

The following will guide you through how to pay your tuition and residence fees using CIBC Student Pay.

1. Navigate to the [How to Pay Your Fees](#) webpage

How to pay your fees

The University of Calgary accepts payment for tuition and general fees primarily through Canadian banking with a personal bank account. Both domestic and international students can pay their fees online from nearly anywhere in the world through CIBC Student Pay and Convera Global Pay for Students.

Payment plans are also available for all students in all programs. Please see our website [here](#) for eligibility, terms and conditions, and enrolment instructions.

The preferred method of payment is through online banking with a Canadian bank account. Students who do not have a Canadian bank account can pay their fees through Convera Global Pay or CIBC Student Pay.

Payment by major credit card is now available for all students. International students can utilize either Convera Global Pay or CIBC Student Pay to make a credit card payment, and domestic students can make a credit payment through CIBC Student Pay. Please note: service providers charge a processing fee on all credit transactions, which is visible before finalizing the transaction.

Students can pay their residence and academic fees through the options outlined on this webpage. Ensure that your payments are directed towards the correct account type to avoid [late interest or service withholds](#). Students paying through Canadian Online Banking can review the appropriate payees under the "Payment Tips" section below.

2025-2026 fee payment deadlines

Winter 2025: Jan. 31, 2025

Spring 2025: May 13, 2025

Summer 2025: July 4, 2025

Fall 2025: Sept. 29, 2025

Winter 2026: Jan. 30, 2026

Spring 2026: May 12, 2026

Scroll down and open the drop down menu for "Pay Your Fees with CIBC Student Pay" and click on the link in red text in Step 1.

Pay your Fees with CIBC Student Pay

International students who do not hold a Canadian bank account can pay their fees by bank-to-bank transfer or credit card through CIBC Student Pay. This service allows you to pay your fees in the currency of your choice from nearly anywhere in the world. Payment by major credit card is also offered through this service, with an additional processing fee charged by the provider. For bank-to-bank transfers, there are no fees charged in addition to the exchange rate.

Domestic students who wish to pay by credit card can also do so through CIBC Student Pay. Please be aware that there is a service fee levied by CIBC for credit card payments. You do not need to be a CIBC client to use this service.

Detailed instructions for completing a payment can be found [here](#).

1

Step 1: Access CIBC Student Pay

Access [CIBC Student Pay's University of Calgary](#) page.

Please note: You do **NOT** need to be a client of CIBC to use this service.

2

Step 2: Select the items you wish to pay for

Select the country that the payment will be originating from, then select the items you wish to pay for and input the amount. One payment can be made for both residence and tuition, as long as each payment type is selected.

3

Step 3: Select your method of payment

There are no additional fees for selecting the Bank Transfer / Bank Wire options, aside from the exchange rate. An additional fee of 2.0 – 2.75% will be added to any credit card payments. This fee is placed by the service provider, not the University of Calgary.

4

Step 4: Complete the student/payor details and payment

To avoid delays in processing, please ensure you accurately input the student details.

If using a bank transfer / bank wire option, print off the instruction sheet and bring it to your local bank. They will be able to facilitate the transaction. Alternatively, the transaction can be completed with an online banking service.

2. Click to acknowledge FOIP Notice and then click "click here to access CIBC Student Pay"

CIBC FOIP Notice

Your personal information will be collected by the Canadian Imperial Bank of Commerce (“CIBC”) to allow you to make financial payments to the University of Calgary through the CIBC Student Pay portal. How CIBC collects, uses, and shares your personal information is subject to the policies of the CIBC including the CIBC privacy policy “[Your Privacy is Protected](#)”. By providing CIBC with your personal information you are consenting to their privacy policy.

I acknowledge

[Click here to access CIBC Student Pay](#)

3. Select the fees you wish to pay and input the amounts you wish to pay. Please note, you can pay for both Residence and Tuition and General Fees in one payment; select both payment types at **Step 2** below and enter the amounts you wish to pay. Finally, select the country you are paying fees from, and select **Next**.

Make a Payment

Payment Type Breakdown

<input type="checkbox"/> Admission Deposit	\$	CAD
<input type="checkbox"/> Application Fee	\$	CAD
<input type="checkbox"/> Residence Fees	\$	CAD
<input type="checkbox"/> Tuition and General Fee	\$	CAD

Payment Details

Country/Region* <div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> Select the country/region you are paying from ▼ </div>	Total Fee Due (per Acceptance Letter) (CAD)* <div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> \$ CAD </div>
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4. Select the **Method of Payment**, choose the currency you wish to pay in, then select **Next**. Payment options vary from country to country, and some currencies will include a service charge. Credit Card payments are accepted, though a small service fee may be charged, which will be clearly noted. If paying by credit card, go to **Step 8**.

