

This guide will walk you through making a payment from within your Student Centre through Flywire for **Academic** charges. You also have the option of sharing a secure payment link from within your Student Centre to a parent or relative who may be paying fees on your behalf.

This guide will specifically walk through a credit card payment option, and there are other payment types available for you to choose from.

1. Log into your UofC Student Portal (my.ucalgary.ca)

Log in

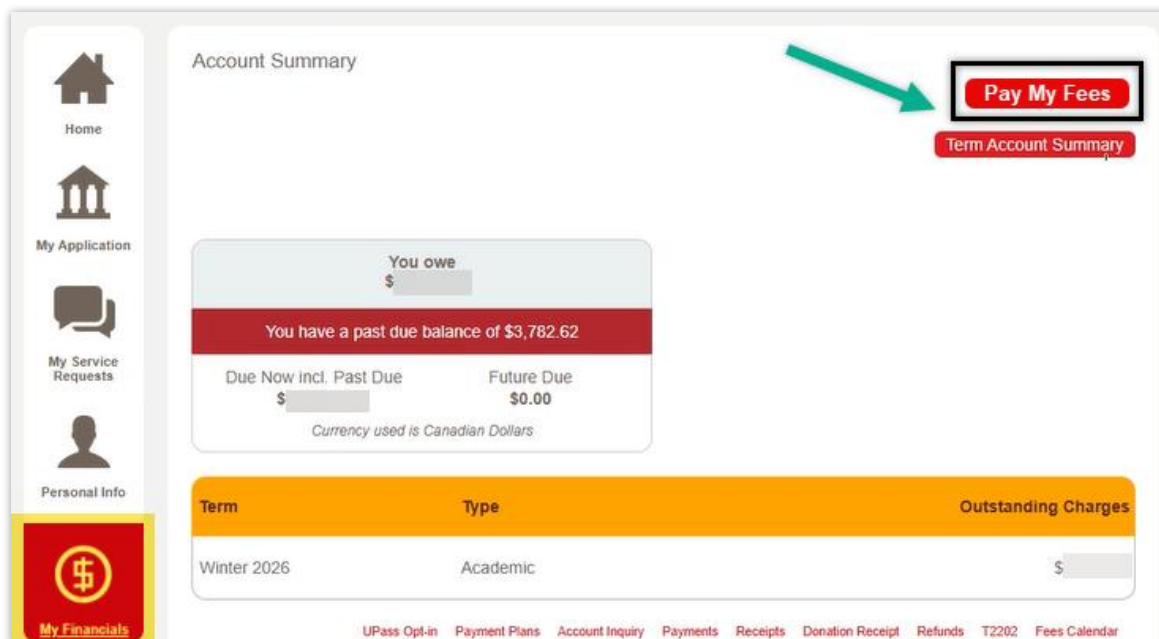
Continue with your IT account

For current students and staff.

Continue with your eID

For student applicants, alumni, and guests.

2. Go to **My Financials** and select the **Pay My Fees** link.



Account Summary

You owe \$

You have a past due balance of \$3,782.62

Due Now incl. Past Due	Future Due
\$	\$0.00

Currency used is Canadian Dollars.

Term	Type	Outstanding Charges
Winter 2026	Academic	\$

My Financials

UPass Opt-in Payment Plans Account Inquiry Payments Receipts Donation Receipt Refunds T2202 Fees Calendar

3. You will need to acknowledge the terms and conditions to select **Pay Application or Academic Fees**.

Pay my Fees (Supported by Flywire)

The University of Calgary has chosen Flywire as the official service for all domestic and international payments related to residence, tuition, and fees.

With Flywire, you can securely make and monitor payments directly through your Student Centre. Payment processing can take as little as one business day, depending on your chosen method.

To proceed to making a payment please acknowledge the following:

1. The payment is not, to the best of my knowledge, subject to any sanctions. I understand that refunds will not be issued to a sanctioned country or individual.
2. I confirm the payment is not from an illegal or improper source.
3. I understand the University is relying on this payment information and if inaccurate, there may be consequences, including action taken under applicable University policies or other legal recourse.
4. I understand that the University will issue refunds only for eligible payments, and that:
 - refunds must be approved prior to being issued
 - that any funds approved for refund may be subject to fees
 - that by using Flywire, refunds can be returned to the source of payment last made.

4. I understand the University is relying on this payment information and if inaccurate, there may be consequences, including action taken under applicable University policies or other legal recourse.

Payment History

Pay Application or Academic Fees
Pay Residence Fees

4. Make sure the Payment Type says **UC Academic**. You will be able to select how much you would like to pay. Please note: Payments are applied to the oldest charge first, regardless of what you select to pay. To see a full breakdown of charges and charge types, select Home to go back to your Student Centre. My Financials - Account Inquiry is where you will see a breakdown of your charges.

