



2026/2027 Exchange Student Fact Sheet

Welcome to the University of Prince Edward Island!

At the University of Prince Edward Island, we pride ourselves on quality education, hands-on learning opportunities through experiential education, caring staff & faculty that make a difference, small class sizes and a beautiful environment where you can truly thrive.

The inbound exchange program at UPEI offers students from partner schools an opportunity for you to integrate an excellent learning abroad experience with your academic background at your home institution. Visiting Prince Edward Island provides students from around the world the chance to learn about the Canadian social, cultural, and environmental landscape while gaining course credit that transfers to your home school.

Our university campus is home to over 5,669 students from over 100 different countries. With an international student population of 33.5%, we pride ourselves on having a diverse, vibrant, inviting, and safe campus.

UPEI is located in Canada's smallest province, Prince Edward Island (PEI). PEI is internationally recognized for its beautiful beaches, world-class cuisine, red soil, vibrant arts community, and of course, the famous Anne of Green Gables. We hope that you will explore everything that our beautiful island offers during your exchange.



Contents

Contact Information	2
Important Dates & Information	3
Nomination & Application Deadlines	4
Nomination & Application Process	5
After You Are Accepted	19
Visa/Study Permit Information	20
Academic Information	21
English Language Requirements	21
Mandatory Course Load	22
Grading System	22
Transcript Request	22
Housing Options	23
Homestay	23
Residence	23
Off Campus Residence	24
Cost of Living	24
Medical Insurance	24
Travel Information	24
Orientation	25
Emergency Contact	25

Contact Information

Email: exchangein@upei.ca

Phone: 902-566-6092

Address: 550 University Avenue, Charlottetown, PE C1A 4P3



Important Dates & Information

Students should review the Academic Calendar carefully.

It is found here: <https://calendar.uepi.ca/current/>

Please be advised that, due to recent changes in immigration policies, there are specific procedures and requirements for travel, as well as for entering both Canada and Prince Edward Island. It is essential that you remain in communication with the UPEI Exchange Coordinator, Sarah Cheng (sacheng@uepi.ca), and comply with all the guidelines provided by Immigration, Refugees and Citizenship Canada (IRCC) on their website, please visit <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada.html>.

Additionally, students should regularly check the Prince Edward Island government's websites for further updates.

Students are also encouraged to monitor the University of Prince Edward Island's website for important updates and information, including their responsibilities in contributing to a safe and healthy campus environment. Additional information is available here:

<https://www.uepi.ca/safety-security>.



Nomination & Application Deadlines

Semester 1 (September - December)

Nomination: June 15th, 2026

Application Period: Feb 10 - June 30, 2026

Semester 2 (January - April)

Nomination: October 01, 2026

Application Period: Feb 10 – Oct 30, 2026

	Semester 1	Semester 2
Classes Begin	September 7, 2026	January 4, 2027
Last Day of Exams	December 19, 2026	April 24, 2027
Orientation Session	August 30 - September 6, 2026	January 4, 2027
On-Campus Residence Application Deadline	June 1, 2026	December 1, 2026



Nomination & Application Process

Coordinators from the partner school will first nominate their students to UPEI Exchange Office by emailing exchangein@upei.ca.

Please ensure that your nomination includes the following information about the student:

- their full name
- major & year of study
- English proficiency scores
- Date of Birth
- Email Address

Once the nomination has been accepted, the students will go through the online application process.

Creating an Application as a UPEI Exchange Student

Step #1: Creating an Account

To get started, go to this website: <https://www.upei.ca/apply>

Once you have clicked the “Create a UPEI account” it will take you to the login page, as seen below. If you are applying for the first time, you will need to create a username and password.

To do this, go to the top of the page and click “Create Account”.

“Create Account” will bring you to the following page. Please fill out all necessary information. Once done, you will be prompted to create a password. Once you have created a password, click “Create Account” at the bottom of the page.

A screenshot of a web form titled "Account Information". The form has a dark red header. It contains fields for "Password" and "Confirm Password", both marked with a red asterisk. Below these are "Password Question" and "Password Answer", each with a small explanatory text and a red asterisk. At the bottom is a red "Create Account" button.



You have now created your profile for your account, and you can begin your application!

Step #2: Starting an Application

 [SIGN IN](#) [CREATE ACCOUNT](#) [APPLICATION DEADLINES](#) [APPLY ONLINE](#) [EVENTS](#)

Create Account

Please complete the Create an Account form. Fields with a red asterisk (*) are required and must be completed before you can submit your information. Additional required fields may appear based on your answers to previous questions.

