

5.0 FEES

Refer to www.concordia.ab.ca/tuition-and-fees-2/ or call 780-479-9207 for the most current fees information.

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Application fee	
Canadian Citizens and Permanent Residents	50.00
International Students	100.00

5.1 FEE SCHEDULE

Refer to the *Academic Schedule*, section 2.0, for important dates regarding fees.

All fees are stated in Canadian dollars.

Concordia University of Edmonton assesses student fees by program.

5.1.1 UNDERGRADUATE PROGRAMS (ARTS, MANAGEMENT, SCIENCE, AND OPEN STUDIES STUDENTS)

A. EDUCATION FEES (2016-2017)

Per credit	280.00
Per audited credit	140.00
Per independent study credit	280.00
To a maximum of (per semester)	3500.00

B. MANDATORY FEES (2016-2017)

Student Association Fee:	
Per credit	36.00
To a maximum of (per semester)	108.00
CSA Benefit Plan (full time students/9 credits):	
Health (max per year)	150.00
Dental (max per year)	150.00
Student Accident Insurance:	
Per credit	.85
To a maximum of (per semester)	7.65
Athletic Fee:	
Per credit	4.70
To a maximum of (per semester)	42.30
Facility Development Fee:	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

C. DISTANCE LEARNING (2016-2017)

Education Fees	
Per credit	280.00
Mandatory Fees	
Facility Development Fee	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

5.0.1 APPLICATION FEE (2016-2017)

A non-refundable application processing fee is charged for each Application for Admission, Readmission or Internal Faculty Transfer. All fees are stated in Canadian dollars.

D. OTHER FEES (2016-2017)

Challenge Examination Education Fee:	
Per credit	140.00
Course Fees:	
The following course fees are paid in addition to the Education Fee.	
DAN 250, 340	80.00
ED 199	168.00
ENSC 318	varies
ENSC 319	varies
Lab/Seminar Fee (per lab hour per semester)	50.00
To a maximum of (per semester)	300.00
MGT 499	570.00
MGT 498	TBA
MUP 122, 123, 222, 223, 322, 323, 422, 423 (per semester)	420.00
MUP 126, 127, 226, 227, 326, 327, 426, 427 (per semester)	420.00
MUP 142, 143, 242, 243, 342, 343, 442, 443 (per semester)	64.00
MUP 164, 165, 264, 265, 364, 365, 464, 465 (per semester)	43.00
MUP 166, 167, 266, 267, 366, 367, 466, 467 (per semester)	21.50
MUP 495, 496 (per semester)	420.00
MUS 415, 416 (per semester)	420.00
Graduation Fee	
Per degree	120.00
Certificate of Completion	50.00
International Student Fee	
Per credit	275.00
To a maximum of (per semester)	2475.00
International Student Repatriation Fee (per semester)	25.00
Parchment Replacement Fee	56.00
Student Identification Card Replacement Fee	15.00

**5.1.2 SPRING AND SUMMER SESSIONS
(UNDERGRADUATE PROGRAMS)**

The following fees apply to students who are registered only in Spring and Summer courses.

A. EDUCATION FEES (2016-2017)

Per credit	250.00
Per audited credit	125.00
Per independent study credit	250.00

B. MANDATORY FEES (2016-2017)

Student Accident Insurance Fee:	
Per credit	0.85
Athletic Fee:	
Per credit	4.70
Facility Development Fee:	
Per credit	15.00
Processing Fee:	
Per credit	2.65
Technology Fee:	
Per credit	6.00

C. DISTANCE LEARNING (2016-2017)

Education Fees	
Per credit	250.00

Mandatory Fees

Facility Development Fee	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

D. OTHER FEES (2016-2017)

Course Fees:
The following course fees are paid in addition to the Education Fee.

