



2012

Pre-arrival  
handbook



Congratulations on your admission to the University of the Fraser Valley (UFV). Whether you are coming to Canada for the first time or have lived here previously, this handbook will help you prepare for success as a UFV international student.

Before you leave your country, you have much to do: use this guide to prepare for your journey to Canada. If you have any questions, [visit the UFV International website](#) or [contact us](#) for further information. We look forward to welcoming you in person during UFV International orientation week.



## STUDY PERMIT

### Apply for a study permit

To study in Canada, you need a **Study Permit from Citizenship and Immigration Canada (CIC)**. To get a Study Permit, apply to the **closest Canadian Embassy or Consulate**.

If your application is approved, you will receive a letter of introduction confirming the approval. This letter is not your study permit.

When you arrive at a Canadian port of entry, show this letter, your passport, your official letter of acceptance from UFV, proof of funds, and medical exam results (if required). The officer will issue your study permit and determine how long you may stay.

Apply early! It can take weeks (and even months) to process your study permit application. Unless you are a US citizen, do not leave home until you receive your letter of introduction confirming the approval of your study permit.

### Study permit tips

- Students from India or China can reduce granting time to two weeks by applying for a study permit under the **Student Partners Program**.
- Request a study permit for the entire length of your academic program. It is common to request an extra 90 days beyond your expected graduation date. If you are not granted the amount of time you request, you can renew your study permit in Canada (for a fee).
- Review your documents to ensure that your name is spelled correctly and that the term dates and other information are correct. If there are mistakes, get the document corrected before you leave.
- Photocopy your application before mailing and keep copies in a safe place. If an application is lost, it is easier to send a copy than to get a new set of documents.



## DOCUMENTS YOU NEED

### Six documents needed to enter Canada

#### 1. Official letter of acceptance from UFV

This letter proves that you are accepted to study at the University of the Fraser Valley.

#### 2. Letter of introduction

Once your Study Permit application is accepted, the Canadian immigration office will provide you with a letter of introduction advising you of the decision. In some cases, a temporary resident visa (TRV) will be included with this letter.

#### 3. Temporary resident visa (TRV)

You may require a TRV — in addition to a study permit — to enter Canada. [Check CIC for countries whose citizens require TRVs](#). A TRV is a stamp or sticker placed in your passport to show that you have permission to enter Canada for a specified period of time, and occasionally allows for more than one authorized entry.

### Need a TRV?

If you need a TRV to enter Canada, request a multiple-entry rather than single-entry TRV. A multiple-entry TRV allows you to leave Canada and return multiple times; a single-entry TRV allows you to enter Canada only once.

If you need a TRV, you do not have to make a separate application. An officer will issue it at the same time as the letter of introduction confirming the approval of your study permit.

#### 4. Passport

You must have a valid passport and/or official government-issued ID. If your passport expires during your first year of study, renew it before applying for a study permit. Immigration documents can only be issued for as long as your passport is valid: renewing your passport in advance can save you extra costs and paperwork.



## DOCUMENTS YOU NEED

### Six documents needed to enter Canada

#### 5. Proof of funds

You must prove that you have enough money to pay for your tuition and living expenses for at least one year, as well as for your return trip home. You can show proof of sufficient funds with documents such as a bank statement, savings account passbook, bank draft, or official sponsorship letter.

#### 6. Medical examination

Depending on your citizenship and place of residence, you may have to undergo a medical exam before entering Canada. [Check CIC for a list of countries whose citizens require a medical exam.](#) Start this process as soon as possible, as it can take up to three months for medical exam results to be processed.

When you travel, carry these six important documents with you at all times. Do not put them in your checked luggage to avoid losing them.

### Study permit delays

If your study permit does not come on time, you can postpone your studies to next term. Simply review [UFV tuition refund policy](#) and notify UFV International so we can update your record.





## ALREADY IN CANADA?

### Already in Canada?

If you are entering UFV from a high school in Canada, immigration regulations restrict you from attending classes until the conditions of your study permit have been changed to reflect study at “a post-secondary institution in Canada.”

Failure to change the conditions of your study permit can result in a fine or even possible deportation from Canada. Apply to extend and change the conditions on your study permit well ahead of your first semester at UFV.

If you are transferring from another university or college in Canada, you can normally do so without changing the conditions of your study permit, as long as it is currently valid for a post-secondary institution in Canada.

