include any amounts assessed to a student by the Boucher Institute, or other student societies and organizations. Fees include, but are not limited to, tuition fees, student service fees, student association fees, exam fees, fines and student record archive fees.

The Boucher Institute reserves the right at any time to change fees. Students who have not completed their course requirements when a change in fees is made may be required to pay the new fees.

Fees listed are in Canadian dollars, unless otherwise indicated.

All tuition must be paid and cashable on time as per the schedule outlined in the student contract.