ENSC 318	varies
ENSC 319	varies
Lab/Seminar Fee (per lab hour per semester)	50.00
To a maximum of (per semester)	300.00
MUP 122, 123, 222, 223, 322, 323, 422, 423 (per semester)	420.00
MUP 126, 127, 226, 227, 326, 327, 426, 427 (per semester)	420.00
MUP 142, 143, 242, 243, 342, 343, 442, 443 (per semester)	64.00
MUP 164, 165, 264, 265, 364, 365, 464, 465 (per semester)	43.00
MUP 166, 167, 266, 267, 366, 367, 466, 467 (per semester)	21.50
MUP 495, 496 (per semester)	420.00
MUS 415, 416 (per semester)	420.00

International Student Fee	
Per credit	275.00

International Student Medical Insurance
Contact Student Life and Learning (780-479-9241) for amount due.

International Student Repatriation Fee (per semester)	25.00
Student Identification Card Replacement Fee	15.00

**5.1.3 EDUCATION (AFTER DEGREE)
PROGRAM**

A. EDUCATION FEES (2016-2017)

Per credit	310.00
Per audited credit	155.00
Per independent study credit	310.00
To a maximum of (per semester)	3875.00

B. MANDATORY FEES (2016-2017)

Student Association Fee:	
Per credit	36.00
To a maximum of (per semester)	108.00
CSA Benefit Plan (full time students/9 credits):	
Health (max per year)	150.00
Dental (max per year)	150.00
Student Accident Insurance:	
Per credit	.85
To a maximum of (per semester)	7.65
Athletic Fee:	
Per credit	4.70
To a maximum of (per semester)	42.30
Facility Development Fee:	

Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

C. DISTANCE LEARNING (2016-2017)

Education Fees	
Per credit	310.00
Mandatory Fees	
Facility Development Fee	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee	
Per credit	6.00
To a maximum of (per semester)	54.00

D. OTHER FEES (2016-2017)

Challenge Examination Education Fee:	
Per credit	155.00
Practica:	
EDUC 531	463.00
EDUC 532	494.00
Graduation Fee	
Per degree	120.00
Certificate of Completion	50.00
International Student Fee	
Per credit	275.00
To a maximum of (per semester)	2475.00
International Student Repatriation Fee (per semester)	25.00
Parchment Replacement Fee	56.00
Student Identification Card Replacement Fee	15.00

5.1.4 ENVIRONMENTAL HEALTH (AFTER DEGREE) PROGRAM

A. EDUCATION FEES (2016-2017)

Per credit	310.00
Per audited credit	155.00
Per independent study credit	310.00
To a maximum of (per semester)	3875.00

B. MANDATORY FEES (2016-2017)

Student Association Fee:	
Per credit	36.00
To a maximum of (per semester)	108.00
CSA Benefit Plan (full time students/9 credits):	
Health (max per year)	150.00
Dental (max per year)	150.00
Student Accident Insurance:	
Per credit	.85
To a maximum of (per semester)	7.65
Athletic Fee:	
Per credit	4.70
To a maximum of (per semester)	42.30
Facility Development Fee:	
Per credit	15.00

To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

C. DISTANCE LEARNING (2016-2017)

Education Fees	
Per credit	310.00
Mandatory Fees	
Facility Development Fee	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee	
Per credit	6.00
To a maximum of (per semester)	54.00

D. OTHER FEES (2016-2017)

Challenge Examination Education Fee:	
Per credit	155.00
Environmental Health Practicum (ENVH 561)	925.00
Graduation Fee	
Per degree	120.00
Certificate of Completion	50.00
International Student Fee	
Per credit	275.00
To a maximum of (per semester)	2475.00
International Student Repatriation Fee (per semester)	25.00
Parchment Replacement Fee	56.00
Student Identification Card Replacement Fee	15.00

5.1.5 GRADUATE PROGRAMS

5.1.5.1 MASTER OF ARTS IN BIBLICAL AND CHRISTIAN STUDIES, GRADUATE DIPLOMA IN ENVIRONMENTAL PUBLIC HEALTH PRACTICE, AND ALL GRADUATE CERTIFICATES IN PUBLIC HEALTH

