



UNIVERSITY  
of Prince Edward  
ISLAND

# International Student Office STUDENT TOOLKIT



## Before you travel

### *Apply for a visa*

These websites can guide you in obtaining a student visa and study permit: [www.cic.gc.ca](http://www.cic.gc.ca)  
or [www.educanada.ca](http://www.educanada.ca)

### *Decide where you want to live*

- » Residence (dormitory and apartment style) and meal plans:  
Apply early! [www.upei.ca/residence](http://www.upei.ca/residence)
- » Private off-campus housing (room, apartment, house): [www.upei.ca/off-campus-housing](http://www.upei.ca/off-campus-housing)  
Please ensure you **secure housing before leaving your home country or province**  
Estimated room rentals in a shared home are from \$500–\$650 a month  
Estimated costs for off-campus apartment rentals (excluding food) \$850–\$1,000 a month
- » Homestay (private room with three meals a day):  
[www.upei.ca/homestay](http://www.upei.ca/homestay)

### *Arrange health care/medical coverage*

You must have comprehensive health insurance while you are attending UPEI. The UPEI Student Union has a plan that covers full-time international students (those taking three or more courses per semester). The cost is included in your fees. [www.upeisu.ca/health-dental](http://www.upeisu.ca/health-dental)

If you are starting at UPEI during a summer semester, you **MUST** arrange for private health insurance until fall semester begins. One option is StudentGuard.™ [www.guard.me](http://www.guard.me)

If you have any pre-existing health conditions you should contact UPEISU Camus Trust at [admin@upeisu.ca](mailto:admin@upeisu.ca) before leaving your home country/province, as you may need to purchase extra insurance coverage.

### *Register for your courses*

Typically, a full-time student at UPEI takes 5 courses per semester. You must be registered in at least 3 courses (9 semester-hours) to be considered full-time.

Students can register for classes starting in the spring, after the \$250 CAD tuition deposit has been paid. Here is the video instruction on how to register for courses at UPEI. [www.upei.ca/registrar/register-for-courses](http://www.upei.ca/registrar/register-for-courses)

If you are in the English Academic Preparation (EAP) program, your course registration will be completed upon your arrival at UPEI.

## Arrange to pay all costs

To confirm the total cost for your program, and to research payment options, visit [www.upei.ca/fees](http://www.upei.ca/fees). Tuition and fees are payable each term, and must be paid by the second week of classes.

## Airport pick-up

Please remember: When you arrive at a Canadian port of entry such as the Toronto Pearson International Airport, you must present yourself to Canadian Immigration Office (usually before collecting your luggage) to obtain a study permit and do **NOT** leave without getting the **study permit**. We strongly suggest students to go through the Canadian port of entry in Toronto or Vancouver airport.

## Buddy Program

The Buddy Program was developed at UPEI to provide assistance and a smooth transition for new international students, on a student-to-student basis. For more information, please email [buddy@upeisu.ca](mailto:buddy@upeisu.ca) or visit [www.upei.ca/buddyprogram](http://www.upei.ca/buddyprogram)

## What is EAP and the EAP BRIDGING PROGRAM?

EAP, or **English Academic Preparation**, is a seven-level English language program for those students who do not meet the UPEI language requirements, but are conditionally accepted to a degree. The program focuses on academic skills and strategies needed for university courses. In each level, students will practice listening, speaking, reading, and writing.

Students with high-beginner to low-intermediate English study in the program full-time Monday to Friday. Once students complete Level 5 and have high-intermediate English they begin the **EAP Bridging Program**. In the Bridging Program, students take a combination of EAP courses (for example, academic writing) and academic courses. You can access a practice version of the UPEI language assessment. The information is in your acceptance letter.

## Upon Your Arrival at UPEI

When you arrive at UPEI, you will take the UPEI language test<sup>1</sup>. This test will tell you which EAP program you will need: EAP Full Time (Level 1-5) or the EAP Bridging Program (Levels 6 and 7). The test will take 2.5 hours<sup>2</sup> and tests your speaking, listening (multiple choice), reading, (multiple choice), and writing skills (one-page opinion essay).

