

Education Planner BC

How to Apply for the BCom Dual Degree Program



Gustavson
School of Business
University of Victoria

Step 1

1. Inform your university coordinator that you wish to sign up for the BCom Dual Degree program at your university.

2. Check out our website for more details and program information.

<https://www.uvic.ca/gustavson/international/international/dual-degree-program/index.php>



The screenshot shows the Gustavson School of Business website. At the top, there is a navigation bar with links for UVic home, Fall 2021, Admissions, Academics, Research, Library, Students, and Faculty & staff. Below this is the Gustavson School of Business logo and name, along with links for GSB Connect, Faculty Activity Database (FAD), and Learning in Motion. A secondary navigation bar includes Home, Undergraduate, Sardul S. Gill Graduate School, Executive Programs, International, Our people, and Research. The main content area features a sidebar with a menu of international programs, including Covid-19 Information, Short term studies, Incoming exchange students, Outgoing exchange students, International degree students, International partnerships, Study abroad students, Dual Degree program (highlighted), Program Information, Work Term FAQs, and Information session schedule. The main content area displays the breadcrumb 'home » international » dual degree program', the title 'Dual Degree Program', and a banner image of a person kayaking on a lake. Below the banner is the sub-header '"2+2" Dual Degree Program' and a paragraph explaining the program: 'The Bachelor of Commerce (BCom) program at Gustavson initiated its "2+2" dual degree program in 2008. In Year 1 & Year 2 students complete pre-commerce courses (a mix of required courses and electives) and in Year 3 & Year 4 students complete their commerce courses.' A final paragraph states: 'Dual Degree students apply for entry directly into Year 3 of the BCom program, after successfully completing a minimum of 2 years at their home institution. Upon completion of the BCom program, students will graduate with two degrees, a BCom degree from the Gustavson School of Business and a degree from their home institution.'



Step 2

1. Go to:
<https://apply.educationplannerbc.ca/>
2. Click on "Sign Up for your EducationPlannerBC Account"

https://apply.educationplannerbc.ca

Site Alert

Our [Help section](#) and [Frequently Asked Questions](#) provide troubleshooting tips and answers to common questions ([Known error messages and their solutions](#) / [Fee Payment decline and transaction questions](#)). Please use our [Contact Us](#) form if needed or [send us an email](#) with your question and details.

  PLAN SEARCH APPLY HELP Log in

Home » Apply

APPLY

APPLY FOR ADMISSION

This is the application portal for admission to one or more BC post-secondary institutions. Not sure how to apply? Check out our step by step tutorial [here](#).

Note: To apply to the following institutions [click here](#).

- BC Institute of Technology
- Royal Roads University

To get started,

 [Sign Up for your EducationPlannerBC Account](#)

OR

[Login to your EducationPlannerBC Account](#)

 Complete your common, applicant **Profile**.

Then,

- 1** Select Institution
- 2** Complete Application
- 3** Review & Submit



Step 3

1. Insert your preferred email and choose a password you will remember.
2. Confirm your password and read the "Consent Collection Notice".

CREATE ACCOUNT

An EducationPlannerBC (EPBC) account allows you to apply for admission to BC universities, colleges, and institutes.

Account Creation

EMAIL ADDRESS

GSBBusDev@uvic.ca

CONFIRM EMAIL ADDRESS

GSBBusDev@uvic.ca

PASSWORD



- ✓ At least one lower case letter included.
- ✓ At least one upper case letter included.
- ✓ At least one number included.
- ✓ At least one special character included.

Password is case-sensitive and must:

- Be at least eight (8) characters in length
- Contain one or more of each of the following: 1) Lower case letter, 2) Upper case letter, 3) Number and 4) Special character

CONFIRM PASSWORD



Step 4

1. Click "Login to your Education PlannerBC Account".



PLAN

SEARCH

APPLY

Log in

HELP

[Home](#) » [Account](#) » Create Success

APPLY

✓ Account Created

Your account information has been emailed to sheri_yasue@yahoo.ca. If you do not receive this email in the next 5 to 10 minutes, please check your junk and trash folders for an email from mailer@educationplannerbc.ca.

