

Preparing for Your Studies in Canada 2018-2019



WELCOME UNDERGRADUATE STUDENTS

Congratulations on your admission to the University of Alberta (UAlberta). This bulletin, and information on our website, can provide answers to many of your questions.

It is your responsibility to review this bulletin.

If you have any questions, contact us! We are happy to answer all inquiries.

CONTENTS

Immigration	1 - 2
Fees and finances	3
Cost of living	4
Finding a place to live	5
Health care	6
Prepare for your trip	7
Before you leave home	7
Getting there	8
Where to stay when you first arrive	8
Welcome services	9



CONTACT INFORMATION

University of Alberta International
International Services Centre
142 Telus Centre,
University of Alberta
Edmonton, AB T6G 2E1, Canada
780.492.2692
arriving@ualberta.ca
uab.ca/iss



IMMIGRATION



DO YOU NEED A STUDY PERMIT?

You need a study permit if you plan to study for more than six months.

- It is difficult to change your status once you are in Canada, if you might study in Canada for longer than six months, apply for a study permit.
- To be able to work while you study, you need a valid study permit and to be registered full time.
- If your studies continue after your study permit expires, you will need to renew.

APPLY EARLY

Your official letter of admission to UAlberta is posted in your [Bear Tracks account](#). Download the letter and immediately begin the process to obtain a study permit to attend the University. DO NOT start your studies at UAlberta without the proper permit.

STUDENTS OUTSIDE CANADA

1. Download your official letter of admission from Bear Tracks
2. Start immediately to get your documents together to apply for your study permit. Immigration, Refugees and Citizenship Canada (IRCC) can take up to 4 months to process an application. You can [apply for your permit online](#) or at the nearest Canadian Visa office in your country.

You may be required to complete:

1. An online assessment form
2. Study Permit Made Outside Canada (IMM 1294) form
3. Information about your family (Family Information IMM5645)
4. Details of employment and education history for you and your parents
5. A medical examination

Check with your local visa office to see if there are any other documents you need, or follow instructions in the online assessment form. The fee for the study permit application is \$150 Canadian.



DO YOU NEED A TEMPORARY RESIDENT VISA (TRV)?

Citizens of some countries require a Temporary Resident Visa (TRV) to enter Canada. Visit the [IRCC website](#) to see if you require a TRV. If required, you must obtain your TRV **before** leaving your country.

ARE YOU A VISA-EXEMPT FOREIGN NATIONAL?

You need to apply for an Electronic Travel Authority (eTA) before arriving in Canada. Visit the [IRCC website](#) to find out if you need an eTA.

STUDENTS WITHIN CANADA

If you are student currently at a high school in Canada, your study permit is likely only valid for that level of study. You need to apply for a post-secondary study permit **before** starting classes at UAlberta. Start the process at least three months before classes start. You can apply for your study permit using your admission letter in [Bear Tracks](#).

If you are coming to UAlberta from another post-secondary school within Canada, and your study permit has not expired, you do not need to modify your permit. However, you need to inform the IRCC online about your transfer to the University of Alberta.

Students already in Canada needing a new study permit are encouraged to submit an electronic application. Start the application process on the [IRCC website](#).

If you have a valid work or study permit and your Temporary Resident Visa (TRV) is about to expire, then apply to the Case Processing Office in Ottawa to obtain a new TRV. [See application instructions online](#).

CO-OP STUDENT OR INTERN

International students participating in a co-op or internship program must have a work permit and a study permit.

Send an [email to our advising team](#) for all work and immigration questions.



RECEIVING YOUR STUDY PERMIT

1. When your study permit is approved the visa office will issue a “letter of introduction” to say you are approved. **This letter is not your study permit.**
2. When you first enter Canada present your letter of introduction to Immigration at the airport to get your study permit. The Canada Border Services Agency officer may not ask, so it is your responsibility to show it.
3. When the officer sees the letter, they will give you a study permit.
4. Make sure all information on your study permit is correct, including dates and the spelling of your name.
5. If you are allowed to work on or off campus, make sure your study permit has “may work, allowed to work or may accept employment” printed on your permit, **before** you leave the immigration area.
6. If your study permit has to be mailed to you from the Port of Entry (POE), ensure you provide the visa officer with an updated address. If you are unsure of your Canadian address, give the following:
University of Alberta International Services Centre
142 Telus Centre
87 Ave & 111 Street
Edmonton, AB, Canada T6G 2R3
Note: It is your responsibility to check regularly for your mail at the International Services Centre.

