

How to Edit Your Application After You Submit

Reasons for editing your application include;

- Changing your program choice:
 - You can make changes to your application choices; both first and second choices.
 - There is no fee required to change your choices.
 - Learn more about your [first and second choices, alternate offers, and how accepting an offer works](#).
- Updating your education history, including:
 - Enrolling in high school upgrading.
 - Enrolling at a post-secondary institution for course prerequisites.
- [Equitable and Inclusive Admission Process](#), including:
 - Adding the Equitable and Inclusive pathway
- Pay your application fee:
 - If you originally did not pay for your application and you now wish to pay by credit card.

Steps

1. Login to your [My UCalgary](#) portal using your eID and password. Navigate to the “**My Application**” tab.
2. Click “**Change UGRD application**” at the bottom left.
3. You can edit your application and **resubmit** until the application deadline. If you have already paid the application fee, you will not be required to pay again.

The screenshot shows the 'My Application' section of the UCalgary portal. On the left is a navigation sidebar with icons for 'My Application', 'Personal Info', 'Exams and Grades', 'Program and Advising Info', and 'My Financials'. The main content area displays the user's name 'Dino Rex O'Saurus', their test scores 'Test2 Saunders', and a 'To Do' list with one item: 'HS Transcript Transfer ApplyAB'. Below this is a 'My Applications' table with columns for Program, Status, and Admit Term. The table is currently empty, showing a red 'X' in the Status column and a 'Status' button. At the bottom, there is a 'Legend' section and a grid of navigation links. The link 'Change UGRD Application' is highlighted with a red box.

Program	Status	Admit Term
	X	Status

Legend

- Admissions Requirements
- Change UGRD Application**
- Contacts and Help
- Documents
- Entrance Awards
- Experience UCalgary
- Third-Party Authorization
- Tours and Events
- Transfer Credit Report
- Accepting Your Offer