Your Account is unique to you. It can only be used to create an application in your name. If you are not an authorized Agent, any applications made under your account that do not match your account will result in automatic withdrawal and your account will be suspended.

The personal information requested on this form is collected under the authority of Section 31(g) of the PEI Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of that Act. It will be used for the purpose of managing applicant and student information and assessing admissibility to UPEI. Direct any questions about this collection to: Admissions Support, UPEI, 350 University Avenue, Charlottetown PEI, (902) 628-4353.

Contact Information

First Name *	Last Name *
<input type="text"/>	<input type="text"/>
Email Address *	Confirm Email Address *
<input type="text"/>	<input type="text"/>
Primary Phone	Birth Date (dd/mm/yyyy) (dd/mm/yyyy)
<input type="text"/>	<input type="text"/>
Mobile Phone	Pronouns
<input type="text"/>	<input type="text"/>

Do you agree to allow UPEI to send you important information via text message?

Do Not Allow Allow

Is your address outside of Canada or the U.S.?

Yes

Address

City

Province/State *

Postal Code/Zip *

Address (cont.)

Please list the third line of your address, typically your province and postal code.

Country



Academic Level

Choose Undergrad if you are applying for a Bachelor's degree, a Certificate or Diploma program, Doctor of Veterinary Medicine, Nursing, Radiography or Education.

Choose Graduate if you are applying to a Master or PhD program. If you are unsure, leave this field blank.

Undergraduate

Academic Program or Major

Visiting Student through Formal Exchange Program

Entry Term *

If the Entry Term you are interested in does not appear in this list, the Academic Program you have selected is not offered in that term.

Account Information

Password *

Confirm Password *

Create Account

Remember to select 'Visiting Student through Formal Exchange Program' as your academic program. After creating your profile, scroll down to the bottom of the page and click "Create Account".

This will lead you to the Application Listing page. Click "Create a New Application".



My Account

When you begin your application, you will be prompted to state the semester of entry you would like to be admitted too. Click on “Submit”.

Online Application

Select an area of interest

Academic Level

Choose Undergrad if you are applying for a Bachelor's degree, a Certificate or Diploma program, Doctor of Veterinary Medicine, Nursing, Radiography or Education.

Choose Graduate if you are applying to a Master or PhD program. If you are unsure, leave this field blank.

Undergraduate

Academic Program or Major

Visiting Student through Formal Exchange Program

Entry Term *

If the Entry Term you are interested in does not appear in this list, the Academic Program you have selected is not offered in that term.

2025 Fall Semester

[Back](#)

[Submit](#)



The application will take you through seven different sections in which you will be prompted to fill out all relevant and necessary information. At the bottom of each page there is a “Save & Continue” button, please click to save your progress. If you would like to save and exit, click “Save Application”.

2026 Winter Semester - Visiting Student through Formal Exchange Program

[Review](#) [Supplemental Items & Documents](#)

[Print](#)

[Personal](#) [Demographics](#) [Plans](#) [Accommodations and Accessibility](#) [Academics](#) [Certification](#)

All of your answers are subject to Prince Edward Island's Privacy Act.

[Access to information and Privacy Office | University of Prince Edward Island](#)

[Freedom of Information and Protection of Privacy Act](#)

Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

Name

First Name *

Last Name *

Middle Name

Choose First Name

Email Address *

Please provide an email address other than your school account. You may lose access to any school-based email upon graduation, but before you become a confirmed UPEI student



Section #1: Personal

You will be prompted to review your previous personal information i.e. Name, Address, Date of Birth, etc. The information filled out, cannot be edited once submitted, therefore, please review carefully before saving.

[Print](#)

[Personal](#) [Demographics](#) [Plans](#) [Accommodations and Accessibility](#) [Academics](#) [Family](#) [Certification](#)

Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

Name

First Name *	Middle Name
<input type="text"/>	<input type="text"/>

Last Name *	Birthname
<input type="text"/>	<input type="text"/>

Email Address *	Preferred Name
<input type="text"/>	<input type="text"/>

Home Phone *	Cell Phone
<input type="text"/>	<input type="text"/>

Pronouns

Section #2: Demographics

Once done it will bring you to the following page (Demographics). **Please DO NOT fill out any Social Insurance Number.** Select Exchange Student Visa as your Status in Canada.