Your account has now been created, please click the link below to login

[Login to your EducationPlannerBC Account](#)





Step 5

1. Click "Create Account".

If you have any questions about the collection, use and disclosure of this information, contact:

Executive Director
EducationPlannerBC
1400-1166 Alberni Street
Vancouver, BC V6E 3Z3
604-579-1101
info@educationplannerbc.ca

I read and understand the Statement above and authorize EPBC to collect, use and disclose my personal information for the purposes described.

Please click the "I Consent" button below.

- I have read and understand the Statement above and authorize EPBC to collect, use and disclose my personal information for the purposes described.

 [Create Account](#) [Cancel](#)



Step 6

1. You should receive the following email within 5 minutes of registration.
2. Once you have received the email, click on "Confirm your account".

➤ If you have not received it, please check your spam inbox; otherwise, you may need to contact EPBC at: <https://www.educationplannerbc.ca/help/contact>

BRITISH COLUMBIA | Education Planner BC

Hello sdlove@uvic.ca,

Thank you for registering with EducationPlannerBC, a centralized resource funded by the BC's Ministry of Advanced Education, Skills & Training that provides program search, application and transcript services.

Please click this [confirmation link](#) or the button below to complete the account sign up. You must confirm your account to be able to submit an application for admission through EducationPlannerBC.

[Confirm your account](#)

Questions about your account? Visit [educationplannerbc.ca/help/questions](https://www.educationplannerbc.ca/help/questions).

Do not reply to this message.

Thank you,
EducationPlannerBC

[Contact Us](#)

EducationPlannerBC
1400 - 1166 Alberni Street
Vancouver, BC V6E 3Z3
Canada

Do not reply to this email

ACCOUNT CONFIRMATION

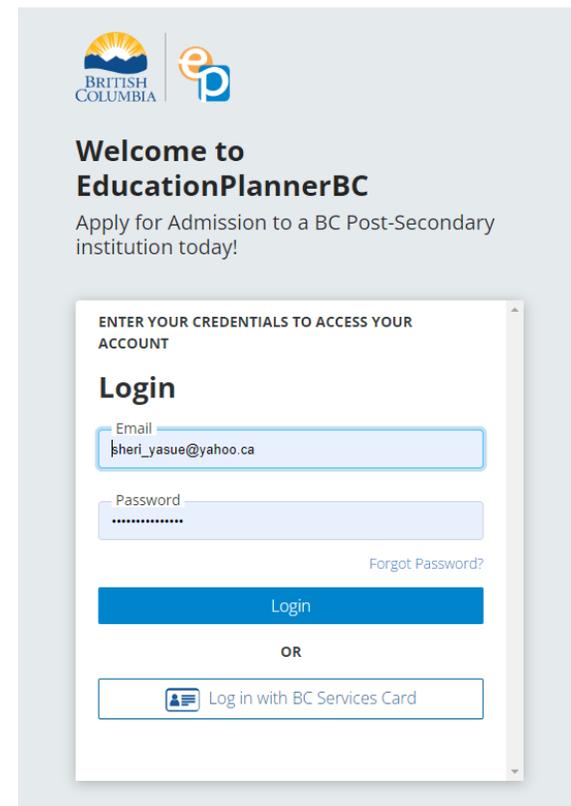
✔ Account Confirmation Successful

Thank you for confirming your account. A Welcome message has been sent to your email inbox which includes an overview of the application process.
You may now submit applications to post-secondary institutions and use the full features of EducationPlannerBC with this account.

[Login to Account](#)

