

Taking courses at another institution as part of your UVic degree

If you're thinking of taking courses elsewhere as part of your degree, you have two options:

- Participating in a formal exchange program
- Studying on a Letter of Permission (including field and language schools)

Students on exchange will work with their adviser to clarify exchange credit. For Letters of Permission, not all courses and programs are eligible for credit, so it is important to confirm before you start studying. A Letter of Permission will confirm whether a course is eligible and what transfer credit you will receive.

International student services (ISS) exchange program

Students participating in the exchange program study at one of UVic's [partner institutions](#). Participants will:

- Be supported by an exchange adviser - prior to departure, while abroad, and on return to UVic
- Gain international experience, while paying UVic tuition fees
- Receive exchange credit, which can be applied to the UVic residency requirement

Students interested in the exchange program can review the [information online](#) or meet with an exchange adviser in International Student Services.

Letters of permission and transfer credit

Students taking courses at another institution (including field schools and language courses) do so on a [Letter of Permission](#), issued by UVic prior to beginning studies. The letter will:

- Confirm your enrolment at UVic and allow you to apply as a visiting student
- Confirm credit eligibility towards your UVic degree
- Clarify what transfer credit will be received for the courses you plan to take

Requests must be submitted before you begin courses and at least eight weeks in advance for international institutions.

Students can visit the [Academic Advising Centre](#) if they have questions regarding eligibility criteria, payment, or submission options for a Request for Letter of Permission form.