



## Exchange Student Checklist

- Course registration:** Be sure to finalize your course registration, if you have not already. Check out the website <https://ucalgary.ca/international/study-abroad/incoming-exchange/courses/registration> or contact [ijexch@ucalgary.ca](mailto:ijexch@ucalgary.ca) with any questions.
- Academic Advisors:** Know where to contact your advisor [www.ucalgary.ca/registrar/registration/advising](http://www.ucalgary.ca/registrar/registration/advising)
- Finalize accommodation:** If you have not already, more information at [www.ucalgary.ca/iss/resources/housing](http://www.ucalgary.ca/iss/resources/housing)
- Visit the Welcome Centre:** They can help you navigate the uni and answer questions (located in International Student Services, [MSC 275](#))! (grocery, cellphone plans, etc.)
- Health Insurance:** It's best to buy insurance from your home country and bring it with you. UCalgary does not sell insurance plans for exchange students, but International Student Services can give some advice if you choose to buy insurance in Canada.
- IT Account:** Register for a UCalgary IT account, so that you will be able to access services on campus, including myUofC (student portal), Wi-Fi, email, D2L and more <https://itregport.ucalgary.ca/>
- Secure documents:** Save electronic copies of your passport, study permit, and other important documents (including your temporary resident visa, if you have one) and know any expiry dates
- Submit the Arrival Survey:** Due on Thursday, September 12: [https://survey.ucalgary.ca/jfe/form/SV\\_9TPvMvICzXhX7YG](https://survey.ucalgary.ca/jfe/form/SV_9TPvMvICzXhX7YG)
- ID card:** Pick up your UNICARD (student ID card) from the Unicard Office in the International House (IH) [www.ucalgary.ca/unicard/](http://www.ucalgary.ca/unicard/)
- U-PASS:** retrieve your UPASS (transit pass) by following the instructions on the UPASS website <https://www.ucalgary.ca/ancillary/parking/upass>
- Pay your fees:** You are automatically charged for a UPASS (\$165 CAD) and Campus Recreation (\$46 CAD). Easily process your payment through GlobalPay: <https://www.ucalgary.ca/registrar/finances/tuition-and-fees/how-pay-your-fees> Payment deadline Friday, September 22, 2024.
- Explore campus:** find your classrooms. [Campus Map](#)
- Textbooks:** Find out what you might need either at the UCalgary Bookstore ([www.calgarybookstore.ca](http://www.calgarybookstore.ca)) or Bound & Copied (Students' Union used bookstore) <https://www.su.ucalgary.ca/programs-services/student-services/bound-copied/>
- Need Home Institution Forms Signed?** Connect with the International Exchange team at [ijexch@ucalgary.ca](mailto:ijexch@ucalgary.ca) or visit the Study Abroad office in the Mackimmie Tower ([MT 501](#)).
- Newsletter:** If you are not yet receiving the International Student Services newsletter, email [iss@ucalgary.ca](mailto:iss@ucalgary.ca) to sign-up!
- Check out ISS Calendar of Events:** Exciting social programming & information sessions created for you! <https://events.ucalgary.ca/international-student-services/>
- Connect with us on Social Media:** on [Facebook](#), [@UCalgaryAbroad](#) on Instagram, and [YouTube](#)