Step 7

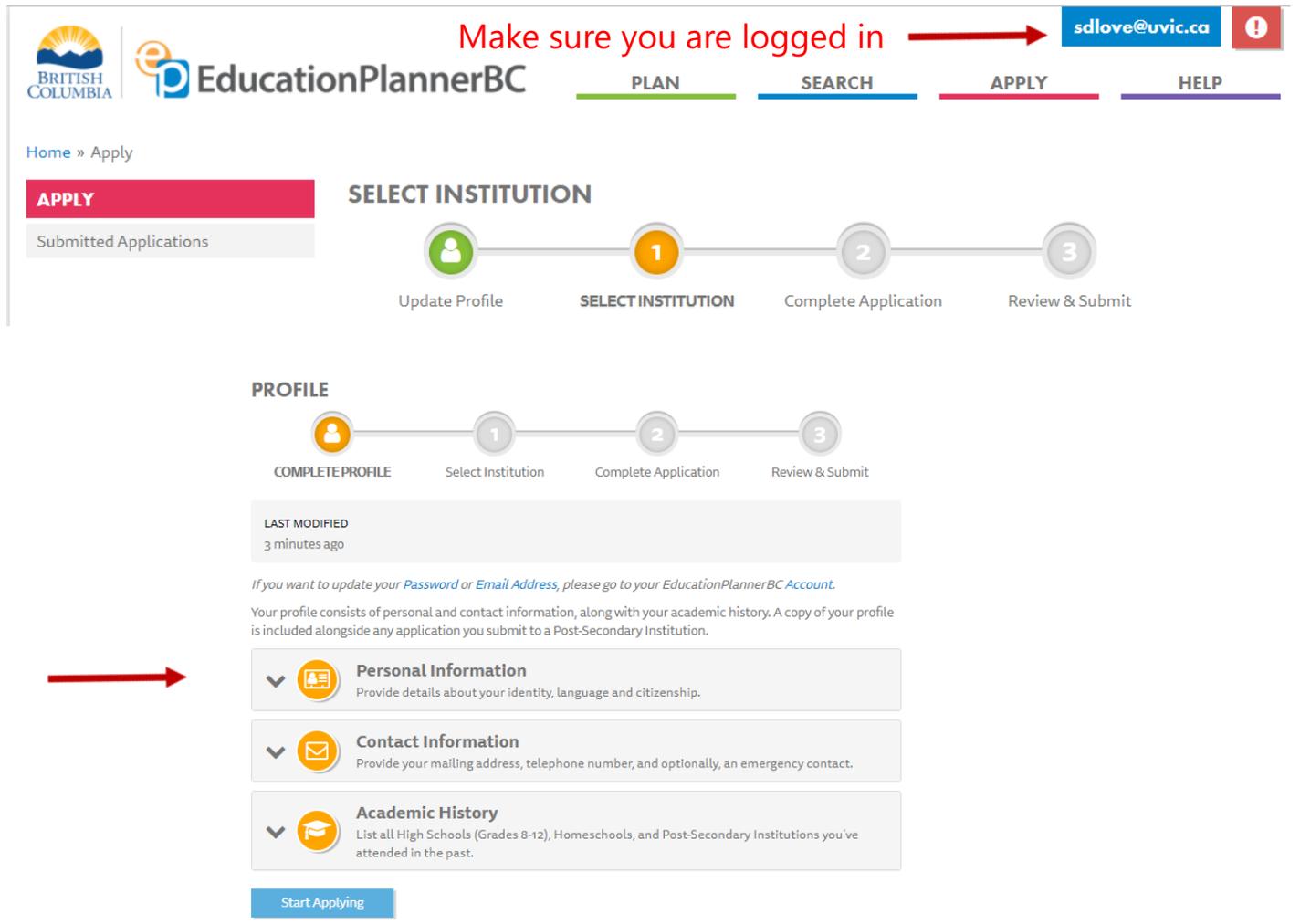
1. Sign in to your account with email address and password.



The screenshot shows the EducationPlannerBC login interface. At the top left, there are logos for British Columbia and EducationPlannerBC. The main heading is "Welcome to EducationPlannerBC" with the subtext "Apply for Admission to a BC Post-Secondary institution today!". Below this is a white login box with the heading "ENTER YOUR CREDENTIALS TO ACCESS YOUR ACCOUNT" and "Login". The login box contains an "Email" field with the text "sher_i_yasue@yahoo.ca", a "Password" field with masked characters ".....", and a "Forgot Password?" link. A blue "Login" button is positioned below the password field. Below the login box, there is an "OR" separator and a "Log in with BC Services Card" button with a card icon.

Step 8

1. Once you login to your account, you can begin to input your information. Click Personal Information first.



BRITISH COLUMBIA EducationPlannerBC

PLAN SEARCH APPLY HELP

sdlove@uvic.ca

Home » Apply

APPLY Submitted Applications

SELECT INSTITUTION

Update Profile **1** SELECT INSTITUTION 2 Complete Application 3 Review & Submit

PROFILE

COMPLETE PROFILE 1 Select Institution 2 Complete Application 3 Review & Submit

LAST MODIFIED
3 minutes ago

If you want to update your Password or Email Address, please go to your EducationPlannerBC Account.

