

Spring 2027 Exchange: *Preparation Checklist*

Application to Host University

- ☐ Order your official UVic digital transcript via Online Tools for \$10
- ☐ Follow host university instructions and submit application documents before deadline

UVic Academic Advising & Courses

- ☐ Meet with your UVic Academic Adviser to discuss exchange and degree planning at UVic
- ☐ Complete online Exchange Course Pre-Evaluation form for host university courses
- ☐ Remain registered for Spring 2027 UVic courses as a back-up plan, but drop courses in mid-November

Course Selection at Host University

- ☐ Receive instructions from host university about course availability and follow their guidelines to register for Spring 2027 exchange courses

Study Visa for Host Country

- ☐ Obtain an exchange confirmation letter from the host university before your visa appointment
- ☐ Notify ICS Exchange Team if you need a letter from UVic verifying your exchange opportunity

Accommodations

- ☐ Receive resources from host university regarding housing options
- ☐ If opting for on-campus housing, submit accommodation application to host university by deadline

Travel Insurance

- ☐ Notify Alumo insurance that you will be participating in the Exchange Program, via Support Form on their website

Safety

- ☐ Register for *International SOS* (ISOS) and download app for easy access and support
- ☐ Register with Registration of Canadian's Abroad (ROCA) via Government of Canada website

Funding

- ☐ Visit Student Award & Financial Aid office to discuss loans/scholarships on exchange