Flywire Payment

Empl ID Payment History

Institution UCALG University of Calgary 1

*Payment Type UC Academic

Listed below is the current outstanding balance on your Academic account by due date.

To make a payment:

1. Enter the amount you want to pay in the Payment Amount field.
2. Select **Update Total** to calculate the total payment amount.
3. When the **Payment Total** is correct, select **Make Payment**.

You'll then be directed to Flywire to choose your payment method and enter your payment details.

Some payment methods (like credit cards) will show as guaranteed faster than others. If you have questions, please visit [Using Flywire](#) for more information.

Note: Payments are always applied to your oldest charges first, regardless of which terms you select to pay. 2

Amount Owed						
Term	Bus Unit	Account Type	Due Date	Amount Due	Payment Amount	
Fall 2025	UCALG	ACD	Academic	2026/03/12	\$3.67	\$3.67
Winter 2026	UCALG	ACD	Academic	2026/01/30	\$3,879.78	\$3,879.78
Winter 2026	UCALG	ACD	Academic	2026/03/12	\$45.81	\$45.81
Total Charges		\$3,929.26	Payment Total		\$0.00	

Update Total
Make Payment

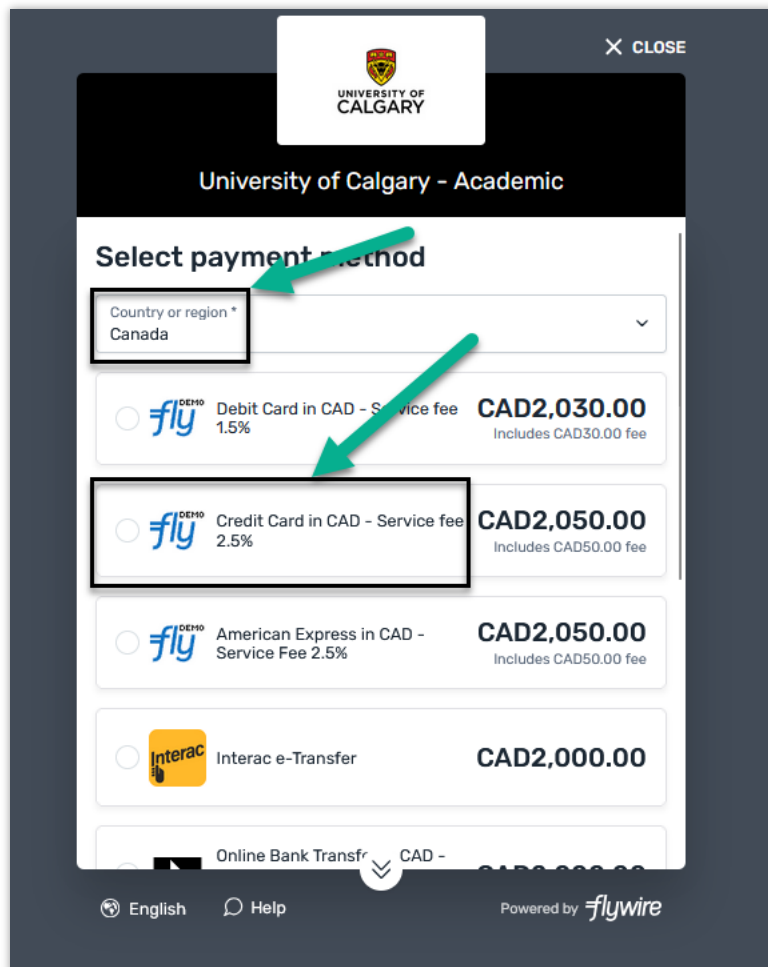
- If you would like to pay the total amount, select “**Update Total**” and then “**Make Payment**”. If you wish to make a partial payment, you may enter the value you wish to pay in the specific **Payment Amount** field. Note: payments will apply to the oldest charges, regardless which charges you select to pay.

Amount Owed						
Term	Bus Unit		Account Type	Due Date	Amount Due	Payment Amount
Winter 2026	UCALG	ACD	Academic	2026/01/30	\$1,883.45	\$1,883.45
Winter 2026	UCALG	ACD	Academic	2026/03/12	\$45.81	\$45.81
Total Charges			\$1,929.26	Payment Total		\$0.00

1 **Update Total** 2 **Make Payment**

Secure Shareable Link: If someone is paying academic fees on your behalf, you can share a secure payment link. Refer to the following [How-to-Guide](#) for steps on sharing a secure Flywire payment link.

