University of Calgary
Fall 2024 Application Walkthrough
Studied in Alberta or British Columbia

Table of Contents

Step 1). How to Apply .................................................................................................................. 2

Step 2). Apply Alberta ............................................................................................................. 3

Step 3). University of Calgary Application – Create eID ....................................................... 11

Step 4). Sign in to Application and Personal Information .................................................... 12

Step 5). Select Desired Term.................................................................................................. 19

Step 6). Enter High School and Post-Secondary Education History ..................................... 20

Step 7). First Choice ............................................................................................................... 25

Step 8). Second Choice ......................................................................................................... 27

Step 9). Additional Information ............................................................................................ 28

Step 10). Review Application ............................................................................................... 30

Step 11). Application Declaration and Payment ..................................................................... 31
Step 1). Visit the How to Apply page on the UCalgary website.
Expand the accordion indicating you studied in Alberta or British Columbia, then click “Apply now” to get started.
**Step 2.** The “Apply Now” button will take you to the Apply Alberta application portal. Select “Apply Now!” or “Login to Resume Application.” If you have not already done so, you will need to create an Alberta.ca account. Once you have completed this portion of the application, the information you entered will transfer to the University of Calgary application from (Step 3 and beyond).

**Alberta Student Number (ASN)**
After creating and verifying your Alberta.ca account, you will be prompted to confirm your personal information and either enter your Alberta Student Number or create a new one. If you already have an ASN, enter it here (you can look it up if you do not know it); do not create another one. If you do not have an ASN, follow the prompts to create one. Once you have verified your personal information and entered your ASN, you will be able to proceed with the application.
Personal Information

The personal information requested on this form is collected for the purpose of determining eligibility for admission and/or the administration of academic programs and student services. After submission of an application, certain personal information may be made available by post-secondary institutions to federal and provincial government departments and agencies under appropriate legislative authority.

Applicant’s Name

Your name was entered as part of the account creation process.
First Name:
Last Name:

Preferred First Name:
Please enter your preferred first name for institutions to use when communicating with you, if different than above. For example, your Legal First Name may be Robert, and your Preferred First Name is Bob.

Legal Name

If your current or former legal name is not the same as the name displayed above, please enter your legal name. This will help with retrieving your transcript(s) and matching them to your application.

Legal First Name (if different than above):
Legal Middle Name (if different than above):
Legal Last/Family Name (if different than above):

Historical Entries

Enter all former names if different than applicant’s name shown above.

Other Information

Alberta Student Number:
Your Alberta Student Number was entered as part of the account creation process.

Date of Birth:
Your Date of Birth was entered as part of the account creation process.

Gender:
Your Gender was entered as part of the account creation process.
Addresses

This mailing address will be used for print correspondence from the institution.

- **Current Mailing Address**
  - **Country**: required
  - **Postal Code**: required
    - Enter Postal Code and click Fill Address
    - If you don't know your postal code, then click here first

- **Suite Number (if applicable)**
- **Address**

If the address displayed above is incorrect, select this box to enter your address manually.

Contact Information

- **Email Address**
  - Your email address was entered as part of the account creation process.
  - Email: [Enter email]

- **Phones**
  - Your Primary Phone and your Preferred Phone are required.
  - [Input fields for countries, codes, and numbers]
Citizenship

Enter your current citizenship status.

Country of Citizenship: required
Enter your country of citizenship.

- Canada
- United States
- Other: Select a Country

Indigenous Ancestry:
Apply Alberta is collecting this information on behalf of Alberta Advanced Education and post-secondary institutions, pursuant to Section 33(c) of the FOIP Act, as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Indigenous learner success. For further information or if you have questions regarding the collection activity, please contact Office of the Director, Data Management and Governance, Post-Secondary Policy and Strategy, Alberta Advanced Education, 10115-102 Street, Edmonton, Alberta, T5J 4G8, (780) 422-4522.

If you wish to declare that you are an Indigenous person, please specify:
Select an Option
High School Courses and Marks – UCalgary does not use predicted grades for evaluation purposes as we obtain your grades directly from your transcript. Please complete this page as other Alberta institutions may use information you report here.
Highest Level
 Achieved

Post-Secondary
 History
Additional Information

ApplyAlberta collects this information on behalf of Alberta’s post-secondary institutions and/or Alberta Advanced Education.

First Language

Select the first language you learned and still understand.

- [ ] English
- [ ] French
- Other: [ ]

First-Generation Students

Have either of your parents/guardians attended a university or college?

You may choose to indicate whether one or more of your parents/guardians have attended a post-secondary institution. You are not required to provide this information, and your choice will not affect your admissions decision; if you do respond, we will forward this information to your chosen institution(s) to inform the possible development of services and supports for first-generation students.

