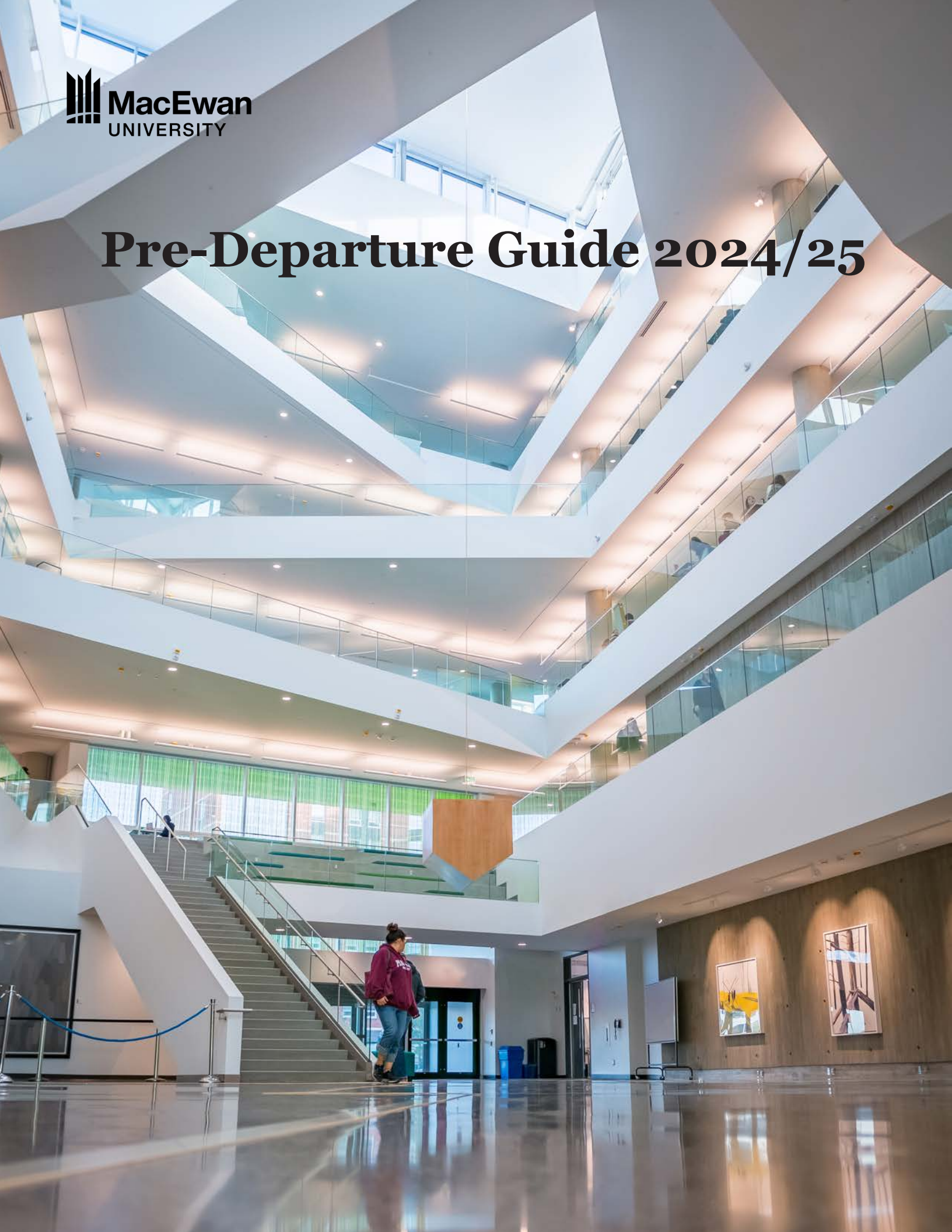


# Pre-Departure Guide 2024/25



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# Welcome to MacEwan University

**Congratulations on your acceptance to MacEwan University! The following information will help you prepare for your stay in Edmonton while attending MacEwan University. After you arrive, more information will be provided at the New International Student Orientation session.**

## International Student Services Team

### *Advising Team:*

Ayuko Matsumiya  
Grace Yunzhuo Li  
Monika Cox

### *Welcome Team:*

Ed Valdez  
Kathy Wong

### *Manager:*

Nataliya Oliferchuk

## How To Contact Us

**Office Hours: Monday to Friday from 8:30 a.m. to 4:30 p.m.**

Phone: (780) 497-5397 | Email: [international@macewan.ca](mailto:international@macewan.ca)

Fax: (780) 497-4508 | Toll-Free: 1 (888) 497-4622 extension 5397

## Mail

Room 7-105, 10700 104 Avenue | Edmonton, Alberta, Canada | T5J 4S2

## Follow Us

Connect with the MacEwan International community and other students!