A. EDUCATION FEES (2016-2017)

Per credit	328.00
Per audited credit	164.00
Per independent study credit	328.00

B. MANDATORY FEES (2016-2017)

Student Association Fee:	
Per credit	10.15
To a maximum of (per semester)	91.35
Student Accident Insurance:	
Per credit	.85
To a maximum of (per semester)	7.65
Athletic Fee:	
Per credit	4.70
To a maximum of (per semester)	42.30
Facility Development Fee:	
Per credit	15.00

To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

C. DISTANCE LEARNING (2016-2017)

Education Fees	
Per credit	328.00
Mandatory Fees	
Facility Development Fee:	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

D. OTHER FEES (2016-2017)

Challenge Examination Education Fee:	
Per credit	164.00
Graduation Fee	
Per degree	120.00
Certificate of Completion	50.00
International Student Fee	
Per credit	275.00
To a maximum of (per semester)	2475.00
International Student Repatriation Fee (per semester)	25.00
International Student Medical Insurance	
Contact Student Life and Learning (780-479-9241) for amount due.	
Parchment Replacement Fee	56.00
Student Identification Card Replacement Fee	15.00

5.1.5.2 MASTER IN INFORMATION SYSTEMS ASSURANCE MANAGEMENT, OR INFORMATION SYSTEMS SECURITY MANAGEMENT, GRADUATE DIPLOMA IN INFORMATION ASSURANCE OR INFORMATION SECURITY AND GRADUATE CERTIFICATE IN PSYCHOLOGICAL ASSESSMENT

A. EDUCATION FEES (2016-2017)

Per credit	350.00
Per audited credit	175.00
Per independent study credit	350.00

B. MANDATORY FEES (2016-2017)

Student Association Fee:	
Per credit	10.15
To a maximum of (per semester)	91.35
Student Accident Insurance:	
Per credit	.85
To a maximum of (per semester)	7.65
Athletic Fee:	
Per credit	4.70
To a maximum of (per semester)	42.30
Facility Development Fee:	
Per credit	15.00

To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

C. DISTANCE LEARNING (2016-2017)

Education Fees	
Per credit	350.00
Mandatory Fees	
Facility Development Fee:	
Per credit	15.00
To a maximum of (per semester)	187.50
Processing Fee:	
Per credit	2.65
To a maximum of (per semester)	23.85
Technology Fee:	
Per credit	6.00
To a maximum of (per semester)	54.00

D. OTHER FEES (2016-2017)

Challenge Examination Education Fee:	
Per credit	175.00
Master's Research Project (each)	charged per credit/9 cr
Psychological Assessment Practicum fee	650.00
Graduation Fee	
Per degree	120.00
Certificate of Completion	50.00
International Student Fee	
Per credit	275.00
To a maximum of (per semester)	2475.00
International Student Repatriation Fee (per semester)	25.00
International Student Medical Insurance	
Contact Student Life and Learning (780-479-9241) for amount due.	
Parchment Replacement Fee	56.00
Student Identification Card Replacement Fee	15.00

5.1.6 CAREER DEVELOPMENT DIPLOMA OR CERTIFICATE PROGRAMS

A. EDUCATION FEES (2016-2017)

C540 and C545 (per course)	597.00
C510 and C535 (per course)	597.00
Per 2-credit course	464.00
Per 1-credit course	311.00

B. INTERNATIONAL STUDENT EDUCATION FEES (2016-2017)

C540 and C545 (per course)	893.00
C510 and C535 (per course)	893.00
Per 2-credit course	597.00
Per 1-credit course	406.00

C. OTHER FEES (2016-2017)

B810 Career Development Practicum (Concordia University of Edmonton Placement)	362.00
B810 Career Development Practicum (Self-Placement)	260.00
Course Extension Fee	104.00
Materials Fee	
Varies by course. Refer to www.careerdevelopment.concordia .	

ab.ca for more information.