Fees & Financials

Pay your Fees with
CIBC Student Pay



Payment Options

Direct Debit - Electronic Fund Transfer



- Transaction completed online
- Payments will be directly debited from your bank account within the next 2-3 business days on average
- Payments will be processed to your institution within 2-3 business days on average from the time your bank account is debited

502.50

CAD



Select

Convenience Fee of **2.50 CAD** included in above amount

Credit/Debit Card - Master Card



- Transaction completed online
- Payments will be processed to your institution within 1-2 business days on average
- Convenience fee is charged to you by the card processor, not by your school

512.50

CAD



Select

Convenience Fee of **12.50 CAD** included in above amount

Credit/Debit Card - Visa



- Transaction completed online
- Payments will be processed to your institution within 1-2 business days on average
- Convenience fee is charged to you by the card processor, not by your school

512.50

CAD



Select

Convenience Fee of **12.50 CAD** included in above amount

3. Complete the **Student Details** page; select **Next**.

Student Details

Student ID/UCID * ⓘ	Student first name *	Student last name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Student Email Address *	Country	
<input type="text"/>	Code *	Student Cell/Phone Number *
	+1 <input type="text"/>	<input type="text"/>
Student Home Address 2 (optional)	Country*	Province
<input type="text"/>	CANADA <input type="text"/>	Province <input type="text"/>
City *	Postal Code *	
<input type="text"/>	<input type="text"/>	

4. Complete **Payer Details** if the individual making the payment is not the student, such as a third party or parent. If the student is making the payment, select **Use Student Info**. Select **Next**.

Payer Details

Use Student Info

Relationship to Student*

Select Payer Relation

Payer First Name *	Payer Last Name *	Payer Email Address *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Payer Address 1 *	Payer Address 2 (Optional)	Province
<input type="text"/>	<input type="text"/>	Province <input type="text"/>
Country*	City *	Postal Code *
CANADA <input type="text"/>	<input type="text"/>	<input type="text"/>
Country		
Code*	Payer Cell/Phone Number *	
+1 <input type="text"/>	<input type="text"/>	

The account holder authorizes CIBC (Canadian Imperial Bank of Commerce) to draw on his/her bank account, the amount specified on this page, for the following purpose: payment of tuition and other related student charges, on the student account and unique reference ID mentioned. Payments are one-time debits. Please ensure you have sufficient funds in your account. Funds will be withdrawn from your account within 3 business days on average.

Fees & Financials

Pay your Fees with
CIBC Student Pay



Account Details

Search Type*

Search By Bank Name Search By Bank Institution Code

Bank Void Cheque

Front.pdf

(PDF or JPG format/Max 5 MB)

Bank Name*

Bank Institution Code* ⓘ

Transit Number ⓘ*

Bank Account Number ⓘ*

Account Type*

Chequing Account Saving Account

Street Address *

Province*

Postal Code *

City *

Disclaimer

Please contact studenthelp@cibc.com for any questions you may have. International Student Pay is made available as a service in association with University of Calgary. Usage of International Student Pay does not represent any contractual obligations between the students using this service and CIBC. All matters related to payments must be redirected to University of Calgary

5. Review payment details. If accurate, select **Continue as Guest**, or login with a CIBC account, agree to the Terms and Conditions; select **Submit**.

Payment Details

- The Foreign Exchange (FX) rate for this payment is valid for 72 hours 06/29/2020 09:43 AM MDT
- You will not be able to submit a new bank wire payment before 72 hours have passed.
- Please confirm the following information is correct prior to submitting your payment on the portal.

Student Information	Payer Information	Payment Breakdown
Frodo Baggins (baggins@fellowship.nz) 999999999 Bag End, Hobbiton, The Shire, NEW ZEALAND 999-999-9999	Frodo Baggins (baggins@fellowship.nz) Bag End, Hobbiton, The Shire, NEW ZEALAND 999-999-9999	Payment Type : Bank Wire Tuition and General Fee : 2,000.00 CAD Total Amount : 2,000.00 CAD FX Rate Applied : 1 NZD = 0.849800 CAD You must pay : 2,353.49 NZD

Already have an account? [Log in now](#) Continue as Guest ?

Don't have an account? [Click here to sign up](#)

[I agree to the Terms and Conditions](#) ➔ ➔

6. Select **Download Instruction Sheet**. The Payer must bring these instructions to their local bank, where they will be able to facilitate a bank to bank transfer. **Please note:** payment is not sent to your UCalgary account until the payer completes this step through their local bank.

