

Bachelor's applicants: have you been notified that you are admitted to UVic?

5 things you need to do now to move ahead with your UVic enrollment

1. Check your email and accept the offer

Be sure to carefully read your admission offer email, particularly the admission summary and important notes sections. Your offer email will include a link that you must use to tell UVic that you're accepting. [Sign in with your NetLink ID](#) to fill out the "I'm ready to accept" form. This will reserve your spot at UVic.

Top tip

Add @uvic.ca to your email safe senders to be sure that messages from UVic don't get caught in your spam filter.

2. Book on-campus housing (if you have not already)

Fall-start students who want to be eligible for the [first-year housing guarantee](#) must apply for housing by May 1. Transfer students can apply by May 15 for the housing lottery or find off-campus housing. To access the UVic Housing Portal, sign in using your NetLink ID [here](#) and then submit your application.

Top tip

Apply for housing starting from **the first Monday in February**. You don't need to wait for an offer of admission to apply to live in a residence.

3. Pay your acceptance deposit

[Submit your CAD\\$5,000 deposit](#) by the deadline specified in your offer email. It will be credited toward your tuition fees. Payment options are:

- [Convera GlobalPay](#) (allows payment in your own currency)
- International wire transfer
- Credit card (incurs a 2.5% transaction fee)

Top tip

The deposit appears as a payment in your portal under "Account summary by term". Within 48 hours of receiving funds, UVic issues your PAL.

4. Request your Canadian study permit

Make sure you have [all the documents](#) needed: your admission letter, UVic letter of acceptance and PAL (provincial attestation letter). [Apply for your study permit](#) online and pay the application fee and biometric fee. Government of Canada processing time can take up to 3 months, so don't delay!

Top tip

Reach out to UVic's [immigration drop-in advising](#) for further advice or any queries you have about the study permit process.

5. Submit your final grades and documents

Get official transcripts with your final grades sent to UVic, along with any other documents required to meet the conditions of your offer. Arrange for your ministry of education, educational institution or issuing authority to send your official transcript to admsscanning@uvic.ca. Transcripts sent by applicants are not considered official.

Top tip

If your official transcript is written in a language other than English or French, it must also include a notarized English translation by a certified translator.