

NEW STUDENT CHECKLIST

BUSINESS STUDENTS



Welcome to Continuing Studies at the University of Victoria! We are so pleased to have you as new student in our Business and Management programs.

Once you have a confirmation of your acceptance, check out the following steps to help you succeed before and during your first term as a student:

PREPARATION ESSENTIALS

Create your [UVCS Account](#)

1



Create your [UVic Email](#)

2



Create your [UVic Netlink ID](#)

3



4

Read your Welcome Email from the Business department. It has great information for you as you begin!

5

Find course application and registration dates and deadlines on the [Important Program Dates](#) page.

6

Save the date for [Orientation](#) and register for the session.

7

Learn [how to register for courses](#).

8

Select your courses. Consider the type of courses you are selecting, plan your program, and check out our [micro-credential course](#) information.

9

Pay your [tuition](#) and student fees.

BEFORE YOUR FIRST DAY



Purchase new, used, and digital books at the [UVic Bookstore](#). Lists of what textbooks you'll need will be available online three weeks before classes begin.



Obtain your **ONECard**, which is your official UVic identification. If you have submitted a photo online, follow the instructions you were provided regarding card pick-up.



Each of your courses may have a different **delivery style**. For example, your online class could be asynchronous, so make sure you understand what type of experience each class will be.



You can change your course schedule up to one week before the start of the term. Our **International student advisor** and **program advisor** are available to help you.



TECHNOLOGY SETUP

1

Access your official [UVic Microsoft 365 account](#).

2

Install the [DUO Multi-factor Authentication](#) app.

3

Check out the [UVic Safety](#) app.

AFTER CLASSES START



Review Your Course Outline

This document is like a roadmap for your class. It details what the course covers, what's expected of you, and highlights important dates and deadlines.



Networking

Remember to reach out! You're in a great hub to meet and connect with new people.



Time management

Identify your most important tasks, and always be aware of deadlines for your assignments and assessments.



Career services

Meet with our [career educator](#) to learn how you can connect what you love, what you're great at, what the world needs, and what you can be paid for.



Support Systems

We're here to help you through challenges! You have access to [student support](#) services for mental health and accommodation needs.



Exploration

Adventure awaits! Don't forget to check out what the [UVic campus](#) and [city of Victoria](#) have to offer!

If you have any questions, please feel free to contact us at bmt@uvic.ca