The EAP Office is located in the English Language Centre, Kelley Memorial Building (KMB #11), room 105

It is important to come to the EAP office and take the UPEI language assessment as soon as you are rested from your travel. This is because you need to be registered in EAP Levels 1-5 or in the EAP Bridging Program so that you can begin your first semester at UPEI!

Please contact Christina Perry ([cperry@upei.ca](mailto:cperry@upei.ca) or 902-620-5070) to make the assessment appointment. (You can access a practice version of the language assessment. The information is in your acceptance letter.)

<sup>1</sup> Students who apply as "unclassified" (have not yet applied to a degree program) must also complete the assessment.

<sup>2</sup> The assessment for graduate students takes 3 hours.

For other pre-departure preparations, contact [inte@upei.ca](mailto:inte@upei.ca) to get in touch with one of our international student advisors. For information about Prince Edward Island: [www.tourismpei.com](http://www.tourismpei.com) or [www.gov.pe.ca](http://www.gov.pe.ca)

## Checklist

- Please visit the International Student Office in the Dalton Hall, 4<sup>th</sup> Floor, to introduce yourself, sign up for orientation if you have not already done so, and show staff your study permit. We can also provide answers to any questions you may have.
- Get your photo taken and your student ID card at the Chi-Wan Young Sports Centre front desk or at the Registrar's Office in Dalton Hall, 2<sup>nd</sup> Floor
- Pay tuition and fees either online at [www.upei.ca/fees/payment-options](http://www.upei.ca/fees/payment-options), or in person at the Registrar's Office (after you have registered for your courses.)
- Pick up a student handbook/agenda from the UPEI Student Union office, 2nd Floor South, W. A. Murphy Student Centre.
- Register your UPEI health insurance at [www.studentbenefits.ca](http://www.studentbenefits.ca)

### *International Admissions*

[www.upei.ca/international-students](http://www.upei.ca/international-students)

902.894.2880 telephone

902.620.5107 fax

[inte@upei.ca](mailto:inte@upei.ca)

### *First-Year Advisement*

[www.upei.ca/future-students/first-year-advisement](http://www.upei.ca/future-students/first-year-advisement)

902.628.4353 telephone

[apply@upei.ca](mailto:apply@upei.ca)

### *English Academic Preparation (EAP) Program*

[www.upei.ca/eap](http://www.upei.ca/eap)

902.620.5070 telephone

902.620.5107 fax

[ilo@upei.ca](mailto:ilo@upei.ca)

### *Residence Services & Meal Plans*

[www.upei.ca/residence](http://www.upei.ca/residence)