Personal **Demographics** Plans Accommodations and Accessibility Academics Certification

UPEI recognizes that there are systems in place that present barriers to access and is committed to eliminating them. We are collecting demographic information to inform better access, services and supports. Completion of this section has no impact on and is not considered with your application for admission

Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may be required based on your answers to a previous question.

Citizenship

Status in Canada *

(answer may drive request for document proof)

If applicable, affiliated Province:

Social Insurance Number

(CANADIAN APPLICANTS ONLY: Enter a 9 digit number with no blanks or other characters. Social Insurance Number is required for the issuing of T2202A tax forms by the Canada Revenue Agency, and for processing PEI government awards and bursaries (i.e. George Coles Bursary and Island Student Award). All other nationalities leave box empty.)

Date of Birth *

(dd/mm/yyyy)

Your birth date should not be the current year or a future year

Section #3: Plans

As an exchange student it is extremely important that for both the “Intended Major and Program” and the “Second Program of Interest” section, you scroll to the final choice and pick “Visiting Student through Formal Exchange Program”. We recommend on-campus housing due to the housing shortage on PEI.



Personal Demographics **Plans** Accommodations and Accessibility Academics Certification

Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

Academic Plans

Academic Level *

Admit Type *

You have selected the "Undergraduate" option. This means that you are not coming to UPEI directly after completing high school, and you are also not transferring to UPEI after earning college credit at another college or university. This means you may have a gap in your education after high school, but this is your first time entering university. Also, this is the correct option to select if you are applying to the Doctor of Veterinary Medicine or the Bachelor of Education programs at UPEI. If this does not accurately describe you, please select a different Admit Type

I wish to enroll at UPEI as

Full-time and part-time status will impact your access to certain programs and may impact your funding.
Check [here](#) for the Provincial loan definitions of a FT vs PT student.

Full-time status: To qualify as a full-time undergraduate student in any given semester, one must be registered in nine or more semester-hours of study (usually three courses taken for credit); or as a co-op, internship, or practicum student on a full-time work placement (equivalent to 15 semester-hours of study).

Intended Major or Program *

Second Program of Interest *

Anticipated Entry Term *

If the Entry Term you are interested in does not appear in this list, the Academic Program you have selected is not offered in that term.



Section #4: Accommodations and Accessibility

If you are a person with disability or with special medical condition, you should select “Yes”, the Accessibility Team will reach out to you regarding the further steps. Otherwise, select “No”.

Personal Demographics Plans **Accommodations and Accessibility** Academics Family Certification

Are you a person with a disability and/or require physical or academic accommodations while at UPEI?

Yes No

UPEI is committed to providing an accessible learning environment for all students and an equitable opportunity to access education, training, and services.

In this case, disabilities are being referred to as long-term or recurring impairments and include mobility, sensory, mental health, physical, and/or learning disabilities.

Completion of this section is voluntary; checking this box does not increase or decrease your chances of being accepted, however, it does help us to serve you better.

By checking the box, you agree to share your contact information with Accessibility Services. You will receive an email communication that instructs you to register with Accessibility Services and provide appropriate documentation. For more information, please visit <http://www.upei.ca/accessibility>, call 902-566-0668, or email accessibility@upei.ca.

You should check this box if:

Section #5: Academics

The next section is “Academics”. Here you will be asked to list the names of ALL the schools that you have previously attended. If your High School is not listed, please write the name and the address in the “Unlisted School Name and Address” section.

You will also be asked about your English Proficiency. Make sure to answer “No” if English is not your first language. Please make sure that you also list all universities that you have attended, including your current one.



Personal Demographics Plans Accommodations and Accessibility **Academics** Family Certification

Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

Academic History

Select Add High School to list each high school you have attended.

High School 1

High School

To select your high school:

- 1) Select your country
- 2) Select your province/state
- 3) Enter city (optional)
- 3) Click "Search"
- 4) Select the high school name
- 5) Click "Select"

School Name (full or partial)

Country

City (full or partial)

Search

Cancel



Section #6: Family

The “Family” section does not have any required fields, but you may fill it out if you wish.

Personal Demographics Plans Accommodations and Accessibility Academics **Family** Certification

Please enter the name and address of your parent or guardian below.

Residence

With whom do you reside?

[Previous Page](#)

[Save Application](#)

[Save & Continue](#)

Section #6: Certification

The final section of the Online Application is the “Certification” section. Please read each statement carefully and select the appropriate answer. Also, please add your signature (type your name) at the bottom of the sheet.



