

**FEE INFORMATION for BACCALAUREATE PROGRAMS**

You must be accepted in either the **Bachelor of Technology (BTE)** or the **Bachelor of Business Administration (BBA)** program in order to use this process.

Setting up your MyNAIT Portal Account

If you have not set up a user name and password, go to MyNAIT portal at <http://www.nait.ca/myNAIT> to set up your user name and password following the online instructions outlined in the [MyNAIT Quick Reference Guide](#).

Logging into MyNAIT Portal if your account is already set up

- Using Internet Explorer or Firefox go to www.nait.ca.
- Click **CURRENT STUDENTS »** to access **MYNAIT PORTAL**.
- Login with your MyNAIT username and password.

Refer to the [Fees & Expenses](#) pages at www.nait.ca for [Payment Deadline Dates](#) and [Fee Payment instructions](#).

Tuition Deposit Required

A one-time, non-refundable **\$250 deposit is due within 30 days** of receipt of your [enrolment eLetter](#). If, at the end of 30 days, your deposit has not been received, your acceptance will be cancelled.

All students are responsible for the \$250 deposit, with the exception of students who have been admitted to the NAIT degree programs from a current NAIT diploma program.

The deposit will appear on your student account and your payment will be applied against your first course enrolment.

If you do not complete at least one class within the first acceptance term, you will be cancelled from the program at the end of the term. The \$250 deposit will not be refunded even though it will remain as a credit on your account until the beginning of the next term.

Tuition Fees

Charges are per term. The start date of the course determines the term in which the charge will be applied. As you enrol in your courses, the amount owing will adjust to reflect the actual cost of tuition and related fees.

Number of Courses per term	Cost per Course	Cumulative Cost
1	\$651.23	\$651.23
2	\$651.23	\$1,302.46
3	\$651.23	\$1,953.00
4 or 5	0	\$1,953.00
6 or more	\$651.23 each	\$2,604.23 or more



Tuition Fees for International Students

International Students are required to pay a surcharge.

Number of Courses per term	Cost per Course	Domestic Cost	Cumulative NAITSA Fee	International Surcharge	Cumulative Cost
1	\$651.23	\$651.23	\$38.89	\$1,560.11	\$2,250.23
2	\$651.23	\$1,302.46	\$77.78	\$3,120.22	\$4,500.46
3	\$651.23	\$1,953.00	\$116.67	\$4,680.33	\$6,750.00
4 or 5	0	\$1,953.00	\$116.67	\$4,680.33	\$6,750.00
6 or more	\$651.23 each	\$2,604.23 or more	\$116.67	\$1,560.11 each	\$8,961.34 or more

- BTE students enrolling in a course offered by another diploma or degree program may require an account adjustment. Please contact your program chair.

Continuing Education Courses

- BTE and BBA students taking courses offered through Continuing Education will be assessed additional tuition per course.

Related Fees

- The NAIT Student Association (NAITSA) fee is mandatory and is \$38.89 per course up to the maximum NAITSA fee of \$116.67 per term.
- The U-Pass fee is mandatory for students taking three or more courses and is \$125.00 per term.
- The Recreation and Athletic fee is mandatory for students and is \$70 per term.
- Health & Dental Fees are mandatory for students taking three or more courses per term, unless a student has extended coverage (Alberta Health Care is not sufficient coverage) through an employer or parent.
- Students taking less than three courses per term are not eligible for health and dental coverage.
- International students do not qualify for health and dental coverage.

Waiving of Fees

- If you already have extended health and dental coverage, you must bring the completed Health & Dental Waiver Form to Room E125 by the opt-out deadline to have these fees removed from your account.
- Failing to take the necessary action will leave you responsible for these fees.

Locker Fees

- Students select their own lockers thru their student portal. The charge will be posted to their account for payment.
- Payment is due within 24 hours of renting the locker.
- For a complete list of the terms and conditions surrounding renting a locker, visit [Locker Rental](#).



Payment Reminders

- Payment reminders are e-mailed in late July for the Fall term, late November for the Winter term, and late March for the Spring term.
- If you have enrolled in your courses by this time, you will receive a reminder. The outstanding charges and their due date can be viewed by logging onto the NAIT Student Portal at www.nait.ca/MyNAIT
- If you have not enrolled in your courses by this time, you will not receive a reminder. It will be your responsibility to use your Student Portal to view the amount of outstanding fees.

Payment Deadlines

- Tuition and fees are due by the Payment Deadline date.
- If you pay your tuition and fees by term, a Semester Service fee of \$100 will be assessed to the later of the two terms. This fee will be due at the same time as the other fees for that term.
- If your fees are not paid by the Payment Deadline date, a Late Payment fee of \$100 will be assessed to your account.
- If your course starts mid-term, your fees are due as soon as you enrol.

Confirmation of Attendance

- Confirmation of attendance at NAIT is one of the following:
 - Full payment of fees for one term of study
 - Proof of sponsorship
 - Confirmation of student finance funding

Refund Policy

- Refunds normally take between four to six weeks and are processed in the manner in which the payment was made. For complete details, review the [Refund Policy for Full-time Programs](#) on the [Fees and Expenses](#) webpage or contact the Cash Office for additional information.

Contact NAIT

- Via [email](#) | [online chat](#) | **phone:** 780.471.6248 | **toll free** 1.877.333.6248