Application	50.00
International Application	100.00
Transfer Credit Fee	53.00
Prior Learning/Work Experience Assessment Fee	104.00

5.1.7 ENGLISH FOR ACADEMIC PURPOSES PROGRAM

A. EDUCATION FEES (2016-2017)

Tuition:

Per semester	4,500.00
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B. OTHER FEES (2016-2017)

International Insurance (1 term)	250.00
International Insurance (2 terms)	450.00

5.2 REGISTRATION DEPOSITS

Registration deposits are paid at the time of registration and are **non-refundable and non-transferable** payments toward the Education Fee. The Registration Deposit confirms the student's place in his/her course(s). Students are responsible for dropping or withdrawing from their course(s) according to the deadlines listed in the *Academic Schedule*, section 2.0.

New university students:

Registration deposit*	200.00
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* A \$200.00 registration deposit is due upon acceptance into a program and is a non-refundable and non-transferable payment toward the Education Fee (*Admission*, section 3.1.4.D).

After Degree and Graduate Degree students:

Registration deposit*	400.00
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* A \$400.00 registration deposit is due upon acceptance into the program and is a non-refundable and non-transferable payment toward the Education Fee (*Admission*, section 3.1.4.D).

Graduate Certificates & Diplomas students:

Registration deposit	200.00
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Continuing or returning university students:

Registration deposit	200.00
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International students:

Registration deposit (<i>Admission</i> , section 3.1.4.D)	
Full-time (all programs)	2,500.00
Part-time university studies (all programs)	
Contact Student Accounts (780-479-9207)	

Continuing Education students:

Registration deposit	200.00
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5.3 FEE ASSESSMENT

Student Accounts adjusts Education Fees, Mandatory Fees, and Other Fees for course changes that students make on or before Census Day of each term. Students are responsible for ensuring that their fees are paid by the published deadlines. *Continuing Education*, section 15.0, university programs are the only exceptions to the above information; students registered in those programs should contact Student Accounts regarding the adjustment dates for their Education Fees.

Refer to the *Academic Schedule*, section 2.0 for Census Day dates and fee payment deadlines.

5.4 PAYMENT OF FEES

5.4.1 FEE PAYMENT DEADLINES

All fees are due the first day of class. However, students may pay semester fees by the deadline for that semester without a carrying charge. Fee payment deadlines are published in the *Academic Schedule*, section 2.0.

Current students with overdue fees may have their registration cancelled.

Returning students whose outstanding accounts were previously sent to a collection agency must pay their outstanding accounts, collection costs, and applicable deposits before registration and their full tuition prior to the start of classes. Payments must be made by a secured method; personal cheques must be certified.

5.4.2 PAYMENT METHODS

A. In person at Student Accounts by cash, cheque, bank draft, or debit card. **Concordia University of Edmonton reserves the right to refuse payments made by cheque.**

B. Current students may pay by credit card through PlastiQ.com. Concordia University of Edmonton does not accept direct credit card payments for tuition and fees, however students may choose to use PlastiQ, a third party credit card processor, to pay their tuition (processing fees apply).

C. Current students may pay online, in person, using ATM or telephone banking at most major banks and credit unions in Canada. Make sure to choose Concordia University of Edmonton (not Concordia University in Montreal). Reference your student ID number as your account number.

D. Current students may pay by Pre-Authorized debit; contact Student Accounts to complete an agreement.

E. If you are a sponsored student, written documentation indicating your sponsorship must be received from your sponsoring agency prior to registration. Please provide a letter from your sponsor with the following information:

- the specific fees covered by your sponsor (i.e. tuition, books, etc.),
- the terms covered by your sponsor,
- the maximum dollar amount, if applicable,
- complete invoicing information including name of agency, address, phone number and contact name.

Note: Refunds for sponsored students will be made directly to sponsoring agency.