Personal Demographics Plans Accommodations and Accessibility Academics Certification

Please enter your information in each of the following sections. Fields with a red asterisk (*) are required and must be completed before you can submit your application. Additional questions may become required based on your answers to a previous question.

Certification

Please affirm the following before you submit your application.

Do you certify the following? *

I understand that failure to disclose my attendance at any High School, College, or University, and failure to submit transcripts where applicable, may result in the denial of this application or my subsequent dismissal from the University.

Yes No

You must certify the statement.

Do you certify the following? *

I certify that to the best of my knowledge all statements made in this application, as well as in additional supporting documentation that will be submitted, are complete and true and that all records are complete and unaltered.

Yes No

You must certify the statement.

Do you certify the following? *

If accepted to the University of Prince Edward Island, I agree to abide by the University Regulations.

Yes No

You must certify the statement.

The electronic signature consists simply of your name, typed by you on your keyboard. The signature is your confirmation that the application you have filled out is your own work and the information is factually true. Once you type in your name, this will count as your electronic signature.

Signature *

Signature Date *

Sarah Cheng

24/9/2025



Step #7: Submitting Your Supplemental Items:

In order to view the necessary supplemental items you must upload, please click “Click to check your application status”.

2026 Winter Semester - Visiting Student through Formal Exchange Program

Review [Supplemental Items & Documents](#)

Supplemental Items		
ITEM	SUBMISSION STATUS	ATTACHMENTS
Copy of Passport (optional)	Not Received	<input type="button" value="Choose File"/> No file chosen
Copy of Passport optional submission		



If you would like to review your application, please click on the “Visiting Student through Formal Exchange Program/UPEI Campus/Undergraduate”. However, as your application has already been submitted, you will not be able to edit any information.

Please check your original admission process email where it indicates the promo code for you to waive the application fee.

Order Summary

DESCRIPTION	TOTAL
Application Fee	\$50.00
Subtotal:	\$50.00
Discount:	\$0.00
Total:	\$50.00

Enter a promo code: [Apply](#)

[Make Online Payment](#)



After You Are Accepted

Students will be issued acceptance packages which will include their UPEI campus ID number and PIN number. The UPEI campus ID number allows students to apply for residence which is done directly through Residence Services. A security deposit of \$300 is required to secure housing. The residence application form can be found here:

<https://www.upei.ca/residence/prospective-residents>

On-Campus Residence Application Deadline

Fall Semester- June 1, 2026

Winter Semester- October 1, 2026

Students must also submit an airport pick-up form to ensure they are met at the airport upon arrival. Please email Sarah Cheng via sacheng@upei.ca to request the airport pickup service.

Please continue to communicate with your exchange coordinator and fill out preparation materials to ensure that you are prepared when you arrive on campus.



Visa/Study Permit Information

If you will come to UPEI for **one term**, you must either:

- Apply for a temporary resident visa (TRV) or an electronic travel authorization (eTA). IRCC provides a tool to help you determine if you need a TRV or an eTA, Learn more about entry requirements by country or territory on the IRCC website.
OR
- Apply for a study permit

A study permit is **required** for all exchange students planning to stay for a duration of **two** semesters at UPEI, regardless of their nationality. Please note that as an exchange student, **you are exempt from the Provincial Attestation Letter (PAL) requirements** when applying for the study permit from outside Canada.

NOTE: It is more convenient to fly to one of Canada's hub airports (usually Montreal or Toronto) and transit to the Charlottetown airport from there.



Academic Information

Courses in Nursing, Veterinary Medicine, eMBA, Kinesiology, and Engineering are NOT open to exchange students; however, applications are reviewed on a case-by-case basis.

Students must refer to the official timetable and the available course information on MyUPEI to complete the Course Request Form (CRF). See CRF at the bottom of this document.

The course calendar is updated every February and registration will be in early May.

Course syllabuses are available by individual course request to the professor.

UPEI will work to have students registered in their first choice of courses but cannot guarantee students will be registered in their top choices. Coordinators from the partner school must sign off on each course request form. This ensures UPEI that all exchange students have the necessary prerequisites to take the courses they have listed.