Your profile consists of personal and contact information, along with your academic history. A copy of your profile is included alongside any application you submit to a Post-Secondary Institution.

Personal Information
Provide details about your identity, language and citizenship.

Contact Information
Provide your mailing address, telephone number, and optionally, an emergency contact.

Academic History
List all High Schools (Grades 8-12), Homeschools, and Post-Secondary Institutions you've attended in the past.

Start Applying



Step 9

1. Please use your exact passport name!
2. Choose a preferred name such as nickname, if you wish.
3. Select your Date of Birth.
4. Select your Gender Identity.
5. Remember to press "save" at each opportunity!

Personal Information

Provide details about your identity, language and citizenship.

Legal Names

Legal names are shown on your birth certificate or passport (if you didn't legally change them later).

FIRST OR GIVEN NAME(S)

MIDDLE NAME(S) *(Optional)*

LAST OR FAMILY NAME

Other Names

Other names are ones you use informally or prior to a legal name change.

PREFERRED FIRST NAME *(Optional)*
For example, a name you use informally.

FORMER LAST OR FAMILY NAME *(Optional)*
For example, a maiden name.

Other Details

DATE OF BIRTH

If your birthdate is not available in this field, please contact the institution's Admissions department directly regarding their policies for underage students.

2003 | March | 02

COUNTRY OF BIRTH *(Optional)*

Denmark

Gender Identity

PLEASE INDICATE YOUR GENDER

- Woman**
People whose current gender is woman. This includes cisgender and transgender people who are women.
- Man**
People whose current gender is man. This includes cisgender and transgender people who are men.
- Non-Binary**
People whose current gender is not exclusively a woman or man. This includes people who do not have one gender, have no gender, are gender fluid, or are Two-Spirit.
- Prefer not to answer.**
- (Not specified)**

WOULD YOU SAY YOU ARE

- Cisgender**
People whose sex assigned at birth is the same as their gender.
- Transgender**
People whose sex assigned at birth is different from their gender.
- Prefer not to answer.**
- (Not specified)**

Step 10

1. Select your language that you use at home and country of Citizenship. If you have more than one, use the one you will be entering Canada with.
2. You will all be applying for a Student Visa.
3. Remember to press “save” at each opportunity!

Language / Citizenship

PRIMARY LANGUAGE

If you don't find your primary language in the list, select "Other" at the bottom.

 x | v

COUNTRY OF CITIZENSHIP

 x | v

IMMIGRATION/VISA STATUS IN CANADA

 x | v

Save

Cancel

Step 11

1. For academic history, click on "Add" for High Schools and Homeschools. If your high school is not on the list, select "other" and add manually. Unless you attended an IB School, select grade completed as "12 or equivalent".
2. Click "No" for homeschool if you attended a school outside your home.
3. Click "Done" after all information has been completed.

Academic History

List all High Schools (Grades 8-12), Homeschools and Post-Secondary Institutions you have attended or are currently attending.

To complete your academic history, at least one high school or homeschool must be added. As a British Columbian applicant, order your transcripts from [StudentTranscripts Service](#). Applicants from outside British Columbia, please reach out to the appropriate organization to order copies of your transcript.

High Schools and Homeschools

School	Location	Dates Attended	Current or Completed Grade	Grad Date	
Meijigakuin Chugakko Meijigakuin Higashimurayama High School	Japan	2018-04 to 2020-02	12 or equivalent	2020-02	 

[Add](#) To complete your academic history, at least one school must be added.





Step 12

1. Add your current "Post-Secondary" home university.
2. Click "Other" if not found.
3. Add dates attended until July of dual degree application year.
4. Click whether credential or degree awarded. In most cases, this will be "no".

Post-Secondary Institutions

Institution	Location	Dates Attended	Credential	Date Awarded	
No Post-Secondary Institutions to list. Add an institution by clicking the 'Add' button below.					

Add



Add Post Secondary Institution

COUNTRY

Japan

POST SECONDARY INSTITUTION

Other Japan Post Secondary Institution

If you can't find your institution by name, type "Other" in the Post-Secondary field and use the default selection provided. Institutions outside of Canada are less likely to be on our list.