✓
Your Transaction is Successfully Submitted!
 Please ensure your unique reference ID is included in your payment by your local bank

A confirmation mail has been sent to
baggins@fellowship.nz

Reference ID : UOC-0000000053

➔

Please print the instruction sheet and ensure the details are included in your wire payment.
 The foreign exchange rate and Reference ID for this transaction is valid until
 06/29/2020 09:43 AM MDT.

Fees & Financials

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CIBC Student Pay



- Credit card payments are completed online, though a small service fee may be charged by the credit card company. If paying by credit card, choose one of the available credit card options; select **Next**.

The screenshot shows the 'Payment Options' page with three main sections:

- Bank Wire:** Preferred foreign exchange rate locked in for 72 hours (no more worrying about fluctuating exchange rates). Amount: 2,353.49 NZD. Includes a 'Select' button.
- Credit/Debit Card – MasterCard:** Transaction completed online. Payments will be processed to your institution within 1-2 business days on average. Convenience fee is charged to you by the card processor, not by your school. Amount: 2,416.23 NZD. Includes a 'Select' button. A green arrow points to the 'Select' button.
- Credit/Debit Card – Visa:** Transaction completed online. Payments will be processed to your institution within 1-2 business days on average. Convenience fee is charged to you by the card processor, not by your school. Amount: 2,416.23 NZD. Includes a 'Select' button.

At the bottom, there are 'Previous' and 'Next' buttons. A green arrow points from the 'Next' button in the MasterCard section to the 'Next' button at the bottom of the page.

- Complete the **Student Details** page; select **Next**.

Student Details

Student ID/UCID* ¹	Student First Name*	Student Last Name*
99999999	Frodo	Baggins
Student Email Address*	Student Phone Number*	Student Cell Number
baggins@fellowship.nz	999-999-9999	
Student Home Address*	Student Home Address 2 (optional)	Country*
Bag End		NEW ZEALAND
State/Province	City*	Zip/Postal Code
The Shire	Hobbiton	

[Previous](#)  [Next](#)

9. Complete **Payer Details** if the individual making the payment is not the student, such as a third party or parent. If the student is making the payment, select **Use Student Info**. Input the credit card information. Select **Next**.

Payer Details

Use Student Info

Payer First Name*	Payer Last Name*	Payer Email Address*
Bilbo	Baggins	baggins@rivendell.nz
Payer Address 1*	Payer Address 2 (Optional)	State/Province
Rivendell		

Fees & Financials

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A screenshot of a payment form. At the top, there are three input fields: "City*" with "Rivendell", "Country*" with a dropdown menu showing "NEW ZEALAND", and "Zip/Postal Code". Below these is the "Credit Card Details" section, which includes three input fields: "Credit card(16 digit)", "Expiry date(mmyy)", and "CVD(3 digit)". At the bottom of the form are two buttons: "Previous" on the left and "Next" on the right. A green circle with the number "1" is positioned to the right of the credit card fields, with three green arrows pointing to each of the three input fields. Another green circle with the number "2" is positioned to the left of the "Next" button, with a green arrow pointing to the button.

10. Review the payment details. If accurate, select **Continue as Guest**, or login with a CIBC account, agree to the Terms and Conditions; select **Submit**.

Payment Details

- The Foreign Exchange rate for this transaction is valid until 03 Min:59 Sec. On receipt of funds, the Student Account for Frodo Baggins with Student ID 99999999 at University of Calgary will be credited.
- Please confirm the following information is correct prior to submitting your payment on the portal.

Student Information	Billing Information	Payment Breakdown
Frodo Baggins (baggins@fellowship.nz) 99999999 Bag End, Hobbiton, The Shire, NEW ZEALAND 999-999-9999	Bilbo Baggins (baggins@rivendell.nz) Rivendell, Rivendell, NEW ZEALAND 999-999-9999	Payment Type : Credit/Debit Card – Master Card Tuition and General Fee : 2,000.00 CAD Total Fee : 2,000.00 CAD Convenience Fee : 55.00 CAD Total Amount : 2,055.00 CAD FX Rate Applied : 1 NZD = 0.850499 CAD You must pay : 2,416.23 NZD

Already have an account? [Log in now](#) Continue as Guest ?

Don't have an account? [Click here to sign up](#)

[I agree to the Terms and Conditions](#)

End of Procedure

Related Guides: Fees & Financials – Pay your Fees with Convera Global Pay for Students
Fees & Financials – Understanding your Fees