

## GSB Application fee Payment Instructions

If you are making your payment from a bank account outside of Canada you may send your payment to the University of Victoria via international wire transfer.

### Wire transfer instructions:

1. Provide the University of Victoria bank information to your bank:

Royal Bank of Canada (RBC)  
1079 Douglas St  
Victoria BC

Transit #08000  
Institution #003  
Account #000-009-1  
Swift ROYCCAT2

2. Ensure that your bank uses your name in the reference field for the wire transfer.
3. Send a scanned copy of your payment receipt to our office [sdlove@uvic.ca](mailto:sdlove@uvic.ca) to ensure that we are made aware of your payment. Failure to do so will mean it will take longer for your payment to be identified. You are responsible for ensuring that the payment arrives before the payment deadline.

### **\*Reminders:**

Routing banks often take a \$25 wire transfer fee from your payment, so the amount the University of Victoria receive is less than what you pay. In order to avoid your payment being short you should include \$25 extra in wire transfer payment amount. **However, DO NOT SEND more than this extra \$25 in your wire transfer. Any overpayments will be credited to future tuition and will not be refunded to the student.** If you are calculating currency exchange rates be sure to use the sell exchange rate.