### Immigration tips for students currently in Canada

- Keep your information up-to-date. It is your responsibility to report to Citizenship and Immigration Canada any change in your address or circumstances.
- Need to renew your study permit? Fill out your application to renew at least one month before your study permit's expiration date.
- Want to visit home before starting your studies at UFV? Make sure your study permit does not expire while you are outside Canada. Renewing your study permit after it expires may cause delays that would prevent you from returning to study at UFV.



## Working in Canada

If you have a Canadian study permit that is valid for at least six months and you are a full-time student, you are allowed to work on-campus. This means you can work for any on-campus employer, including departments, individual faculty members, commercial outlets, or student organizations.

The [Work-Study Program at UFV](#) offers many opportunities for you to acquire skills, experience, and extra money. However, do not expect to earn enough to pay your tuition and living expenses — almost all student employment on-campus is part-time.

But the Work-Study program is only one option: [check out other employment opportunities and resources at UFV](#), including co-operative education, the Career Centre, Volunteer to Work, and employment off-campus.

## Volunteer to Work

Did you know that volunteer work can help you land a job?



A recent survey conducted by LinkedIn, the largest business-related social networking site on the Net, revealed that 46% of Canadian professionals consider volunteer work equally as valuable as paid work experience when they evaluate job seekers.

The [UFV Volunteer to Work program](#) allows you to gain work experience, learn new skills, and meet people while you are a student. You can choose from a selection of volunteer activities both on and off campus.

Don't wait to get started: [join UFV Volunteer to Work on Facebook](#).



## ON CAMPUS

### On-campus residence

Living on campus in the Baker House residence is an excellent way to get a fuller university experience and get to live, work, study, and socialize with other students from all around the world.

If you apply on time, a private bedroom within a two-bedroom suite on campus can be yours for the year. Each bedroom has a desk, chair, night table and single bed, and is equipped with Internet access and cable.

A microwave, mini-fridge, table, chairs, and phone are available in the suite's common area. Baker House also offers laundry rooms, a communal kitchen, and a common room with comfortable couches and flat screen TV.

Space is limited, so apply early — First come, first served! **[Follow application and payment procedures at UFV Residence.](#)**

If you plan to arrive early before a room a residence is available, **[check our list of temporary accommodations.](#)**

### Bedding & Towels

Baker House residents provide their own towels and bedding, including sheets, blankets, pillow and pillow cases.

No room for bedding in your luggage? You can purchase a bedding package from the UFV Campus bookstore for \$78 CAD (includes sheets, one blanket, one pillow and one pillow case). To pre-order, **[contact Baker House](#)**: they will make sure your new bedding is in your room when you arrive.





## OFF CAMPUS

### Off-campus housing options

You can live off-campus with a Canadian host family or in a rental apartment. Visit the following websites to make your own housing arrangements:

For homestay, check out [Global Partners](#) or contact them via email at [info@gpicanada.com](mailto:info@gpicanada.com) For rental apartments, you can check [www.rentalsbc.com](http://www.rentalsbc.com), for [rentals in Abbotsford](#) or [Chilliwack](#) or [My Ideal Home rentals](#).

Some apartments may come fully furnished, but in most cases, you will need to purchase your own furniture and household items.

Please note that the University of the Fraser Valley is not responsible for any off-campus housing arrangements you may make, either before or after your arrival.

### Rental tips

- As a UFV student you are entitled to purchase a bus pass for [Abbotsford transit](#) or [Chilliwack transit](#) that costs only \$40 for the whole semester. When choosing an apartment, make sure it is close to a bus route so you can avail yourself of this cheap transportation opportunity.
- Apartments may or may not include the cost of heat, phone, cable, high speed Internet or electricity. Ask what is included in the price of the rent before signing a rental agreement.
- Most apartments include a fridge and stove. Some may also feature extra amenities like a washer and dryer, ceiling fan, dishwasher or fireplace. Ask what amenities are available before signing a lease.



## TRANSFERRING FUNDS

### Transferring funds to Canada

Ensure that you can easily access funds to cover your living expenses during your first month in Canada.