902-566-0330 telephone

902.628.4369 fax

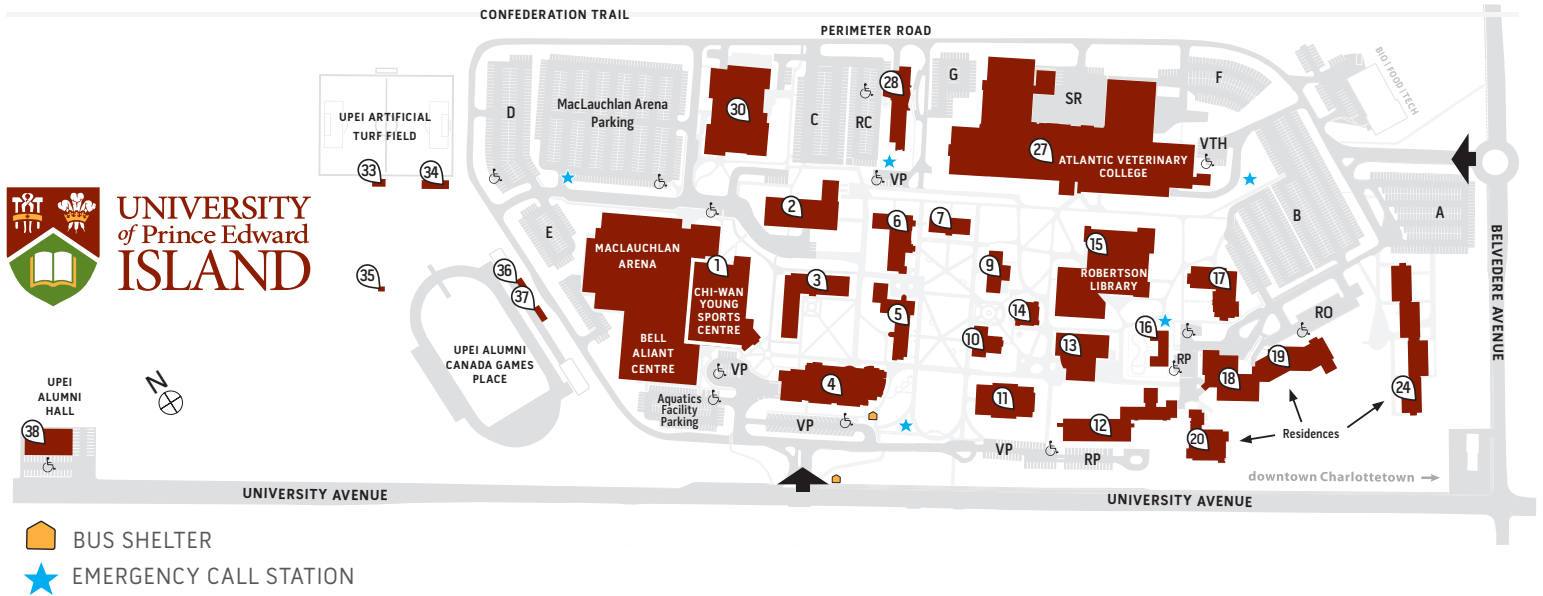


UPEI offers many services for students through Student Affairs and the International Student Office.



UNIVERSITY OF PRINCE EDWARD ISLAND » **CAMPUS MAP** »

550 University Avenue, Charlottetown, Prince Edward Island, Canada C1A 4P3 upei.ca



**CAMPUS BUILDINGS**

- 1 Chi-Wan Young Sports Centre (YSC)
- 2 Central Utility Building (CUB)
- 3 Health Sciences Building (HSB)
- 4 W.A. Murphy Student Centre (MSC)
- 5 SDU Main Building (SDMB)
- 6 Steel Building (SB)
- 7 Dalton Hall (DH)
- 9 Memorial Hall (MH)
- 10 Cass Science Hall (CSH)
- 11 Kelley Memorial Building (KMB)
- 12 Don and Marion McDougall Hall (MCDH)
- 13 Duffy Science Centre (DSC)
- 14 Chaplaincy Centre (CC)
- 15 Robertson Library (RL)
- 16 Daycare Building (DCB)
- 17 K.C. Irving Chemistry Centre (ICC)

- 18 Wanda Wyatt Dining Hall (WDH)
- 19 Bill and Denise Andrew Hall (AH) (Residence)
- 20 Bernardine Hall (BEH) (Residence)
- 24 Blanchard Hall (BLH) (Residence)
- 27 Atlantic Veterinary College (AVC)
- 28 Regis and Joan Duffy Research Centre (DRC)
- 30 Faculty of Sustainable Design Engineering Building (FSDE)
- 33 Artificial Turf Field Announcers' Building
- 34 Clubhouse
- 35 Alumni Canada Games Place Storage Building
- 36 Alumni Canada Games Place Announcers' Building
- 37 Alumni Canada Games Place VIP Building
- 38 Alumni Hall (ALH)

**PARKING**

- A General & Overnight During Winter Months
- B General & Designated
- C Designated
- D General
- E General
- F Designated
- G Designated
- VTH Teaching Hospital Clients
- ♿ Accessible
- RO Residence Only
- VP Visitor Metered \*
- RP Reserved
- SR Shipping and Receiving
- RC\* Research Centre

\* UPEI parking pass not required