# University of Calgary

## Fall 2024 Application Guide

**Studied only outside Alberta and British Columbia**

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**Step 1**. Visit the [How to Apply page](#) on the UCalgary website.

The first step is to create a [UCalgary eID](#).
Step 2). Create eID - If you have never applied to the University of Calgary before, you will need to create an eID. Students who have applied or attended previously should use their existing eID to apply. If you cannot remember your eID, please contact IT support at 403-210-9300 or 888-342-3802 (toll free within North America).

Remember to take note of your eID and password. They will be essential for accessing your Student Centre once you have submitted your application.
Step 3). Sign in using your eID and password. Select 'Create a new application' to get started.

Create a New Application

Admission Forms

To start a new Undergraduate Application, please click on the 'Create a New Application' button below.
OR
To edit an incomplete Undergraduate Application, please click on 'Edit'.
OR
To change the term for an incomplete Undergraduate Application, please click on 'Edit'.
OR
To edit or view a submitted Undergraduate Application, please click on 'Edit/View'.

Create a New Application

<table>
<thead>
<tr>
<th>Application</th>
<th>Status</th>
</tr>
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<tbody>
<tr>
<td>No records to display.</td>
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Fall Application Dates (All other programs)
- August 15: Application opens for international students
- October 1: Application opens for Canadian citizens and permanent residents
- March 1: Last day to apply

Winter Term Application Dates (Bachelor of Nursing - degree holder and transfer route)
- July 1: Application opens
- September 1: Last day to apply

Spring Application Dates (Bachelor of Science in Energy Engineering)
- August 15: Application opens for international students
- October 1: Application opens for Canadian citizens and permanent residents
- February 1: Last day to apply

Summer Application Dates (Bachelor of Education - Community Based)
- August 15: Application opens for international students
- October 1: Application opens for Canadian citizens and permanent residents
- March 1: Last day to apply
Select the appropriate option regarding your student status

Admission Forms

Please complete the information below and click on the 'Create' button to start a new Undergraduate Application.

Create a New Admission

Are you an applicant who has only studied outside Alberta and British Columbia?  

- [ ] No  - [ ] Yes

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- March 1: Last day to apply
Read This First

Students who enter a service request with IT from one of the US embassies or consulates will receive a message that appears in your email. It is important to ensure you understand the details of your trip to Inyukria.ca.

Who should complete this application?

You should complete this application if:

- you have never attended the University of Calgary;
- you have attended another post-secondary institution since leaving the University of Calgary;
- you have attended the University of Calgary in an undergraduate degree program for 12 months or more;
- you are completing a degree at the University of Calgary and are applying to another institution;
- you have previously been required to withdraw or were suspended from the University of Calgary;
- you are a current University of Calgary student enrolled in an undergraduate degree program and wish to be considered for the BSW program offered by the Faculty of Social Work.

Other University of Calgary students currently enrolled in an undergraduate degree program who wish to be considered for another program for the Fall term (except those wishing to transfer to the BSW program offered by the Faculty of Social Work) should submit a "Change of Program" request through their on-line Student Centre. Students wishing changes for the Winter term are advised to consult their faculties.

How does the application work?

The application permits you to complete it in stages. If you do not get to the "Review and Submit" tab at the University of Calgary website of the application and click the "Submit" button, you will need to return to the ApplyAlberta website if you have previously studied in Alberta at https://www.applyalberta.ca/ to access your incomplete application. If you have never studied in Alberta, you will need to log back into your application on the University of Calgary website to complete it. Once the application has been submitted, you must access your application through your myUCalgary portal where you will be able to update your previous education and change your program choices until the deadline of February 1st for Spring applications, March 1st for Fall and Summer applications, and September 1st for Winter applications.

The application is interactive and will display valuable information in the form of pop-up windows that will assist you in applying to the University of Calgary. Please ensure that you turn off any window popup blockers that you have installed on your PC.

How much is the application fee?

A non-refundable application fee of $125.00 (CAD) will be charged for applicants who have attended institutions in Canada only. A non-refundable application fee of $145.00 (CAD) will be charged for applicants who have attended institutions outside of Canada. You may pay your application fee by Visa, Mastercard or American Express at the time of this application or submit payment through an alternate payment method. For Spring applications, the deadline for payment is February 1st. For Fall and Summer applications, the deadline for payment is March 1st. For Winter applications, this deadline is September 1st.

How do I navigate through the application?

- The navigation bar on the left enables you to jump to a specific section of the application without saving any data.
- To save your data, press the button "Save & Continue" button located below.
- You can come back and finish your saved application at a later time.

What is needed to apply?

1. Fill in all personal and contact information.
2. Select a first and second choice. If you receive an offer to your first choice, this is the only offer you will receive. We recommend you rank your program choices with your most desired program as your first choice.
3. Submit your application and pay the application fee.
4. All students, except students with education only in Alberta, will need to upload their transcripts through their Student Centre at my.ucalgary.ca.
5. For fall applications, you can change your program choices until March 1st.
6. Review your status by logging into your Student Centre at my.ucalgary.ca to find the most up-to-date details on your application status, required documents and deadlines specific to your application.