NAME OF OTHER JAPAN POST SECONDARY INSTITUTION

Meiji University

Please add the full name of your post-secondary school here.

CITY/TOWN

Tokyo

Please add the name of the city or town where this school is located.

STUDENT NUMBER (Optional)

2235874

Include your Student Number if we are receiving your transcript electronically.

ATTENDED START DATE

April 2020

ATTENDED END DATE

July 2021

Select the end date of the last term you attended this institution.

INSTITUTION CREDENTIAL

Yes No (Not Specified)

Indicate whether you have completed, or you expect to complete, an educational credential such as a certificate, diploma, or degree at this institution.

Done

Cancel

Step 13

1. You may now apply to UVic.
2. You can also come back to this screen whenever you want to make changes to your profile.

▼  **Personal Information**
Provide details about your identity, language and citizenship.

▼  **Contact Information**
Provide your mailing address, telephone number, and optionally, an emergency contact.

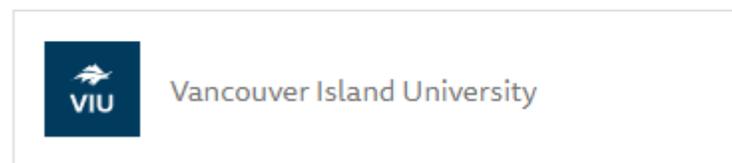
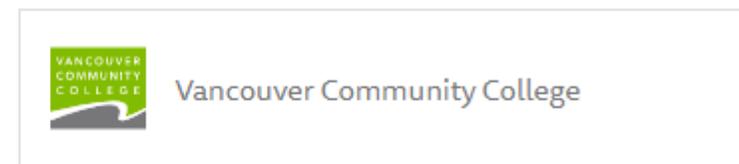
▼  **Academic History**
List all High Schools (Grades 8-12), Homeschools, and Post-Secondary Institutions you've attended in the past.



Start Applying

Step 14

1. You will be given a list of schools where you can apply.
2. Scroll down the menu to find the "University of Victoria" option.



Step 15

1. Before you start your application, you can also review the information about deadlines, our program offering and requirements; we recommend that you review all the information before starting any application.



Information for Applicants

Before you start your application:

- [Learn how to apply](#)
- [Check application deadlines](#)
- [Explore programs and requirements](#)
- [Connect with a recruiter](#)

This application is for new undergraduate applicants to UVic only.

If you are applying for Law, Graduate Studies or are current/returning UVic student, go [here](#).

Application

 [Create Application](#)



Step 16

1. Select "I am applying to a degree, diploma, or certificate program". This will be the option for BCom students and Dual Degree students.
2. Select the "First Term: Sep-Dec" of the year you are applying
3. Select "Business: Commerce (BCom)".

▼  **Program Selection**
Select the program you're interested in applying for at the University of Victoria.

Program Selection

If you don't see your term or program, please check deadlines and requirements for your program on the University of Victoria website, or contact the University of Victoria admissions office directly for information on program availability.

WHAT BEST DESCRIBES YOU?

I am applying to a degree, diploma, or certificate pr... x | ▼

TERM

First Term: Sep - Dec 2022 x | ▼

PROGRAM

Business: Commerce (BCom) x | ▼

Save Cancel ←



Step 17

1. For Dual Degree students choose “Year 3 – Direct admission”
2. You will also have the opportunity to indicate where you heard about our BCom program.

  **Additional Information**
Provide additional details requested by the University of Victoria.

PROGRAM-SPECIFIC INFORMATION & QUESTIONS

Business

SUPPORTING INFORMATION

- [Admission requirements for new applicants](#)
- [Department web site](#)

STUDY LEVEL *(Optional)*
I am applying for:

Year 3 - Direct admission x | v

HOW DID YOU HEAR ABOUT BUSINESS?
I heard about the Peter B. Gustavson School of Business program through:

Please select at least 1 options.

Other x x | v

IF YOU ANSWERED OTHER, PLEASE PROVIDE ADDITIONAL INFORMATION. *(Optional)*

Dual Degree presentation by UVic.