Do not leave the customs area before you get this permit. If you do, you will have “visitor status” not “student status”. Once you enter Canada, it will be very difficult to change this status and you will not be able to study without the correct permit.

WORK ON CAMPUS

International students with valid study permits, who are enrolled full-time, are permitted to work, without a work permit, at any employment facility located within the boundary of the University of Alberta’s North campus, and at other U of A campuses, including Enterprise Square, Campus Saint-Jean, South Campus or Augustana.

English Second Language (ESL) and BP program students can only work on campus while they are completing the ESL portion of their degree. Check your study permit conditions before working. Note: On-campus jobs are limited and very competitive.

WORK OFF CAMPUS

International students may work off campus without a work permit if they:

1. Have a valid study permit
2. Are enrolled full-time in a UAlberta degree, diploma or certificate program of at least six months in duration.
 - Maximum of 20 hours per week during the regular academic sessions
 - Work full-time during scheduled school breaks; and
 - Must apply for a Canadian Social Insurance Number (SIN) after you arrive in Canada.

You must have an allowed to work statement written on your study permit.

FEES AND FINANCES



INSTRUCTIONAL AND OTHER FEES

You are charged tuition fees at the rate that is in effect when you register. Please note non-instructional fees are mandatory and non-negotiable. Additional charges vary and depend on the faculty. [View up-to-date information about fees.](#)

Official 2018/19 tuition rates will be posted on the UAlberta website as they become available. You are expected to plan for annual increases to tuition.

You can estimate your tuition and other fees for the faculty/program you have been admitted to using the [Cost Calculator](#).



EXCHANGE STUDENTS

Students attending UAlberta as part of an official exchange program pay most fees to their home university.

Exchange students must pay mandatory UAlberta health and transit fees:

- \$32 per month for the UAlberta Health Insurance Plan
- Visit the [U-Pass website](#) for more information on the U-Pass transportation fee.

FEE ASSESSMENTS AND PAYMENTS

Once registered for your courses, you can view your registration and the amount you must pay on [Bear Tracks](#). Fall/Winter assessments are not available until July.

If you make any changes to your registration, please verify in Bear Tracks. A change in registration may change the amount of money that you owe.

To avoid extra charges, all Fall fees must be paid by September 28, 2018 and Winter fees must be paid by January 31, 2019. If you plan to take courses during the Spring/Summer Terms (May through August), be sure to budget for additional instructional and other fees.

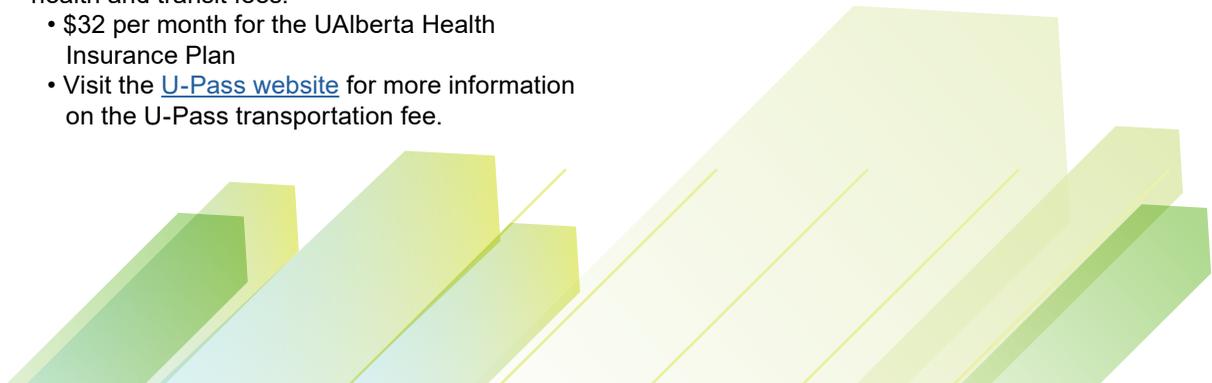
New students (excluding exchange students) admitted to the University must pay a tuition deposit of \$500 CAD before registering for classes.