F. By student loan payments, according to the way the funds are disbursed. Payments are applied first toward the fees that students owe to Concordia University of Edmonton. If the student loan payment does not cover fees in full for that study period, students are responsible for paying the outstanding fees by the published deadlines.

1. Disbursements for the academic year:
 - a) Students who receive one disbursement have their fees for the full academic year deducted from the single payment.
 - b) Students who receive two disbursements have their fees for the academic year deducted proportionately to the disbursement payments.
2. Disbursements for one semester:
 - a) Students who receive one disbursement have their fees for that semester deducted from the single payment.

Note: It may take up to eight weeks for the government to process a government student loan application. Students

should apply early to ensure that Concordia University of Edmonton receives student loan funds on or before the fee payment deadlines published in the *Academic Schedule*, section 2.0.

5.4.3 UNPAID FEES

Fees unpaid by the payment deadlines published in the *Academic Schedule* (section 2.0) are subject to a carrying charge. Students who do not pay their fees by the payment deadline remain indebted for their fees until payment is made. Non-payment of fees does not constitute the official discontinuation of studies at Concordia University of Edmonton (*Discontinuing Studies*, section 4.3.3).

Concordia University of Edmonton withholds cheques, transcripts, statements of grades, and degrees from students with unpaid accounts or fines, restricts them from online services, and cancels or denies them future registration. Unpaid accounts may be sent to a collection agency for recovery and may be reported to the Credit Bureau. Other restrictions may apply.

1. Carrying charge: 1.5% per month of outstanding balance (18% per annum).
2. Minimum carrying charge: \$5.00.
3. Dishonoured cheques: \$20.00 service charge.

5.4.4 REFUNDS AND REDUCTION IN FEES

Students are eligible for refunds or a reduction in fees if they officially discontinue all of their studies at Concordia University of Edmonton by completing the required documentation through the Registrar's Office before the published deadlines listed in the *Academic Schedule* (section 2.0).

Students who withdraw from a course after Census Day and remain registered in other courses at Concordia University of Edmonton are ineligible for a reduction in fees.

Concordia University of Edmonton reduces Education Fees on a pro-rata basis for students who are required to discontinue their studies because of unacceptable grades or conduct.

The deadlines for any refunds or reduction in fees are published by program in the *Academic Schedule*, section 2.0

If a payment was made by credit card, the refund will be issued back to the credit card used to make payment. All other refunds are issued by cheque and are normally issued within four to six weeks.

Non-payment of fees and/or non-attendance do not constitute official withdrawal from Concordia University of Edmonton.

5.5 INTERNATIONAL STUDENTS

International student fees are indicated in the *Fee Schedule*, section 5.1. All fees are due the first day of class, see *Fee Payment Deadlines*, section 5.4.1. Students must contact Student Accounts at 780-479-9207 or by email at studentaccts@concordia.ab.ca if payment is going to be delayed for any reason.

Except for a \$400 deposit, Concordia University of Edmonton refunds all fees to international students who are accepted and who officially withdraw by completing required documents through the Registrar's Office before entering Canada, provided they return both the original letter of acceptance and the original letter for immigration. Students who are denied their study permit are issued a refund of the registration deposit less the processing fee after providing the required documentation to the Admissions Office.

Concordia University of Edmonton retains the *International Student Fee* from students who are already in Canada and/or who withdraw after registration and before classes begin.

International students who begin classes at Concordia University of Edmonton and officially discontinue their studies by completing required documents through the Registrar's Office are eligible for refunds or fee reductions according to the published deadlines in the *Academic Schedule*, section 2.0

Concordia University of Edmonton notifies Immigration, Refugees and Citizenship Canada of all withdrawals.

5.6 STUDENT RESIDENCE

Residence contracts are for a full academic year (September to April), although students are invoiced for the Fall and Winter terms separately.