33 / 250



Step 18

1. Please upload your Supplemental Application. Browse your saved documents and upload in one PDF.
2. Please make sure you follow the instructions in the website. For example, you will need to make sure your submission is all in English and saved as one PDF.
3. Please see our website for specific instructions.
<https://www.uvic.ca/gustavson/undergraduate/future/admission/index.php>

SUPPLEMENTAL APPLICATION

A supplemental application is required for admission into the Bachelor of Commerce (BCom) program. This includes a current resume, a personal statement and an impact statement (see instructions below). These documents are used to assess your admissibility to the BCom program. The supplemental application accounts for 40% of your overall admissions assessment. For more information, please visit the [Gustavson School of Business](#) website.

Overview

Why are you motivated to join our business program? In addition to your academic grades, we'd like to get a full picture of who you are through your supplemental application.

The Gustavson BCom program is looking for dynamic and driven students. Our students are eager to develop their global mindset, collaborate with others, and consciously work towards making a difference in the world, while developing their business acumen. If this sounds like you, keep reading!

The supplemental application is an opportunity for you to introduce yourself to us. This is your chance to highlight any work, leadership, academic, volunteer and/or life experiences. How have these experiences helped you to learn, develop and grow? We encourage you to use examples: from the classroom, club or recreation activities, at work, through personal experiences or in community endeavours.

Use your supplemental application to reflect on who you are, what you've accomplished and where you want to go. What inspires you, and how can the Gustavson BCom program be your launching pad? Think about your future goals, and how the BCom program will contribute to your success.

Required components

Your supplemental application consists of the following three components that must be submitted as one (1) PDF document at the time you apply to UVic. See further instructions below on how to prepare and upload this information.

1. Current resume:

Please refer to the [UVic resume template](#) for the resume components we encourage you to elaborate on. You are welcome to use this template or your own layout.

- Two pages maximum; only references may extend on to a third page.
- Please note that reference letters will not be considered in the admission process.

2. Personal statement: your background and motivation

What are the three things that you want us to know about you, and how will these contribute to your success in university and our BCom program?

- Please provide specific examples.
- Minimum 250 words in paragraph format.

3. Impact statement: your personal road map

Gustavson BCom students create a real impact in local and global communities. Please tell us: what impact do you intend to create, and how will the Gustavson BCom program help you to do this?

- Please provide specific examples.
- Minimum 200 words in paragraph format.

HOW TO PREPARE AND UPLOAD YOUR DOCUMENT

1. Complete components 1-3 as listed above and save together as one (1) PDF file. Files in other formats (Word, JPG, PNG) cannot be uploaded.
2. Upload your PDF file below. NOTE: You may only upload one PDF file. Uploading multiple PDFs will result in previously uploaded documents being deleted. All three sections of your supplemental application must be saved as a single PDF file.

UPLOAD YOUR SUPPLEMENTAL APPLICATION



IF YOU ARE APPLYING FOR A PROGRAM IN A FACULTY OTHER THAN HUMANITIES OR SOCIAL SCIENCES, YOU CAN INDICATE A SECOND CHOICE. (Optional)

Select option ...



Step 19

1. Answer additional questions as indicated.
2. "Indigenous Identity" questions are for Canadian domestic students only. If you have another ethnic identity that you would like to share, please include that in the Supplemental Application.

ADDITIONAL QUESTIONS

Former Name(s)

HAVE YOU USED ANY OTHER NAME ON PREVIOUS RECORDS OR DOCUMENTS?

If yes, enter your former name(s) below.

FIRST OR MIDDLE (GIVEN NAME(S)) *(Optional)*

0/50

LAST (FAMILY OR SURNAME) *(Optional)*

0/50

FIRST OR MIDDLE (GIVEN NAME(S)) *(Optional)*

0/50

LAST (FAMILY OR SURNAME) *(Optional)*

0/50

Gender Identity

PLEASE INDICATE YOUR GENDER:

- Female Gender**
Persons whose current gender is female. This includes cisgender and transgender persons who are female.
- Male Gender**
Persons whose current gender is male. This includes cisgender and transgender persons who are male.
- Non-Binary Gender**
Persons whose current gender is not exclusively as male or female. It includes people who do not have one gender, have no gender, are gender fluid, or are Two-Spirit.
- Prefer not to answer**
- (Not Specified)**

WOULD YOU SAY YOU ARE:

- Cisgender**
Persons whose sex assigned at birth is the same as their gender.
- Transgender**
Persons whose sex assigned at birth is different from their gender.
- Prefer not to answer**
- (Not Specified)**

Indigenous Identity

SELF-IDENTIFICATION

The University of Victoria is committed to improving Indigenous student success. We offer a significant number of services, programs and supports for Indigenous learners across the university.