All students are responsible for changes to their registration. If you decide not to attend, you must delete your class registration to avoid tuition charges.

TRANSFERRING MONEY TO CANADA

There are several ways to transfer money to Canada. You may bring travellers' cheques or transfer funds from your bank at home to your Canadian bank. The option you select will depend on the amount of funds being transferred, service charges and the timelines of each option.

[View a list of Canadian chartered banks and credit unions located close to the University.](#)



COST OF LIVING

Your cost of living depends on a number of factors:

- If you live in University or non-University housing
- If you live alone or share with roommates
- If you shop carefully and cook your own meals, or you frequently eat out.

The following table is an **estimate** of annual living costs for a single student who budgets carefully for food and personal expenses.



	8 MONTHS	12 MONTHS
ACCOMMODATION (UALBERTA RESIDENCE WITH SHARED FACILITIES)	\$10,938	\$16,407
ACCOMMODATION (UALBERTA RESIDENCE PRIVATE APARTMENT)	\$12,144	\$18,216
FOOD (MANDATORY MEAL PLAN FEE FOR UALBERTA RESIDENCES NOT INCLUDED)	\$2,400	\$3,600
CLOTHING	\$600	\$900
TRANSIT PASS	N/A	\$377
BOOKS & SUPPLIES	\$1,600	\$1,600
MISCELLANEOUS (CELL PHONE, HOME INTERNET, LAUNDRY, ENTERTAINMENT, PHARMACEUTICALS, DENTIST, ETC.)	\$2,400	\$3,600
TOTAL (SHARED RESIDENCE)	\$17,338	\$25,584
TOTAL (APARTMENT RESIDENCE)	\$18,544	\$27,393

PLEASE NOTE!

** Cost of living estimates do not include money to return home or visit other parts of Canada. You need to budget extra if you plan to travel.

From September to April, your U-Pass (universal transit pass) is included in your non-instructional fees, and is assessed with your tuition. You may need to purchase a pass for summer months. See Edmonton transit for more information.

This table does not include taxes, tuition and healthcare coverage.



FINDING A PLACE TO LIVE



You are responsible for finding your own housing while studying at the University of Alberta. You may choose to live on-campus in a University residence, or off-campus in private accommodations. Be sure to carefully review the details of any contract before signing.

CAMPUS RESIDENCES

For descriptions of UAlberta's different residences, current rates and the online application, visit the [Residence Services' website](#).

Each residence offers housing to specific student groups, based on your year of study and whether you're a single student, or you live with family.

Apply as early as possible. Applications open October 1 for the following upcoming academic year. Depending on the type of accommodation, Residence Services may accept applications year round.

Apply for residence even if you do not have full admission. New international undergraduate students who apply for university residence before April 30 are guaranteed a space.

A \$25 application fee must be paid by credit card.

You must make rent payments on either a long term contract or monthly basis, depending on the residence and unit type. Each residence charges an annual student association fee that varies from \$36 to \$80 (subject to change).



If you plan to arrive in Edmonton before your residence move-in date, [confirm with Residence Services](#) that you can move in early. If you cannot, you will need to find temporary accommodation until the move-in date.

Notify Residence Services if you are not able to move in on your planned dates. If you do not pick up your keys on the scheduled move-in date, you will lose your spot in residence.

OFF- CAMPUS HOUSING

If you plan to look for off-campus housing, arrive at least two weeks to a month before classes start. There will be fewer options available as September gets closer. International Student Services can help you search for off-campus housing once you arrive. Organize temporary accommodation, to have a place to stay while you arrange your permanent housing. Move-in dates are usually the first day of the month. Remember to include the cost of temporary accommodation in your budget.

Off-campus housing is available close to the University. Prices vary depending on size, facilities and location.

A one-bedroom apartment within a 30 minute walk from campus or closer will cost up to \$2,000 per month. If you are willing to live farther from campus, there is greater selection of affordable housing. Buses and trains (LRT) come to the University from most areas of the city.

Caution! Do not enter into any rental agreement until you view the accommodation in person and meet any prospective roommates. Carefully read the contract before you sign. Visit the [landlord tenant website](#) for more information.