#### Options to transfer funds

- You may obtain a bank draft for the amount you wish to transfer and bring it with you to Canada. Note that it can take from 10 to 20 days for the bank draft to be processed.
- You may use a wire transfer service at your local bank (also called electronic or cable transfers) to send money to a new bank account in Canada. This money would be available immediately once transferred. Check with your local bank about processing times.
- If you have an electronic bank card for a bank in your home country, you may be

### Money tip

- For safety reasons, we recommend that you do not carry large amounts of cash while traveling to Canada. Currency exchange services are available at the Vancouver International Airport and at any of the major banks or credit unions in Vancouver or Abbotsford. Traveller's cheques and credit cards are also widely accepted.

able to withdraw money from your account at an ATM (Automated Teller Machine) in Canada. Check with your bank about service charges that may apply and keep in mind that the exchange rate will change daily.



## CANADIAN CURRENCY

### Coins



Penny = 1 cent



Nickel = 5 cents



Dime = 10 cents



Quarter = 25 cents



Loonie = 1 dollar or  
100 cents



Toonie = 2 dollars

### Bank notes



5 dollars



10 dollars



20 dollars



50 dollars



100 dollars



Some vendors will not accept \$100 bills, so it is best to carry smaller bills. Major credit cards and Interac Direct Payment with your ATM account card are also widely accepted.



## AWARDS & FINANCIAL AID

### Awards & Financial Aid

As a UFV international student, you should be aware that an offer of admission is NOT an offer of financial support. As such, you must arrange for financial assistance in your home country prior to your arrival in Canada. UFV assumes that incoming students will arrange their own funding to meet immigration requirements for the issuance or renewal of study permits and visas.

However, financial assistance is available to eligible international students through UFV and externally funded bursaries, [work-study opportunities on campus](#), and scholarships.

#### Scholarships

Scholarships and awards available to Canadian and international students attending UFV range in value from \$400 to \$16,000. Applications are available at [myUFV](#).

### Governmental awards

- For information from the Canadian government about existing award opportunities, costs, and budgeting, [visit Can Learn](#). You may be especially interested in the [awards available to foreign students to study in Canada](#).
- Some [scholarships are available for international students currently attending UFV](#).
- Check available [UFV-administered scholarships and awards](#) by category (UFV international students may apply unless otherwise noted).
- For further information, including a budget worksheet and list of available awards at UFV, [visit Financial Aid and Awards](#).



## MEDICAL CARE

### Medical care

Before coming to Canada, it's a good idea to:

- Make sure your immunizations are up-to-date
- Have a dental examination and complete any necessary dental work
- Have an eye examination and obtain corrective lenses, if needed

### Medical Records

When you come to Canada, bring a copy of your medical records. If you have a chronic medical condition, ask your physician to write a short medical history (preferably in English) for your new physician in Canada. Also bring records of the dates of your immunizations and medical tests.

### Special Medications

If you are bringing any special medications into Canada, check with the nearest Canadian consulate, visa office, or the Canadian Border

Services Agency about any import restrictions on these substances. Ensure that you know the names of all the medicines and remedies you bring into Canada and make sure they are in the original packaging, accompanied by a prescription from your physician, wherever relevant.

Upon arrival, you will receive instructions for obtaining health insurance coverage during your studies. The plan costs \$65 per month plus \$159.92 annually for enrolment in the Student Union Society's Health and Dental Plan.





## CLOTHING

### Clothing for all seasons

There are four seasons in Canada: spring, summer, fall, and winter. Fortunately, Abbotsford has a temperate climate with mild winters compared to other cities in Canada. Summers are sunny, but not too hot, with an average temperature of 23°C/73°F. In winter, we see much more rain than snow, with an average temperature of 10°C/50°F.

### Spring and fall

Weather can be unpredictable: you'll need an umbrella, warm raincoat or jacket, and weatherproof boots or shoes. We recommend dressing in layers, so that you can remove heavier clothing if the sun comes out and the weather warms up.

### Summer

Wear short-sleeve clothing with a light sweater or vest for cooler evenings.

### Winter

Add a hat, scarf, gloves and heavy sweater to your fall outfit. Don't worry if these are not

### Sharing your culture

As the third most diverse city in Canada after Toronto and Vancouver, Abbotsford and UFV host many cultural celebrations. You may wish to bring cultural clothing and small items representative of your culture to share at special community events, such as the annual Abbyfest fashion show and culture garden, held in September.



readily available in your home country: you can buy them when you arrive.

People tend to dress casually in Abbotsford, but you may also wish to bring formal wear for special occasions.



## OTHER STUFF

### What stuff should you pack?

Refer to the [Document Checklist](#) for a detailed list of immigration documents you need to bring with you.