Self-identifying as Indigenous on your application allows us to connect you with the wide range of opportunities available for Indigenous students at UVic.

To learn more about what we offer, please visit

<https://www.uvic.ca/services/indigenous/students/index.php>

DO YOU IDENTIFY YOURSELF AS AN INDIGENOUS PERSON; THAT IS, FIRST NATIONS (STATUS OR NON-STATUS), MÉTIS OR INUIT? *(Optional)*

IF YOU IDENTIFY YOURSELF AS AN INDIGENOUS PERSON, ARE YOU FIRST NATIONS (STATUS OR NON-STATUS)? *(Optional)*

IF YOU IDENTIFY YOURSELF AS AN INDIGENOUS PERSON, ARE YOU MÉTIS? *(Optional)*

IF YOU IDENTIFY YOURSELF AS AN INDIGENOUS PERSON, ARE YOU INUIT? *(Optional)*



Step 20

1. "Youth in Care" are for Canadian students only. Please answer "No".
2. Select option if you need any academic accommodations. See website for details if you are unsure.
3. "Study Permit Duration" should be "2 years and 4 months".

Youth in Care

YOUTH IN CARE IDENTITY

UVic is dedicated to supporting BC youth in care. UVic and the Government of British Columbia offer awards to eligible youth in care to cover their tuition and student fees. Additional funding may also be made available to assist with living expenses.

To learn more and review the **definition of youth in care** we invite you to visit our website at www.uvic.ca/registrar/safa/youth-in-care/index.php.

If you have reviewed the definition of youth in care as defined on the linked website and would like to self-identify your status to the University of Victoria, please complete the following questions.

ARE YOU OR HAVE YOU BEEN A YOUTH IN GOVERNMENT CARE IN THE PROVINCE OF BRITISH COLUMBIA AS DEFINED BY THE DEFINITION (SEE LINK ABOVE)? *(Optional)*

IF YOU ANSWERED YES TO THE QUESTION ABOVE, DO YOU GIVE CONSENT FOR THE UNIVERSITY OF VICTORIA TO CONTACT YOU REGARDING THE FINANCIAL SUPPORT AVAILABLE? *(Optional)*

Academic Accommodations

ACADEMIC ACCOMMODATIONS *(Optional)*

If you are a student seeking [academic accommodations](#) and would like to receive information about registering with the [Centre for Accessible Learning](#), indicate this in the following drop-down:

Study Permit Duration

WHAT IS YOUR INTENDED LENGTH OF STUDY AT THE UNIVERSITY OF VICTORIA?





Step 21

1. Proxy information will give permission for UVic to release information to your home university. Please indicate your home university coordinator, if applicable.

PROXY INFORMATION - PERMISSION TO RELEASE PERSONAL INFORMATION

DO YOU WANT TO DESIGNATE A PROXY?

You may give permission for someone else (called your "proxy") to make enquiries about your application on your behalf during the evaluation period. The evaluation period begins when the application is submitted and ends on the first day of classes. Without consent this information will not be recorded with your application. You may also change your proxy information at any time by contacting us.

I consent to the release of information concerning my application for admission to the person(s) named below during the evaluation period only.

 x | v

Designated Proxy

FIRST NAME (GIVEN NAME) *(Optional)*

6/50

LAST NAME (FAMILY OR SURNAME) *(Optional)*

4/50

RELATIONSHIP TO YOU *(Optional)*

 x | v

IF RELATIONSHIP IS 'OTHER', PLEASE SPECIFY *(Optional)*

16/50



Step 22

1. Please "agree" to the requirement to share your academic history with the university. This is required for admission purposes.

ACADEMIC HISTORY

REQUIREMENT TO DISCLOSE INFORMATION: POST-SECONDARY INSTITUTIONS

You are required to state the names of all post-secondary educational institutions where you have registered, regardless of length of attendance (including in-progress studies, withdrawals, incomplete and failed studies) and to provide the official transcripts.