[Get more accommodation tips on our website.](#)



HEALTH CARE



If you have an existing medical condition or detailed medical history, bring an English copy of your medical record with you. Be sure to bring an adequate supply of any prescription medication you are presently taking. When you arrive, contact a doctor to obtain a prescription for the medication. Also, bring an extra pair of eyeglasses in case you damage or lose your first pair.

Medical expenses can be extremely high in Canada, so you must have medical insurance. When you arrive, enroll in either the Alberta Health Care Insurance Plan (AHCIP), or the UAlberta Health Insurance Plan (UAHIP).

ALBERTA HEALTH CARE INSURANCE PLAN (AHCIP)

If you will live in Alberta for **12 months or longer**, you need to register yourself and your dependents in the Alberta Health Care Insurance Plan. There is no cost for this plan; however, you must submit an application in order to be covered. It is necessary to apply within three months of entry into Alberta for your coverage to be effective from the date of arrival. Proof of study or work permit, identity, and residency are required to apply for Alberta Health Care coverage.

You must also apply if you move to Alberta from a different province in Canada. Coverage starts the first day of the third month, following the date you arrived in Alberta. For example, if you arrived August 26, your health care coverage will begin November 27. You are considered to be covered under your previous provincial plan for these three months. If you moved from a different province where you did not have access to provincial health insurance, you are eligible to apply for UAHIP coverage until Alberta Health Care coverage becomes effective.

SU HEALTH & DENTAL PLAN

Undergraduate students at UAlberta automatically become members of the Students' Union (SU). If you are enrolled in at least 3 credits starting in fall or winter terms, and pay SU fees, you are automatically covered by the SU Health & Dental Plan.

The Plan was designed to provide many important services and cover expenses not covered by basic health-care coverage, such as:

- Prescription drugs
- Dental care
- Eye exams, eyeglasses or contact lenses
- Physiotherapists, massage therapists and chiropractors visits, and more.

For a complete and up-to-date list of benefits, visit the [StudentCare](#).

Your Student Health & Dental Plan does not replace basic medical coverage such as the Alberta Health Care Insurance Plan (AHCIP) or the equivalent University of Alberta Health Insurance Plan (UAHIP). Students wishing to opt out of the plan may do so only during the [Change-of-Coverage Period](#).

More information

Get more information about the SU Health & Dental Plan on their [website](#).

UALBERTA HEALTH INSURANCE PLAN (UAHIP)

If you will be in Alberta for **less than 12 months**, you are **automatically enrolled** in the UAlberta Health Insurance Plan (UAHIP). The cost of UAHIP is currently \$32 per month for single students.

Coverage begins the first day of the month your classes begin. If you arrive before the start of coverage period, purchase travel insurance that will protect you until classes start.

PREPARE FOR YOUR TRIP

DOCUMENTATION

Carry all of the following information with you on the plane. **Do not pack in your baggage:**

- Valid passport - including temporary resident visa (if required). Your passport should be valid for the duration of your stay in Canada.
- Letter approving your study permit application (issued by Canadian visa office)
- Original letter of admission from the University of Alberta
- Proof of funds available (for example, money transfer, letter of credit, scholarship or assistantship letter, or other proof)

If you stop in another country, on your way to Canada, check to see if you require a transit visa.

If you are a US citizen/permanent resident, or a resident of Greenland, or St. Pierre and Michelon, applying for a study permit at the border, make sure you have all required documents, listed on page 1 of this bulletin.

CANADA CUSTOMS

Detailed information about Canada's customs regulations is available from the Canadian visa office in your home country. For further information, see [Coming to Canada to study or work](#).

CURRENCY

When you arrive, try to have at least \$100 (Canadian or US) in cash. A currency exchange service is usually available at the airport from 4:30 a.m. to midnight. We also recommend that you have enough money to cover at least your first month's expenses, often around \$3,000 for a single student. This is for costs such as paying an extra month's rent as a security deposit, purchasing warm clothing, textbooks and supplies, furniture and household items.



BEFORE YOU LEAVE HOME

IN CASE OF EMERGENCY

Assign, an English speaking, family or guardian member to be your emergency contact. Take note of their current phone number and inform them that you are providing their name and number to UAlberta in case of an emergency.