University Residence/Meals (2016-2017):

Residence Fees (per semester)

Shared Room (Double Occupancy): \$1860.00

Private Room: \$2760.00

Declining Balance Meal Plan Options (per semester)

Option A: \$1655.00 (minimum non-refundable amount), approximately 10 meals per week

Option B: \$2275.00 (\$1655.00 non-refundable), approximately 12 meals per week

Option C: \$3185.00 (\$1655.00 non-refundable), approximately 14 meals per week

5.6.1 RESIDENCE SECURITY DEPOSIT

A Residence Security Deposit in the amount of \$500.00 must be paid upon conditional acceptance to residence. This \$500.00 Security Deposit is only refundable if the student remains in residence for the entire academic year and is not responsible for any damages in the residence and has no outstanding Concordia University of Edmonton student fees. This fee is also subject to the policies regarding Early Withdrawal and Cancellations. Returning residence students will only be required to pay the necessary funds to top up their Security Deposit if damages were assessed to it in the previous academic year.

Cancellations in advance of move-in are subject to the following policies:

1. If you are not admitted into an academic program at Concordia University of Edmonton, you will be refunded the full \$500.00 Security Deposit provided you submit a *Residence Cancellation Form* and a copy of your letter of non-acceptance to Concordia University of Edmonton Residence via email, registered mail, fax, or in person.

2. If you must cancel your residence application due to medical reasons, you will be refunded the full \$500.00 Security Deposit provided you submit a *Residence Cancellation Form* with proof of medical reason to Concordia University of Edmonton Residence via email, registered mail, fax, or in person.

3. Partial refund of the Security Deposit will be issued in the following circumstances:

- A \$400.00 refund will be issued if the *Residence Cancellation Form* is received before 5:00 p.m. MST on June 24, 2016 for the Fall 2016 semester admission or October 24, 2016 for the Winter 2017 semester admission.
- A \$250.00 refund will be issued if the *Residence Cancellation Form* is received after June 24, 2016, but before 5:00 p.m. MST on July 31, 2016 for the Fall 2016 semester admission or after October 24, 2016, but before November 30, 2016 for Winter 2017 semester admission.
- Cancellation on/after August 1, 2016 for Fall 2016 semester admission or December 1, 2016 for Winter 2017 semester admission.

admission are not eligible for a refund except as noted above.

Returning residence students will only be required to pay the necessary fund to top up their Security Deposit if damages were assessed to it in the previous academic year.

5.7 PARKING

Students are expected to exercise caution when driving in parking areas, to respect all restrictions posted on the streets or in parking lots, and to respect the property and the rights of neighbourhood residents.

Several parking spaces are reserved for students with disabilities who may arrange monthly parking permits through the Student Life and Learning office.

Email parking@concordia.ab.ca for more information.

5.7.1 HOURLY PARKING

Tegler Student Centre and Ralph King Athletic Centre:

Valid in Tegler Main Parking Lot and the Ralph King Athletic Center lot:

Monday to Friday from 7:00 a.m. to 5:30 p.m.

- \$2.50 for first hour, \$1.50 per hour after
- \$7.00 per day maximum (7:00 a.m. to 11:00 p.m)

Evenings after 5:30 p.m, weekends \$3.00

- All hourly parking is provided on a first come, first served basis
- Purchase daily passes from dispensers located in parking lots

- Cash, VISA, MasterCard, and American Express are accepted
- Peak times are 8:00 a.m. to 2:00 p.m., Monday to Friday
- Hourly parking stalls do not provide electrical outlets
- Tickets will be issued to vehicles not displaying valid passes

5.7.2 TERM PARKING PASSES

Concordia Parking Services offers limited quantities of on-campus reserved parking stalls and unreserved parking passes.

For further information go to: <http://concordia.preciseparklink.ca/>

Concordia passes for the following September term are normally available in late May

Edmonton Northlands, (located just across 112 avenue), offers parking passes for sale at the Concordia Bookstore.

Northlands passes for the following September term are normally available in early June.