[f/MacEwanInternational](https://www.facebook.com/MacEwanInternational) [@macewaninternational](https://www.instagram.com/macewaninternational) [@macewanintrntl](https://www.twitter.com/macewanintrntl)

# Speak To An International Student Specialist

## Attend pre-departure webinars

» Once per month on Fridays in April, June, July, August, November and December at 8 a.m. (MT).

## Join virtual drop-in sessions

» Every Friday, 9 a.m. (MT)  
Click [here](#) to join.

Visit MacEwan International's [Contact Us](#) page to book an appointment

## Preparation And Arrival Checklist

Things you need to do before coming to and upon your arrival in Canada.

### After You Accept Your Offer:

- Apply for a new passport or ensure that your current passport will be valid for at least 6 months
- Apply for a [study permit](#) (and a [co-op work permit](#) if required)
- [Enrol in courses](#) for the upcoming term(s) on myStudentSystem. Join [Planning and Enrollment Workshop](#) to get answers to your questions
- Check 'Tasks and Holds' on myStudentSystem and submit outstanding admission documents before the deadline



### Before You Leave:

- Buy your airline ticket to Canada
- Buy [travel and health insurance](#)
- Get copies of your [medical and immunization records](#)
- Arrange accommodation (e.g. [MacEwan Residence](#), [homestay](#), [apartment](#)) for arrival in Edmonton
- Check airline baggage restrictions, [packing tips](#)
- Make transportation arrangements from the airport to your home in Canada
- Decide on banking arrangements and [prepare a budget](#). Arrange for extra money (cash and credit) in case of an emergency





- Provide evidence of adequate funds (the updated and recent document you submitted with your study permit application)
- Arrange an emergency contact in Canada or your home country
- Pack suitable clothing (summer temperatures range from 20 to 25°C. The temperature can drop below -30°C in the winter)
- Learn how to cook one easy recipe from home
- Gather all required documents. Scan or make photocopies of important documents to pack in your baggage and email them to your email account

### What To Bring With You:

- A valid passport (and Temporary Resident Visa or eTA if required)
- Your Offer of Admission/Letter of Acceptance and Verification of Enrollment or Term Enrollment and Account Summary for the upcoming term
- Provincial Attestation Letter, if applicable
- The letter that you received from the visa office when your Study Permit was approved (this letter contains your Study Permit reference number, the immigration officer needs this letter to issue your Study Permit)
- Original transcripts (educational documents)
- Other official identifications (driver's license, etc.)
- Any medical records and any medical prescriptions
- Canadian currency for the first few days \$200-300
- References from your previous employers or teachers if you are planning to seek employment in Canada

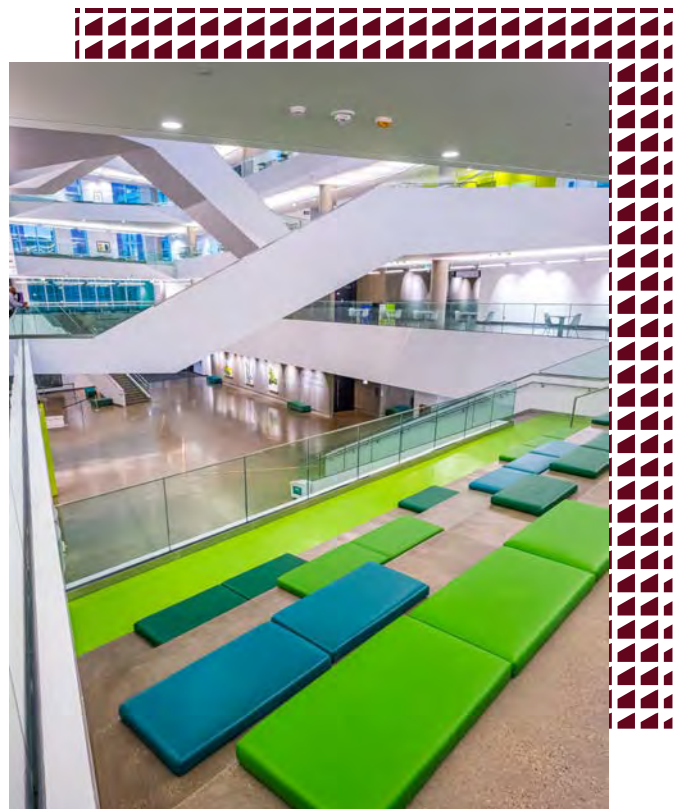
## When You Arrive In Canada

- Provide all required entry documents to Customs and Immigration officials upon arrival in Canada
- Obtain your Study Permit from an immigration officer at the airport
  - At the customs and immigration desk, you will show the officer the letter you received from IRCC when your study permit was approved. This letter lets the officer know to direct you to another room where you pick up the study permit. If your program has a work placement or practicum component in the first year, you should also ask the officer about issuing your co-op work permit together with your study permit.
  - Review your study permit carefully to ensure that all of the details are accurate. The procedure for changing details after this point can be very time-consuming. Your study permit should have the following condition so you can apply for a SIN number and work: May accept employment on or off campus if meeting eligibility criteria as per R186(f), (v) or (w). Must cease working if no longer meeting these criteria.

