

# QPIRG McGill Refund Policy

## **Preamble**

QPIRG is opposed to all forms of discrimination on the basis of: class, gender, race, sexual orientation, and dis/ability. QPIRG is committed to creating and maintaining safe(r) spaces on campus and as such, will ensure that QPIRG remains a comfortable and safe environment both for students seeking a refund on their membership fee and for QPIRG members, volunteers and staff.

## **Background**

According to QPIRG's Bylaws (Section 4D):

*"QPIRG McGill shall refund membership fees in accordance with these Bylaws and in accordance with policy set by the Board, during a refund period of fifteen (15) working days conducted each semester."* [4.D.3]

*"Fees shall only be refunded after student membership fees have been collected from McGill University."* [4.D.4]

## **Eligibility**

QPIRG student members may rescind their QPIRG membership and receive a full refund of their membership fees (\$3.75 / semester). By requesting and receiving a refund of membership fees, the student thereby forfeits all the rights and privileges of membership.

## **Procedure**

The refund period will be fifteen (15) working days during the Fall semester and fifteen (15) working days during the Winter semester.

For the entire duration of the refund period, students will be able to pick up their refunded membership fee at the QPIRG office (3647 rue University), during regular office hours. Additionally, QPIRG will establish a temporary location in the SSMU Shatner building (3480 McTavish), for the purposes of administering membership fee refunds, on five (5) of those fifteen (15) days.

## **Notice**

The refund period will be scheduled each semester to immediately follow the transfer of student fees to QPIRG by McGill University administration.

Notice of the refund period dates shall be given by the Board at least fourteen (14) days prior to the beginning of the refund period by:

- a. a notice in a student publication available to all student members of QPIRG McGill;
- b. notice posted in the QPIRG McGill office and in at least three (3) places on campus;
- c. a notice sent over the QPIRG McGill list-serve, where such a list-serve exists.