

Students who received a Letter of Acceptance for the Spring 2024 term must complete the following steps to complete the registration process.

New students are required to be in Vancouver and ready to attend Orientation.

Orientation Dates:

- Undergraduate students: Monday, January 8
- Graduate students: Monday, January 15

Spring Classes Start:

- Undergraduate students: Monday, January 15
- Graduate students: Monday, January 22

Registration Deadline:

The last day to register for classes is **Monday, January 29**. If you are unable to attend classes by then, you will be removed from classes.

Registration Process:

Please note that there are different stages of registration.

To initiate REGISTRATION, you need to:

- 1. Provide proof of your immigration status for Spring 2024.**

Please upload a legible copy of your proof of immigration document. If you are a Domestic student, please upload a copy of your Canadian Passport or Canadian PR card to proceed with your registration. If you are an international student, see the list of accepted documents [here](#).

IMPORTANT: Only Study Permit, Port of Entry Letter, Study Visa, or online approval letter (inside Canada applications) are accepted to proceed with registration. If you are still waiting for your immigration documents, please wait until you have them to start the registration process.

Once we verify the documents, we will send you an email with instructions regarding the next steps.

If you do not have access to your online application portal, please contact your agent to complete this first step.

NOTE If you have uploaded the proof of immigration for a previous application but deferred or reapplied to the Spring 2024 term, you will need to upload the proof of immigration document again in the **Proof of Immigration Status – Spring 2024 Vancouver**.

ITEM	SUBMISSION STATUS	ACTION
* Proof of Immigration Status - Spring 2024 Vancouver	Not Received	<input type="button" value="Choose Files"/> No file chosen

Please upload proof of your Canadian Status

2. Take the FDU English Placement Test (EPT).

To check if you need to take a test before registering for courses, please check the "Conditions" section in your on-line application portal under the "Required Documents" tab. Ask your agent for assistance if you do not have access to the applicant's portal. If you need to test, we will contact you with further instructions on how to book and write the [FDU English Placement test](#) within 5 business days of the day when you provided your immigration documents.

If you were already placed into your academic program based on your English proficiency scores at admission, or you already have EPT scores, you will be registered into your classes. If you took the FDU EPT test over 2 years ago, your score may have expired, and you may have to retake it before you can register for classes.

Only after these 2 steps are completed, *Enrollment Services will send you an e-mail confirming your registration for the Spring 2024 term with your Tuition Statement. You will have 5 business days to pay any remaining tuition balance. You will receive a Confirmation of Enrollment Letter (COE) within 5 business days of receiving your full payment.*

3. Claim your FDU NetID account.

Your **NetID** (your FDU email) provides you access to a variety of university resources. It is particularly important that you claim your NetID and create your password as soon as possible. Click [here](#) to claim your NetID.

[How to access your NetID \(FDU email\) on your phone](#)

If you experience any problems, please create a SAMI Support request through this link: [Create a SAMI Support Request](#)

4. All new students to Canada are required to be covered by Guardme Travel Insurance. For more information click [here](#).

5. Prepare your official/original academic documents from previous studies to bring during the orientation. Please check [here](#) for accepted document formats. If you applied for transfer credits, you would need to provide the course outlines/syllabi with official English translation during the orientation to get the transfer credits finalized. You can also email them to vancouver-admissions@fdu.edu.

Please review the curriculum of the program you are starting at FDU. If you believe you have completed courses at another institution that would qualify for waiver or transfer credits, please submit the [Application for Transfer Credits Consideration](#) form with supporting documents no later than **January 1, 2024**. Transfer credit requests received after January 1st will be processed and reviewed for Summer 2024. Please check our website for more information on how to apply for [transfer credits](#).

We will contact you with more information related to your arrival in Canada (if applicable) and other relevant information for new students as you complete the above steps. Please make sure you check your NetID (FDU email) regularly including the spam folder!

We look forward to welcoming you at FDU Vancouver!