Bring a good bilingual dictionary, if needed.

You may wish to bring items to help you feel at home, such as pictures of your family and friends, books, magazines, music, special treats, or decorations.

The Canadian government allows you to bring with you clothing, books, computer, and other electronic items for personal use. Restrictions and limitations apply to alcohol, tobacco, and certain foods and agricultural products. You can consult the [Entering Canada to Study or to Work brochure](#) for information on what you can legally bring into Canada.

You may bring all personal effects into Canada duty-free. However, make a list of all the valuable items you bring, including serial numbers of cameras, stereos, and computers

### Electricity in Canada

In Canada, electricity is 120 volts, 60 cycle alternating current (AC). Electrical outlets use a 2-prong plug, with the option of a third prong for grounding. The prongs on the plug are rectangular, not circular.

If you're bringing electrical appliances or electronic equipment you may need to buy the following before you leave home:

- **Transformer:** If your electrical devices require more or less than 120 volts of electricity.
- **Plug adapter:** If your electrical devices do not fit into Canada's 2-prong electrical outlets.

and the approximate value of each. For more information, [visit the Canadian Border Services Agency \(CBSA\) website](#).

Pack only small quantities of items such as soap, shampoo and toothpaste, which can easily be purchased in Canada.



## HOW TO GET TO UFV

### How to get to UFV

#### Arriving in Canada

When you go through customs, an immigration officer will ask you to provide **necessary documents** before issuing your study permit. Have all your documents with you, rather than packed away in your luggage.

#### Travelling to Abbotsford

To travel to Abbotsford, the city where UFV is located, you have two options:

- Take an international flight to Montreal (YUL) or Toronto (YYZ) and transfer to a **domestic flight** landing at the Abbotsford airport (YXX). Take a taxi (604.859.1111) to UFV (approximate fare \$20) or **pre-book a pickup with Valley Airporter** (1.877.604.6688), the airport shuttle (fare \$11).
- Take an international flight to the Vancouver airport (YVR). From the Vancouver International Airport, you can travel to UFV using one of the following transportation options:

### Your UFV orientation

International student orientation takes place at the beginning of each semester and provides you with vital information on the services, activities, and resources available on campus. If you cannot arrive in time for orientation, **let us know as soon as possible**.

TRANSPORTATION	COST
UFV language limo	\$150
Public transportation	\$25
Taxi	\$200
Airport shuttle	\$67

UFV International can arrange to have **Language Limousine transportation service** take you from the Vancouver airport to your accommodation. Complete and send UFV an **Airport Reception Request Form** and a \$150 fee at least 14 days before your arrival.

If you plan to arrive early before your permanent accommodation are ready, **check our list of temporary accommodations**.

# PREPARATION CHECKLIST



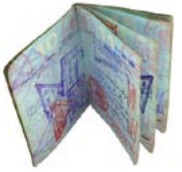
## PREPARATION CHECKLIST

Use the checklist below to ensure that you are prepared for your UFV experience. If you have any questions or concerns, [contact UFV International](#).

- Send all [documents & fees needed for UFV admission](#)
- [Apply for \(or renew\) your Canadian Study Permit](#)
- [Apply for on-campus housing or research off-campus options](#)
- Make travel reservations
- Make sure your immunizations are up-to-date
- Have a dental examination and complete any necessary dental work
- Have an eye examination and obtain any corrective lenses
- [Plan your arrival](#)
- Keep track of important dates and deadlines
- Make sure you have all the [necessary documents to enter Canada](#)



# DOCUMENT CHECKLIST



## DOCUMENT CHECKLIST

Before departure, make sure that all your documents are in order. Make photocopies of important original documents and leave one copy at home and keep the other copy in your suitcase, separate from the original documents that you must carry with you. These documents include:

- Valid passport and/or official government-issued identification
- UFV Official Letter of Acceptance
- Letter of Introduction confirming the approval of your Study Permit
- Temporary Resident Visa (if required for your country)
- Proof of sufficient funds
- Official Transcript/course description from schools previously attended
- English language test score (E.g. TOEFL or IELTS), if needed
- Medical and immunization records (useful, but not required)
- Credit card(s)
- Marriage certificate (if you are married)
- Driver's license or international driver's license & driving insurance record
- Two years of official school records (if you bring your children)





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OF THE FRASER VALLEY

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