Select an Option [ ]

Provincial / Territorial Student Numbers

If you attended a Canadian high school or post-secondary institution outside of Alberta, enter your Provincial/Territorial Student Number(s) here.

Province / Territory: Alberta Student Number (ASH)

Student Number: [ ]

Add Student Number
Select the University of Calgary from the list of institutions – you will be directed to the UCalgary website.
Step 3). 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 4). 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>
</thead>
<tbody>
<tr>
<td>No records to display.</td>
<td></td>
</tr>
</tbody>
</table>

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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**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
Students who enter a service request with IT from one of the USD embassy countries will receive a message that appears to restrict access to support. This is not a University of Calgary restriction but a result of the service provider being located in the USA. To bypass the service provider and obtain technical support, please email the details of your issue to ita@ucalgary.ca.

It is important that you read through this page before going through the other sections of the application. Please click the checkbox below to confirm that you have read this page.

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 not attended the University of Calgary for 12 months or more;
- you are completing a degree program at the University of Calgary and are applying to another degree program;
- 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 another program.

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 B&W 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 see their faculties.

How does the application work?

The application permits you to complete it in stages. If you did not get to the “Review and Submit” tab of the University of Calgary portion 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 pop-up blockers 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 end 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, the deadline for payment 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 date.

What is needed to apply?

1. Explore programs offered at the University of Calgary, including admission requirements.
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 that 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 entry in Alberta, will need to upload their transcripts through their Student Centre (my.ucalgary.ca).
5. For fall applications, you can change your program choices until March 1.
6. Review your status by logging into your Student Centre (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.

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 will also 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 the Students Union/Graduate Students Association in accordance with contractual agreements.

Please note that the following personal information is defined as the student’s public record at the University of Calgary: your name, dates of registration and graduation, faculty of registration, and all extended degree programs. It is considered confidential and will be used and disclosed in accordance with the Freedom of Information and Protection of Privacy (FIPPA) Act.

Questions about the collection or use of your personal information may be forwarded to the Associate Registrar, Undergraduate Admissions by calling (403) 210-7425.
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.
### Addresses

#### Current Mailing Address
- **Country**: 
- **Address**: 
- **City/Province/State**: 
- **Postal/Zip Code**: 

#### Permanent Address
- **Country**: 
- **Address**: 
- **City/Province/State**: 
- **Postal/Zip Code**: 

### Contact Information

The email address you provide will be used to communicate with you. You will receive the following by e-mail:
- a confirmation of receipt of your application
- your University of Calgary ID (UCID) number within 1-2 working days of your submission of this application for admission
- important information from the University of Calgary regarding your application

#### Email Address
- **Email Address**: 
- **Confirm Email Address**: 

#### Phones
- **Primary Phone**: 
- **Area Code**: 
- **Phone Number**: 
- **Extension**: 
- **Mobile Phone**: 
- **Area Code**: 
- **Phone Number**: 
- **Extension**: 

Go Back  |  Save & Continue
Citizenship

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 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 5). 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.

**Select Term**

Select a desired term

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**WARNING:** Please ensure that you select the correct term for your desired programs as the application fee is non-refundable and the term cannot be changed once you have submitted your application.

Programs available for application vary by term:
- Bachelor of Nursing - Degree Holder and Portage Community Routes are offered in Winter;
- Bachelor of Nursing - Transfer Route is offered in Fall and Winter;
- Bachelor of Science in Energy Engineering is offered in Spring;
- Bachelor of Education - 4-year and limited 2-year after degree Community-Based programs are offered in Summer;
- All other programs are available in Fall.

If you are at the "Program Information" stage of this application and your desired programs are not listed, please go back to "Select Term" to select the appropriate term and continue with your application.

Unsure about which term you should apply to? Ask Recruitment and Admissions.

Go Back | Save & Continue
Step 6). 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 – 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 if you completed or are completing the IB diploma.

1. High School History
   - Did you attend high school? [Yes/No]
   - Add a High School

2. Add High School History
   - Country
   - City/Town
   - Start Date
   - End Date

3. Have you completed or will you complete any of the following types of curriculum before entering post-secondary (select all that apply):
   - HL IB Courses/Certificates
   - AP Courses
   - [Select Highest grade attained or currently completing]
   - [Yes/No]

4. List all high schools where you completed courses at the grade 10, 11, and 12 level.

   - Select: [IB Diploma, GCE O/A Levels, Canadian Curriculum Abroad, American High School Curriculum, Indian Curriculum, French Baccalaureate]
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 7). 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.

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 8). 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 9). 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.”
**Step 10). 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.
Step 11. 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.