- Select the country the payment is coming from and select the payment method you wish to pay through. In this example we are using a credit card. Other payment types are available for you to choose.



UNIVERSITY OF CALGARY

University of Calgary - Academic

Select payment method

Country or region *
Canada

fly Debit Card in CAD - Service fee 1.5% **CAD2,030.00**
Includes CAD30.00 fee

fly Credit Card in CAD - Service fee 2.5% **CAD2,050.00**
Includes CAD50.00 fee

fly American Express in CAD - Service Fee 2.5% **CAD2,050.00**
Includes CAD50.00 fee

Interac Interac e-Transfer **CAD2,000.00**

Online Bank Transfr CAD -


English Help Powered by flywire

7. You will need to scroll down to acknowledge Flywire's terms and conditions and then select "NEXT".

I have read, understand, and agree to the Flywire [Terms of Use](#) and [Privacy Policy](#)

NEXT

8. Enter the details of the person making the payment. This example has test information.

 UNIVERSITY OF
CALGARY

UNIVERSITY OF
CALGARY - Academic

Please provide the details of the person paying

First name *	Family name *
Test	Payer

Email *

mve@flywire.com

Address 1 *

31 Winter St

City *	+1	Phone number *
Marblehead		8003469252

Country or region *

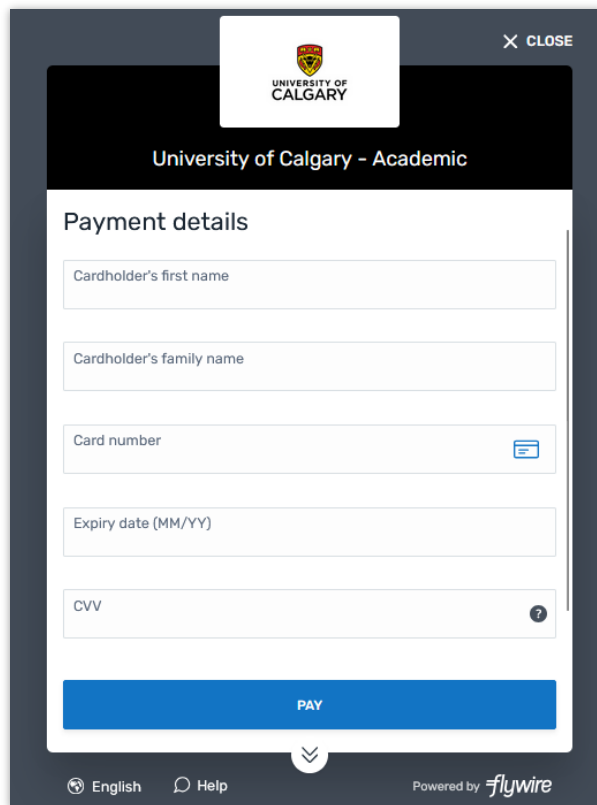
Canada

NEXT

English Help

Powered by flywire

9. Enter details of the credit card, or other payment option chosen.



10. If your transaction is successful, you will see a green checkmark before the page automatically reloads to the **Flywire Transaction History** shown below. You can also select "**Refresh History**" to verify payment status updates.

Flywire Transaction History

You have initiated the payment through Flywire.

You can see a summary of your recent transactions below, with the most recent payment listed first. To view older payments, go to the next page or select **View All**.

The Refresh History button will update the payment status if anything has changed. If you have questions regarding tracking your payment, please refer to [Flywire - Track my Payment](#).

The different stages of payment status and their meaning are outlined below.

- Initiated - Payment is pending and Flywire is expecting funds.
- Processed - Flywire has received the funds and payment is going through verification.
- Guaranteed - Flywire has received funds and is processing onto institution.
- **Delivered - Flywire has delivered funds to institution which will be posted on account within four hours.**
- Cancelled - Flywire Payment has been cancelled.
- Failed - Credit card payment did not process - please reinitiate a payment or reattempt the failed payment using your tracking link in the email Flywire sent.

Select 'Home' above to return to your Student Centre.

[Refresh History](#) [Make a Payment](#)

Empl ID

Payment ID	Payment Status	Amount	Payment Method	Updated	Posted
1	delivered	1,000.00	card	26/04/28 3:50PM	26/04/28 4:00:34PM

When your payment status shows **delivered**, your payment will appear posted to your student account within 4 hours.

Once your payment is posted to your account, you will be able to print official UCalgary receipts from within your Student Centre: My Financials – **Receipts** link.

If you have shared a secure Flywire Payment Link, you will also see any initiated payments in your **Flywire Transaction History**.

11. **End of Procedure. For further questions, please contact [Enrolment Services](#).**