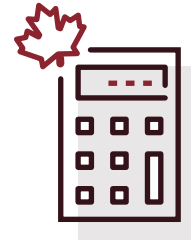
- Contact your family and emergency contacts to let them know you arrived safely

## Things To Do Upon Your Arrival

- Apply for your [Social Insurance Number](#) (if you plan to work on/off campus)
- Register for [Alberta Health Care](#) (if you plan to stay in Canada 12 months or longer)
- Visit MacEwan International at the City Centre Campus, Room 7-105
- Attend New International Student Orientation
- [Getting started!](#)



# Immigration Information and Requirements



Most International students planning to study at MacEwan University need to apply for a Study Permit and other immigration related documents. To find out if you require a Study Permit and other related immigration documents, please check the Immigration, Refugees and Citizenship Canada (IRCC) website: [www.ircc.canada.ca](http://www.ircc.canada.ca)

We help you understand immigration program requirements, processes, applications, and how to get the documents you need. We offer immigration information sessions, including ones on pathways to PR. Meet with a regulated immigration professional at MacEwan International to help you reach your goals.

MacEwan International offers FREE immigration consultations and advice on:

- » Study permit and TRV extensions
- » Work options and eligibility
- » Co-op work permits
- » Post-Graduation Work Permits (PGWP)
- » Initial study permit application feedback



## Helpful Hint

Keep all documents in a re-sealable folder in your carry-on or hand luggage for easy access while travelling. It is wise to scan these documents and save an electronic copy, email them to yourself, or leave another set of documents with your family in case you lose the originals.





# Useful Information And Resources

## Transportation From The Airport to Your New Home

### Getting To Edmonton

There are multiple ways to get from Edmonton International Airport (YEG) to the city of Edmonton by bus, tram, taxi, car or town car.

Select an option to see step-by-step directions and to compare ticket prices and travel times in [Rome2rio's travel planner](#).

### Taxi

[An affordable ride](#) from the airport or hotel is always available 24/7 with Greater Edmonton Taxi Service. Look for Yellow Cab on the curb at the airport. For more information on booking a taxi please visit [edmtaxi.com](http://edmtaxi.com).







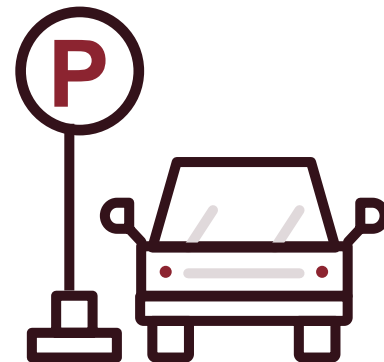
### Public Transit

For \$5, you can take public transit, Bus 747, from the airport to the Century Park bus and light rail transit (LRT) terminal in south Edmonton. At the terminal, you will need to buy another ticket to take a bus or the train to your destination. Choose the Metro LRT line and get off at the MacEwan stop if you are coming directly to campus or to the university residence. You may not want to choose this option if you have more luggage than you can easily carry.



### Pick Up

If you know someone in Edmonton who will be picking you up at the airport, the passenger pick-up area is located on the lower ramp on the Arrivals level. Click [here](#) to find airport drop-off/pick-up information.



## Housing Options

It's important that you know where you are going to live in Edmonton before you arrive. The three most common options are the MacEwan University Student Residence, homestay arrangements, and renting an apartment or house with other students or friends.

## MacEwan Residence

Located right beside City Centre Campus, living here puts you next door to the classrooms and study spaces that you will be calling home while you are a MacEwan student. The residence is located on a public transportation route and is close to grocery stores, restaurants, a weekly farmers' market, coffee shops, live music and theatre venues and Edmonton's thriving downtown.

Residents can choose between furnished bachelor, two-bedroom and four-bedroom suites. As an international student, you can apply to live in residence as soon as you have been offered admission to the university. Visit the residence website for more details and to apply: [MacEwan.ca/Residence](http://MacEwan.ca/Residence).

