

The UPass is a mobile pass that covers Calgary transit for a four-month period. Students who are full-time, and have not been charged for the pass, can opt-in to the UPass for the current term. This includes Visiting Student Researchers and PGME trainees (residents/fellows). For more details, please visit the [UPass website](#).

NOTE: If you are a current PGME trainee and attempting to opt-in to UPass for the May 01- Aug 31 period, you can only select the Spring term for opt-in. Fall PGME trainees can opt-in to the UPass for Fall in mid August for the Sept 1 – Dec 31 period, and Winter UPass in mid December for Jan 1 – April 30 period.

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.

 UNIVERSITY OF CALGARY | **Start something.**

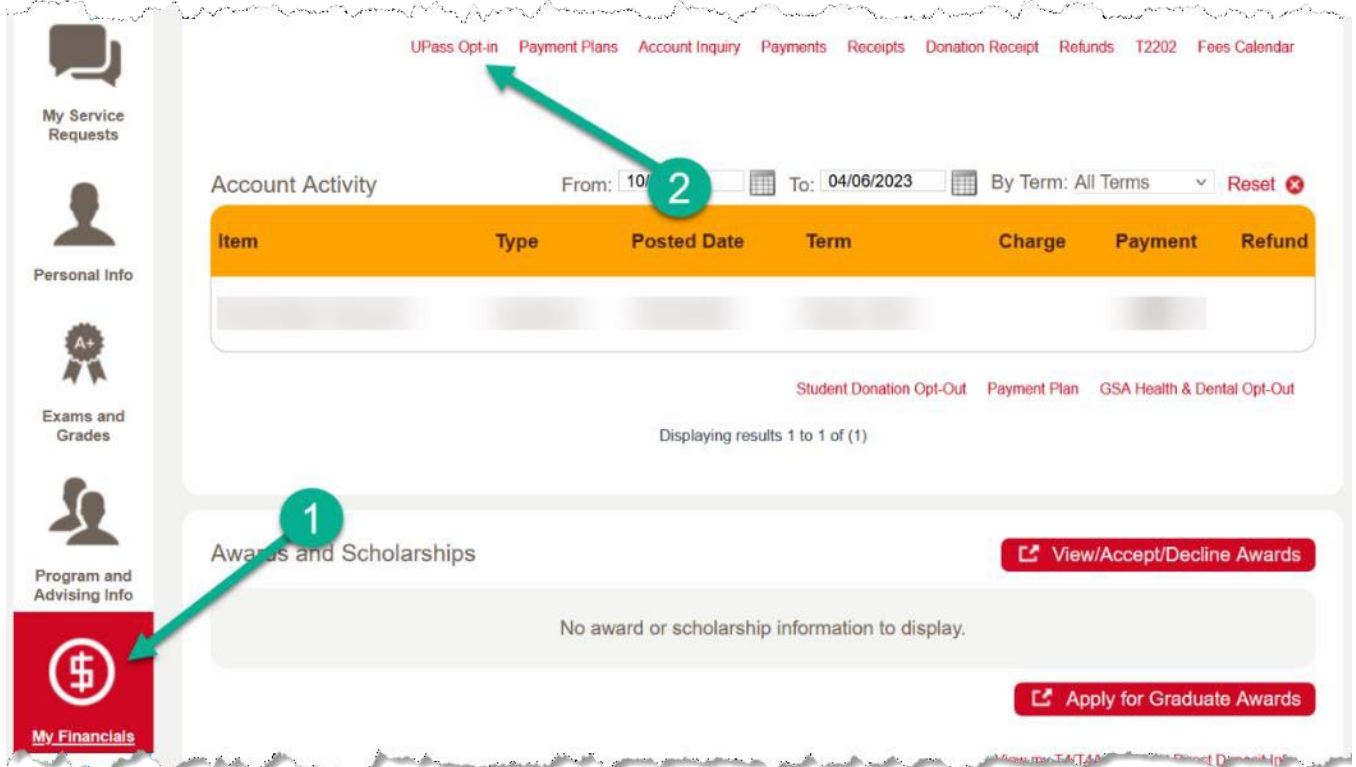
Sign in

[Can't access your account?](#)

[Back](#) [Next](#)

[Register IT Account](#) | [Account FAQs](#) | [Contact UCalgary IT Support](#)

2. Go to the **My Financials** page and click on the **UPass Opt-in** link.



My Service Requests

Personal Info

Exams and Grades

Program and Advising Info

My Financials

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

Account Activity From: 10/ To: 04/06/2023 By Term: All Terms Reset

Item	Type	Posted Date	Term	Charge	Payment	Refund

Student Donation Opt-Out Payment Plan GSA Health & Dental Opt-Out

Displaying results 1 to 1 of (1)

Awards and Scholarships View/Accept/Decline Awards

No award or scholarship information to display.

Apply for Graduate Awards

3. The **UPass Opt-in** window shows eligible opt-in options and important information.

Select your desired UPass term and then click **Next**.

If you are full-time in both Spring and Summer terms and are trying to opt-in, only select one term for opt-in. Selecting both will charge you for two passes even though they are for the same dates.

Select Opt-in Fees

The UPass is a mobile pass that covers Calgary transit for the four-month period listed below.

The UPass opt-in fee is a flat rate which is **not prorated** based on the opt-in date and is **non-refundable** as long as you maintain your full-time status in the specified term. Refer to the [UPass website](#) for more information.

Check the SELECT box to opt-in to the Calgary UPass for the following term. Note: If you are full-time in both spring and summer, and not already charged the UPass, only select one term to opt-in to the Calgary UPass.

Select NEXT to confirm the Calgary UPass opt-in. Once your selection is confirmed, the UPass fee will be added to your Student Account and will be due on the due date visible in **My Financials** under **Account Inquiry**.

Available Items	Term	Unit Price	Select	Item Total
1 UPass Spring (May 1 - Aug 31)	P26	175.00	<input checked="" type="checkbox"/>	0.00
2 UPass Summer (May 1 - Aug 31)	S26	175.00	<input type="checkbox"/>	0.00

Currency used is Canadian Dollars

Total

0.00

Next

4. Your selected UPass opt-in will be displayed here. Validate the date range and fees for the opt-in. **Select Confirm** to opt-in to the UPass for your selected term.

Confirm Opt-in Fees

The selected Calgary UPass opt-in is displayed below and will be valid for the four-month period listed.


The UPass opt-in fee is a flat rate which is **not prorated** based on the opt-in date and is **non-refundable** as long as you maintain your full-time status in the specified term. Refer to the [UPass website](#) for more information.

To opt-in to the Calgary UPass for the specified term, select CONFIRM.

Selected Items	Term	Item Total
UPass Spring (May 1 - Aug 31)	P26	175.00
Total		175.00

Currency used is Canadian Dollars

[Previous](#) [Confirm](#)



5. UPass is successfully opted-in, fees associated with the UPass will be due on the term fee deadline.

Confirm Opt-in Fees

The selected Calgary UPass opt-in is displayed below and will be valid for the four-month period listed.


The UPass opt-in fee is a flat rate which is **not prorated** based on the opt-in date and is **non-refundable** as long as you maintain your full-time status in the specified term. Refer to the [UPass website](#) for more information.

To opt-in to the Calgary UPass for the specified term, select CONFIRM.

Selected Items	Term	Item Total
UPass Spring (May 1 - Aug 31)	P26	175.00
Total		175.00

Currency used is Canadian Dollars

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6. The UPass opt-in fee will now show as a charge in [My Financials](#) for the selected term.

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