New Student Checklist

We are looking forward to your arrival! The information below will help you to prepare for your studies at the ELC.

☐ Fees
Full fees are due five weeks before the start of each program. Please refer to your documents for payment due dates. Fees must be received in full before you will be able to start your classes. For information on paying fees and refunds, please visit: uvic.ca/elc/how-to-apply/payment

☐ Immigration Documents
It is your responsibility to obtain the correct documents from Immigration, Refugees and Citizenship Canada (IRCC) and to abide by their conditions. To confirm what documentation you’ll need and to learn about the application process, visit: cic.gc.ca. Canada requires an Electronic Travel Authorization (eTA) for students from “visa-exempt” countries travelling to or transiting through Canada by air.

☐ Program Information and Schedule
Find your program and schedule details here: uvic.ca/elc/current-students

☐ Pre-Arrival Handbook
This guide will help you prepare to live in Victoria: uvic.ca/elc/pdf/PAH

☐ Health Insurance
Health insurance for the duration of your program is included in your mandatory “Student Services Fee.” Please check your email for a message from Guard.Me confirming your coverage and bring it with you to your English Language program. guard.me/uvic
Students studying for more than 6 months MUST apply for British Columbia Medical Services Plan (BCMSP) upon arrival (3 month waiting period). https://www2.gov.bc.ca/gov/content/health/health-drug-coverage/msp

☐ Accommodation
If you applied for homestay accommodation for your ELC program, you will receive details about your Canadian host family 2 weeks before your program start date. For more information about homestay, please visit: uvic.ca/elc/homestay

Questions?
Please contact our office at: elcreg@uvic.ca

☐ Netlink ID
You must set up your Netlink ID before arrival. Use your UVic V-Number from your Letter of Acceptance along with your Full Name and Birth Date at this link: uvic.ca/uvicid/index.php
This ID allows you to access your class information during the first week of your program.

☐ Emergency Contact Information
Log in to “My Page” with your Netlink ID to add Emergency Contact information to your account. continuingstudies.uvic.ca/Account/ContactInfo#/editEmergencyContact

☐ Register for Activities Online
You can register for activities such as Vancouver trips, Butchart Gardens, kayaking, and whale watching online by following these steps:
• Visit bit.ly/2n1qwtg
• Click ‘View & Register’
• Add to Shop Cart
• Login with your Netlink ID
• Pay using Visa, Mastercard or AMEX

☐ Complete Your Self-Assessment
Please complete your English Level Self-Assessment form for testing placement at the beginning of your program. Use your Netlink ID to login here:
continuingstudies.uvic.ca/srs/form/?id=214

☐ Submit a Photo for Your UVic ONECard
Step 1: Log in to Your UVic “My Page” using your Netlink ID: www.uvic.ca/cas/login
Step 2: Upload and submit your ONECard photo on your UVic “My Page”: www.uvic.ca/mypage/p/onecardaccount.ctf1/max/render.ip
You will receive your ONECard when you arrive.

☐ Submit Your CARSA Waiver
Log in with your Netlink ID to complete your CARSA waiver and obtain access to UVic’s Athletic facility: https://activeliving.uvic.ca/Account/Login

☐ Connect With Us Online
Facebook: English Language Centre at UVic
Instagram: @elc_ovic Twitter: @ELC_Uvic