## Homestay

International students who want to live with a Canadian family can do so through a homestay arrangement. If you choose this option, you are responsible for finding your own homestay family. MacEwan University partners with Canada Homestay Network, a national homestay company. Contact them for information on rates and services. Apply at [Canada Homestay Network](http://CanadaHomestayNetwork).

## Off-Campus Rentals

Some students prefer to live in rental accommodations, such as apartments or houses, by themselves or with groups of friends. Information on rental properties can be found in local newspapers or on online sites, such as Kijiji or RentFaster. You can expect to pay between \$600/month and \$1200/month for a one-bedroom apartment in Edmonton.

You may be asked to sign a legal contract binding you to certain conditions and payment and provide a damage deposit when you agree to move into the property. NEVER send money or sign a lease before you see the apartment or house.



## Money and Banking

You should open a bank account upon your arrival in Edmonton. Several types of accounts and services are available. Ask a bank for the account which meets your needs.

### Potential Bank Options

- » [ATB Financial](#)
- » [BMO Bank of Montreal](#)
- » [Canadian Western Bank](#)
- » [CIBC \(Canadian Imperial Bank of Commerce\)](#)
- » [Royal Bank \(RBC\)](#)
- » [Scotia Bank](#)
- » [Servus Credit Union](#)
- » [TD Canada Trust](#)

### Money Facts in Canada

- » The unit of currency in Canada is the Canadian Dollar (\$).
- » Credit cards such as Visa, MasterCard and American Express and Debit cards (bank cards) are widely accepted.
- » In Alberta, the 5% national Goods and Services Tax (GST) is added to the displayed cost of most goods. In other provinces of Canada, a Harmonized Sales Tax (HST) or a Provincial Sales Tax (PST) may be added.

### Healthcare

It is mandatory for all international students to have medical insurance.

Without the proper coverage, medical costs can be very expensive.

### Basic Level Of Medical Insurance

If you study in Alberta for at least 12 months, you are eligible to apply for the Alberta Health Care Insurance Plan (AHCIP). This insurance is free but you need to apply within one week of moving here. Alberta Health Care covers the cost of your visits to doctors, hospitals and other basic health care needs. For more information, visit the website at: <https://www.alberta.ca/ahcip.aspx>.

### SAMU Supplemental Health Benefits Plan

When you register as a full-time student, you also receive supplementary SAMU health and dental benefits. The supplemental health care plan covers much of the health care needs that are not paid for by Alberta Health Care, such as the cost of prescription medicine, dental work and physical therapy. The cost for this is included as part of your student fees. After you pay for the health or dental services, you can go to the SAMU office for help in processing a claim to get some of your medical costs recovered. Find more information about SAMU Health & Dental [here](#).



### **Short-Term Studies and Insurance**

International students who will study for less than 12 months are not eligible for Alberta Health Care Insurance. We strongly encourage you to purchase private insurance to cover medical needs during your time in Canada. [Guard.me](#) is recommended for short-term international students who are already in Canada.

Find [Guard.me](#) International Insurance Plans.

### **Medical Clinics and Hospitals**

The [MacEwan Medical Clinic](#) at the City Centre Campus is open to all students. You can book an appointment with a doctor or just drop in. [Alberta Health Services](#) can connect you with doctors in different parts of Edmonton and offers a [Health Link telephone line](#) if you would like to ask a nurse a question from

home. You should go to a medical clinic for minor illnesses and non-urgent medical care.

The [Royal Alexandra Hospital](#) is the nearest hospital to MacEwan University. There are several other hospitals around Edmonton. Call 911 if you have an emergency.

## **Winter in Edmonton**

It is cold, perhaps more than you are used to, but it is also a beautiful season to enjoy many exciting outdoor activities like skiing, skating or snowshoeing in our many parks and resorts. The idea is to dress properly to take full advantage of what winter has to offer. The weather in Edmonton changes every day. Make sure you take proper warm clothing with you or be prepared to buy winter clothing.

## University Policies and Important Dates

The policies that govern student and faculty activities at MacEwan University might be quite different than policies in your home country. It is important for you to be familiar with pertinent policies, including:

- » Student Rights and Responsibilities
- » Refunds of Tuition and Student Fees
- » Grading
- » Academic Standing
- » Repeating Credit Courses
- » Student Assessments
- » Admissions
- » Student Academic Integrity Student
- » Non-Academic Misconduct

### **Policy Manual**

You will find excerpts from key policies in the [Academic Calendar](#).

### **Important Dates**

- » [Payment deadlines](#)
- » [Add/drop deadlines](#)

### **Academic Calendar**

MacEwan University's [Academic Calendar](#) is the authoritative source for official course descriptions and the rules and regulations that apply to our students. You are responsible for checking and adhering to all posted dates, deadlines and university policies.