For more details on how to apply, see our website.

Is there a deadline for this application?

Fall term: March 1
- The University of Calgary accepts applications to most undergraduate degree programs for the Fall term only.
- Applications for the Fall term are accepted only for the Bachelor of Nursing Transfer, Degree Holder, and some Rural Community routes.

Winter term: September 1
- Applications for the Winter term are accepted only for the Bachelor of Nursing Transfer, Degree Holder, and some Rural Community routes.

Spring term: February 1
- Applications for the Spring term are accepted only for the Energy Engineering program.

Summer term: March 1
- Applications for the Summer term are accepted only for 4-year and limited 2-year after degree Community-Based BEd programs.

Collection of Information Statement

Privacy Notice

Personal information is collected under the authority of the Post-Secondary Learning Act, the Statistics Act, and the Income Tax Act (Canada). It is required to evaluate your application for admission and to be used to contact you regarding University of Calgary programs and services.

If you are admitted, the personal information collected here will form part of your student record and will be disclosed to relevant academic and administrative units, if granted an award, personal information may be released to the donor, the high school, and provincial funding bodies. It may also be used by the University of Calgary for promotional purposes.

In addition, specific data elements will be disclosed to the federal and provincial governments to meet reporting requirements as well as to the Student Union/Graduate Students Association in accordance with contractual agreements.

Please note that the following personal information is defined as the student’s personal record at the University of Calgary: your name, dates of registration and graduation, faculty of registration, and deans and departmental designations (if applicable). Information is considered confidential and will be used and disclosed in accordance with the Freedom of Information and Protection of Privacy (FOIP) Act.

Questions about the collection or use of your personal information may be forwarded to the Associate Registrar, Undergraduate Admissions by calling (403) 210-7625.
**Personal Information** - Enter your name as shown on your passport or identification card. If you go by a different name, you can enter it below, under Preferred First Name.

If you are attending or have applied to our **Open Studies** program, please answer the Open Studies questions appropriately.

Alberta Student Number - if you have not studied in Alberta or BC, the Alberta Student Number (ASN) field is not required.
Canadian Citizens may indicate Indigenous Identity.

The University of Calgary acknowledges and respects the rich diversity of learners, their communities, cultures and traditions, and their aspirations and abilities. In order to ensure equitable access and successful participation of Indigenous learners, the University of Calgary offers a number of pathways options for eligible students of Indigenous identity.

Students who are an Indigenous person – First Nations (Status or Non-Status), Métis, or Inuit – and self-identify on the application will automatically receive consideration through all Indigenous admissions pathways if needed.

Further information about the Indigenous admissions process is available on our website.

If you’re granted admission under the Indigenous admissions process, you will be asked to submit documentation to verify your status before registering for classes.

Still have questions? Connect with our Indigenous recruiter by phone (+1.403.210.7211) or e-mail (indigenous.recruiter@ucalgary.ca).
Non-Canadian citizens – Select your Country of Citizenship, with your expected Immigration Status in Canada from the list. Most non-Canadian citizens will select “study permit”, with the intent of applying for a study visa once they have received an offer from the University of Calgary.

Please use the following definitions when selecting your Immigration Status:

- **Permanent Resident** – You are a permanent resident of Canada.
- **Study permit** – You have or will require a study permit to attend the university.
- **Refugee** – You have received refugee status in Canada.
- **Work Permit** – You have or will have a valid work permit for Canada.
- **Other** – My status in Canada is not listed.

**Step 4). Select the term for your desired program** - Please ensure that you are applying to the correct term as the term cannot be changed once you submit your application and application fees will not be refunded if you apply incorrectly.
Step 5). Enter all high school and post-secondary education history.

High School

Grade 10, 11 and 12 – Please ensure you list the final three years of your high school education. If you have attended multiple schools, enter each school separately.
Enter correct curriculum(s) – Please make sure you enter the correct curriculum and highest grade attained/or currently completing for each school. For students studying in Canada, please skip unless you completed or are completing the IB diploma.
**Highest Level achieved in high school** – For your application, highest level achieved means completed or currently taking.

**Post-Secondary education** – Students coming directly from high school can complete this screen by selecting “I have not yet attended a post-secondary institution” and selecting “Save & Continue” (please move to Step 7). Transfer students, Dual-credit students, and students completing high school upgrading at post-secondary institutions are required to enter all details of their post-secondary education.
Post-Secondary academic history – Please provide a full and accurate academic history. Failure to do so may have negative implications on your academic file, as per section A.4 of the Academic Calendar.

For students who have attended institutions as a visiting or exchange student, these institutions are also required. Be as accurate as possible when selecting your academic credential.
If an Academic Credential is selected, the graduation date will become available – only select a credential if you are in the final year of your program (your program will be completed by the time you start at UCalgary).
Step 6). *First Choice* – If you receive an offer of admission to your first-choice program, this is the only offer of admission you’ll receive. We recommend you rank your application choices with your most desired program as your first choice.

