

UR International Study Abroad

Inbound Exchange Student Handbook



OPEN
YOUR
WORLD



University
of Regina





University
of Regina



UR International

3737 Wascana Parkway
Regina, Saskatchewan, Canada S4S 0A2
Phone: 306.337.2446 Fax: 306.585.4957

Email: study.abroad@uregina.ca
www.uregina.ca/international

Designated Learning Institution Number: O19425660270

Inbound Exchange Student Checklist

Hi there! If you're reading this, that means you're coming to the University of Regina on an exchange term. Congratulations, and we can't wait to meet you! We've taken the time to detail some of the steps of your application process for your exchange to make it as easy and stress-free as possible for you.



Exchange Admission Process

- ✓ Be nominated by your school to the University of Regina
- ✓ Online application for admission to the U of R:
https://banner.uregina.ca/prod/sct/bwskalog.p_disloginnew
 - Ensure that you select “**exchange**” student for your application, or it may get lost! (see picture below)

The screenshot shows the University of Regina Admissions website. At the top, there is a search bar and a 'Go' button. Below the search bar, there is a section titled 'Select an Application Level & Type'. This section contains two bullet points: one for undergraduate program applicants and one for graduate program applicants. Below the bullet points, there are two dropdown menus: 'Application Level:' with 'Undergraduate' selected, and 'Application Type:' with 'International: Exchange' selected. A red box highlights these two dropdown menus. At the bottom of the form, there is a 'Continue' button and a 'Return to Homepage' link.



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- ✓ **Please note that as an exchange student you are not required to pay the CAD\$ 100 application fee.**
- Submit the following documents to our office immediately after applying for admission via email to the Study Abroad Office at study.abroad@uregina.ca – don't forget to include your first and last name!
 - Copy of your passport photo page
 - Conditions of placement
 - Course request list
 - Official transcript in English (French transcripts may be sent without translation)*
*If your transcript will be delayed, please send the other documents as soon as possible. We can wait for the transcript for a short time.
- To fill out the course request list, use the following two links:
 - Searchable course catalogue (not always available for semesters too far in advance): https://banner.uregina.ca/prod/sct/bwckschd.p_disp_dyn_sched
- ✓ **Wait for your acceptance letter! Depending on the processing times, this may take around two (2) weeks or more, and will be sent to you via email, as well as in the mail.**



To ensure quick processing of your acceptance letter:

Things to Do:

- ☑ Ensure your school has submitted the nomination form (if it hasn't been submitted, we can't accept you!)
- Send a copy of your passport immediately after applying
- Submit your course request list immediately after applying

Things NOT to Do:

- Submit more than one admission application
- Send emails asking if your letter is ready before 2 weeks



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Housing Application Checklist

You cannot apply for housing before you have a student ID number from the UofR. If you've already submitted your application for admission, please email the Study Abroad office to be provided with your student ID number.

- Research the housing options that we have on campus:
 - Price comparison: <https://www.uregina.ca/housing/housing-options/rates.html>
 - Services/supports: <https://www.uregina.ca/housing/living-on-campus/index.html>
 - Virtual tours: <https://www.uregina.ca/housing/virtual-tours.html>
- Once you've selected your ideal room, APPLY! You can find the link to apply here: <https://resiis.cc.uregina.ca/StarRezPortal/Default.aspx?Params=L9ezxPcQnQsDuaBX%2bLFbaZBE6J0PsZB0>

Home Register

Student Number Password Register

☐ Remember Me

Welcome

Welcome to University of Regina Residence Services Housing Portal.

Living on campus is the perfect way to get the full University of Regina Student experience. Residence offers you independence and friendship in a vibrant, multicultural atmosphere. The U of R offers five fully-furnished residences to meet the diverse needs of our students.

Please carefully read the options below before proceeding with your Residence Application.

I am.....NEW to Residence (never lived on campus before)

If you do not have a Student Number or Password please visit the [Application Process](#) section of our webpage to find out how to receive your University of Regina Student ID number.

I have.....Never lived on campus before, but have a U of R Student Number
Please click "Register" located in the top left-hand corner of this page and complete the required information using your existing U of R Student Number.

- If you will be staying for one semester, please ensure that you have clearly stated this on your residence application
- Confirm with the Study Abroad office at the following times:
 - After you've submitted your residence application
 - After you've received your housing agreement from Residence Services (or Luther College Residence)



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Transportation

- ❑ Book flights coming into Regina International Airport (airport code YQR)
- ❑ Have Canadian cash on your person, (approximate cost will be \$20-\$30)
- ❑ Take a taxi from the airport to your residence at the University of Regina (10 minutes' drive)
 - When you are in the lobby of the airport after arrival, there are airport officials who can direct you to finding a taxi
- ❑ If arriving before move-in date, pay fee for early move-in*

***Important note:** If you will be moving in before the official move-in dates of Residence, or if you will be arriving at to Regina outside of normal working hours (which at the UofR are 8:15 a.m. – 4:30 p.m.), you will need to contact Residence Services to make special arrangements to get into your room. Please contact them at Housing.Services@uregina.ca. If you are in Luther College Residence, please make special arrangements with them directly.



Other:

- ❑ It is mandatory for students who will be living on campus to attend Campus Residence Orientation, so please ensure that your travel will get you here on time
- ❑ It is also mandatory for exchange students to be present on UR International Orientation Day, so similarly, please ensure that your travel will allow you to arrive in time for that (we will send out emails in advance to let you know of the date and time)
- ❑ Students coming to the University of Regina on exchange **MUST** get health insurance from their home country to cover their medical expenses while here on exchange
- ❑ Be sure to “Like” our Facebook page: <https://www.facebook.com/urstudyabroadgroup/>
- ❑ Contact the Study Abroad Office if you would like to participate in our exchange student Instagram takeover