Providing incomplete or incorrect information may jeopardize your application.

For more information, including the penalties for failing to disclose registration at another post-secondary institution, review [Requirement to disclose information](#) in the University of Victoria Undergraduate Calendar.

Before answering the following statement, please update the academic history you provided in the Profile section of the application, if needed.

I have read the above REQUIREMENT TO DISCLOSE statement and understand the consequences of providing incomplete or incorrect information. I verify that I have provided the names and dates at all post-secondary institutions where I registered.

I agree x | v

LEGAL DECLARATIONS

UVIC DECLARATION

The university collects the personal information on this form pursuant to the University Act, RSBC 1966, c.468 and section 26 of the Freedom of Information and Protection of Privacy Acts. The information you provide on this form is used for purposes of admission, registration, and other decisions on your academic status and may be provided to the relevant students' society and alumni association. It may also be used for research purposes, but in those cases, individual identities will not be disclosed. If you wish further information, please contact the [Office of the Registrar](#) for an information sheet or read [UVic Policy 4400, Access to Student Records](#).

APPLICANT DECLARATION

I accept and submit myself to the statutes, rules, regulations, and ordinances of the University of Victoria as authorized by the Senate and the Board of Governors and the faculty or school in which, in due course, I shall be registered and to any amendments thereto which may be made while I am an applicant or student of the University and I promise to observe the same. I consent and authorize the disclosure of any information to the University of Victoria by an educational institution for the purpose of verifying the accuracy and completeness of information provided as part of this process and I understand that an admission or registration granted on the basis of this application or supporting documents may be revoked if the information given is untrue in any material respect. I accept that the information on falsified documents is shared with the Association of Universities and Colleges of Canada.

I agree with the UVic declaration and Applicant dec... x | v

Step 23

1. Final step is to review all answers and submit your application.
2. Make note of your reference number.

Reference No. 88011524

 Delete Application

LAST MODIFIED a few seconds ago

TERM

PROGRAM

First Term: Sep - Dec 2022

Business: Commerce (BCom)



Program Selection

Select the program you're interested in applying for at the University of Victoria.



Additional Information

Provide additional details requested by the University of Victoria.

 Review & Submit





Step 24

1. You will be asked to confirm that your registered email address is the one you will be using.
2. Finally, you will need to give consent for information disclosure and declaration of applicant. Please read the document thoroughly before making the final payment.
3. Select "Make Payment".

Confirm Email Address

Is your current email address, **sdlove@uvic.ca**?

- Yes, this is my current email address.

It's important that we have your current email address; it's where we'll send your application receipt, and how the school will contact you with next steps about your application.

If you need to update your email address, please do so at [EducationPlannerBC Account - Update Email](#), before proceeding to Make Payment.

Consent for Information Disclosure and Declaration of Applicant

Consent Collection Notice

The information included in your EducationPlannerBC (EPBC) account and any application to attend a post-secondary institution is collected under Section 26(c) and Section 26(e) of the Freedom of Information and Protection of Privacy Act (FOIPPA). The information provided from the time of account creation, when an application is started, and when an application is submitted may be collected, used and disclosed by EPBC, the Ministry of Advanced Education and Skills Training (AEST), or the Institution identified in your application for the purpose of processing your application and policy research, planning or evaluation.

- I give my consent to disclose my information per the above declaration.
- I hereby certify that the information provided in this Application is true, accurate and complete.

 **Make Payment**





Step 25

1. Please pay the Application Fee as indicated.
2. Click "Submit".



Application Fee Payment



This page will time out after 5 minutes.

Do NOT close your browser window or click your browser's back button while the payment is processing.

Please see our Help section on [Common Payment Questions](#) to troubleshoot declined payments and related questions.

When payment is complete, you will receive:

- a confirmation message on screen stating payment is complete, and
- an email message with receipt and information on next steps for your application, and
- a list item on your [Submitted Applications](#) page, and
- follow-up messages from the institution to which you applied, once your application is reviewed.

[Back to Application](#)

Amount \$142.00

Card Number

Expiry Date (MMYY)

CVV [What's this?](#)

[Terms & Conditions](#)

Step 26

1. Please contact your home school office and the Gustavson office (gsbintlascdir@uvic.ca) to let us know that you have applied and we can track your application from our end.



UVIC