Before moving ahead, please make sure to click the Admission Requirements link (see next page).
Admission Requirements

Make sure to review your admission requirements before submitting. You can select different education systems depending on your school and review the admission requirements for every undergraduate program the University of Calgary offers.

The drop down tabs beneath offer further information about the admission process.

After viewing the admission requirements, finalize your selection by marking the tick box, clicking “Add This Program,” and then selecting “Save and Continue” at the bottom of the page.

UCalgary offers many combined degrees which allow students to complete two degrees in five years. If you wish to apply for a combined degree, you can add it to your application here.
Step 7). Second Choice - Select another UCalgary program that you are interested in. We recommend choosing a program with a lower admission average for your second choice. If you receive an offer of admission to your second-choice program, you will still be considered for your first-choice program provided there is still space available in the program at the time you meet the requirements.
Step 8). Additional Information – ELP and EQA

English Language Proficiency (ELP) is required for admission to all programs. Until you have met the English Language Proficiency requirement, your application will not be evaluated.

Students who have attended high school for three years or post-secondary for two years in an approved English-speaking country automatically meet the English Language Proficiency requirement.

The Equitable and Inclusive Admission Process (EQA) is available to Canadian citizens and permanent residents (Bachelor of Health Science programs are excluded). Indicate whether you would like to be considered through this Admission pathway.
**Review and Submit** – Once all the sections have been completed, move on to the Review and Submit stage by selecting “Continue.”

<table>
<thead>
<tr>
<th>Section</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Read This First</td>
<td>Complete</td>
</tr>
<tr>
<td>Personal Information</td>
<td>Complete</td>
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<tr>
<td>Addresses</td>
<td>Complete</td>
</tr>
<tr>
<td>Contact Information</td>
<td>Complete</td>
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<tr>
<td>Citizenship</td>
<td>Complete</td>
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<tr>
<td>Select Term</td>
<td>Complete</td>
</tr>
<tr>
<td>High School</td>
<td>Complete</td>
</tr>
<tr>
<td>Highest Level Achieved</td>
<td>Complete</td>
</tr>
<tr>
<td>Post-Secondary Education</td>
<td>Complete</td>
</tr>
<tr>
<td>First Choice</td>
<td>Complete</td>
</tr>
<tr>
<td>Second Choice</td>
<td>Complete</td>
</tr>
<tr>
<td>Additional Information</td>
<td>Complete</td>
</tr>
</tbody>
</table>
Step 9). **Review Application** - This is the last opportunity to ensure you have entered all your information and education history correctly. Please review your application overview and make edits if required. To edit a previous page, click ‘Go back’ at the bottom of the page or select any of the previous tabs in the left menu.

![Image of the application form]

- **Admission Information**
  - Reference Number: JH006666
  - Sequence Number: 1
  - eID: rex.dinosaur
  - Term: Fall 2024
  - Last Update Date: August 23, 2023

- **Personal Information**
  - Name: Rex Dinosaur
  - Gender: Male
  - Date of Birth: September 20, 2008
  - Country of Birth: Canada
  - Email Address: rex.dinosaur@creslaco.com
  - Current Address: 2509 University Dr NW Calgary AB Canada T2N 1N4
  - Citizenship: Canadian
  - Immigration Status: Canadian
  - Applied at the University of Calgary: No
  - Previously Attended the University of Calgary: No
  - Alberta Student Number (ASN): No
  - Attending ESL Program: No
  - First Language: English
  - I am NOT currently registered in an Open Studies course(s) in the 12 months before the term I am applying to.
  - I have NOT applied and paid an application fee to University of Calgary Open Studies for one of the last 3 terms before the term I am applying to.

- **High School Attended**
  - Drumheller Valley Secondary School: Drumheller Valley Secondary School. Grade 12/12th Year
  - You must provide a transcript
  - Drumheller Alberta: September 2021 - June 2024
  - Highest Grade - 12
  - Diploma expected or received: I will receive my graduation diploma from this high school.

- **Program Information**
  - First Choice: Design in City Innovation
    - Program: Architecture, Planning, and Landscape, School of
    - Degree: BDes
    - Year of Program: 1
  - Second Choice: Data Science
    - Program: Science
    - Degree: BSc
    - Major: Data Science
    - Year of Program: 1

- **Additional Information**
  - I understand the English Language Proficiency requirement must be met before I can be considered for admission at the University of Calgary.
  - Yes

The deadline for payment of the application fee for a Spring application is February 1st. The deadline for payment for a Fall or Summer application is March 1st. The deadline for payment for a Winter application is September 1st.

If you require information or need assistance with your application for admission, please contact the Recruitment and Admissions Office at (403) 210-7625.
Step 10). Application Declaration and Payment — Please read the applicant declaration and select the appropriate payment option. The easiest method to pay the application fee is via credit card; you will be prompted to make the payment following this selection. You must click “Submit” for your application to be received by the Admissions Office.

Finalize application page — Please make sure to review the “What you should expect to happen next” information. You will receive your UCID/confirmation to the e-mail address you provided at the beginning of the application. Once you have reviewed your next steps, it is safe to select “Exit.”

Your application has now been submitted. Thank you for choosing the University of Calgary.