If your emergency contact's information changes, it is your responsibility to update your emergency contact's information on Bear Tracks.

CHECK UALBERTA EMAIL

When you apply electronically to the University of Alberta, you are assigned a CCID and password to your current email address. Once you start communicating with the University, a CCID is created and uses a combination of your first and last name. It is automatically created for students, staff and faculty.

Your CCID and password allow you to access your University email. All official emails concerning your education (including the Office of the Registrar, International Student Services, Faculties and Departments, etc.) send important information, you need to know prior to your arrival, to your UAlberta email account.

To ensure you do not miss any emails, connect your current personal email to your new UAlberta email account. If you are unable to check your email now, make sure to do so as soon as you arrive in Canada.



WHERE TO STAY WHEN YOU FIRST ARRIVE

GETTING THERE

EDMONTON INTERNATIONAL AIRPORT

If you arrive in August to early September, visit the [Airport Welcome booth](#) on the arrivals level for information and help to get to campus.

If you arrive at a different time of year, staff at the Edmonton Airport Information Booth on the arrivals level can assist you.

The University and all major hotels are easily reached from the airport by taxi or [Sky Shuttle service](#).

The [ETS bus service](#) (Route 747) can take you from the Edmonton International Airport to the Century Park LRT (rail) station in Edmonton. From there, you can transfer to a train to the University campus or downtown area.

ARRIVE EARLY

1. Attend social events and orientations
2. Get to know campus and the city
3. Find off-campus housing, if necessary
4. Register for classes
5. Take an English or academic writing class

Unless you made previous arrangements with Residence Services to move into your University housing the day you arrive, you need to arrange temporary accommodation for the first few days of your stay. Below are the most popular choices. More information on other accommodations are available on our [website](#).

[Hostelling International](#)

edmonton@hihostels.ca

10647 81st Avenue

Phone: (780) 988-6836 / 1-866-762-4122

[Comfort Inn and Suites](#)

10425 100 Avenue

Phone: (780) 425-9791

[Days Inn Edmonton South](#)

10333 University Ave

Phone: (780) 430-0011

[University of Alberta Residence Services](#)

guest.services@ualberta.ca

Phone: (780) 492-6056

[St. Joseph's College Residence at University of Alberta](#)

(Available May through August)

sjcres@ualberta.ca

Phone: (780) 492-9027

WELCOME SERVICES

WHEN YOU ARRIVE

Visit [International Student Campus Check-in](#) first on campus. The Check-in provides you with information on :

- Orientation
- Health care coverage
- Student housing

INTERNATIONAL STUDENT SERVICES

International Student Services can assist you with any questions or challenges you might face. We are located at 142 Telus Centre. We enjoy getting to know and meeting all of our international students -- make sure to drop-by to say hello!

PROGRAM

[UofA+ program](#) is an intensive two-week program to help first-year international undergraduate students adapt to the academic culture in Canada.

You will learn about:

- Writing papers, lab reports, and review Canadian academic standards
- Communicating with professors, teaching assistants, and classmates
- Studying and note taking strategies, and your individual learning style for academic success
- Meeting professors' expectations for exams, assignments, group work, and class participation
- Using resources on campus to support your academic success

The program is held mid-August, before start Fall term classes start.

[Learn more about UofA + program!](#)

TRANSITIONS INTERNATIONAL STUDENT ORIENTATION

Transitions orientation is for all new international students who start in September. Transitions is held the last week of August, a week before classes begin.

Transitions helps you prepare for UAlberta's academic and social life, and introduces you to Edmonton's vibrant community. .

International students who attend Transitions usually have less difficulty with adjusting to UAlberta, immigration and other matters.

Transitions is also held in January for those starting Winter Term.

[Get more details about Transitions and register online!](#)

PEER PROGRAM

New students! Take advantage of the Peer Program, it connects you with other students and helps you settle into your new surroundings.

The Peer Program offers support and social events throughout the year.

[Complete the online application form](#) to join!

QUESTIONS?

If you have any questions or concerns email: arriving@ualberta.ca

For more contact information, [visit our website](#).

WE LOOK FORWARD TO WELCOMING YOU AT UALBERTA!