For full course listings, please visit:

<https://collprodss.colleague.upei.ca/Student/Student/Courses>

English Language Requirements

Test	Minimum Score
IELTS (Academic)	Overall score of 6.5 with a 6.5 in writing no other band below 6
TOEFL paper-based test	550 with minimum TWE of 5.5
TOEFL internet-based test	80 with minimum of 20 in each category
TOEFL essentials	8.5 (overall) no score below 8.0
CAEL	60
Pearson Test of English	58
Cambridge B2 First, C1 Advanced or C2 Proficiency	Overall score of 176 with 176 in writing and no other skill below 169
GTEC CBT	1176-1250
Duolingo	Overall score: 120 Recommended minimum subscores: Literacy: 115 Comprehension: 115 Conversation: 115 Production: 115
SOxford Digital ELLT	Arts, Science, Business, Engineering and Baccalauréate en éducation, Français Langue Seconde ELLT 7 with no score below 6



Mandatory Course Load

Students must take a **minimum of three (3) courses per semester and a maximum of five (5) courses per semester.**

Grading System

Letter Grade	%	GPA	Verbal Descriptor
A+	91-100	4.3	Exceptional
A	85-90	4.0	Excellent
A-	80-84	3.7	Extremely Good
B+	77-79	3.3	Very Good
B	74-76	3.0	Good
B-	70-73	2.7	Fairly Good
C+	67-69	2.3	More than Adequate
C	64-66	2.0	Adequate
C-	60-63	1.7	Minimum for Good Academic Standing
D+	57-59	1.3	Below Good Academic Standing
D	54-56	1.0	Minimally Acceptable
D-	50-53	.7	Barely Acceptable
F	0-49	0.0	Below University Requirements

Transcript Request

Once the semester has come to an end, students must request their own official transcripts to be sent to their home institution by submitting the 'Transcript Request Form' on MyUPEI. Due to privacy laws, UPEI cannot request the transcripts on behalf of any student. It is up to the student to request their own. This can be done through the student's MyUPEI account portal under student planning after their final grades have been posted. Students should request one copy to be mailed to their home institution and in the comments section, ask for the transcript to also be emailed to a specific address (their home institution and their own, if desired). This way schools will receive their transcript immediately and directly from UPEI.



Housing Options

There are several housing options on and off campus. Please see different options below.

Homestay

Homestay provides students with housing close to campus and in a family environment. There may be other students living there too! It is all inclusive and all meals provided by the host family.

Homestay allows for greater immersion into the culture as well as greater cultural experience and exchange. Families will often include students in their day-to-day plans and experiences—family games nights, sightseeing, etc. Students who are interested in UPEI's Homestay Program may find information here: <https://www.upei.ca/english-language-centre/homestay>

Residence

UPEI's on-campus residence provides students with a great immersion into the campus culture. Residence is located on the edge of our small campus, so classes are just a short walk away. Residence provides a safe and comfortable atmosphere with a great deal of programming available during the week, including movie nights, painting nights, tutoring, etc. It's a great way to make lots of friends and be close to the hub of what campus services are offered!

UPEI's on-campus residences include:

- Blanchard Hall: <https://www.upei.ca/residence/buildings/blanchard-hall>
- Bill and Denise Andrew Hall: <https://www.upei.ca/residence/buildings/andrew-hall>
- Bernadine Hall: <https://www.upei.ca/residence/buildings/bernardine-hall>
- New Residence: <https://www.upei.ca/residence/buildings/new-residence>

*Blanchard Hall is recommended for exchange students as there is a small kitchenette provided; therefore no meal plan is required for the short stay.

Students are encouraged to apply as soon as the residence registration is open.



Off Campus Residence

Students wishing to live off-campus should contact exchangein@upei.ca before making arrangements to live off-campus. Living in residence or in a homestay is strongly recommended for the short stay. Students can also visit <https://www.upei.ca/off-campus-housing> for more information on off-campus housing options, including the Dutch Inn Off-Campus Residence. The website also includes apartment and/or room rental information. Students must use their UPEI ID and pin to log in and view the available properties list.

Note: Students must keep their UPEI exchange coordinator updated on their living arrangements.

* Students should never sign a lease or send money to landlords off-campus before first checking with their exchange coordinator.

Cost of Living

Living costs amount to approximately \$1,500 CAD per month.

The breakdown for meal plans can be found here: <https://www.upei.ca/residence/meal-plans>

Medical Insurance

Non-fee paying exchange students are NOT eligible for coverage under the UPEI insurance plan. Each exchange student must purchase mandatory emergency medical coverage through Guard Me International Insurance using the UPEI access code of **2456** to secure the UPEI preferred rate and must provide proof of this to the UPEI exchange coordinator prior to arrival.

More information can be found here: <https://www.guard.me/>

Travel Information

The closest airport is the Charlottetown Airport. The UPEI campus is a 5 minute drive by taxi from the airport. The closest international airport is the Halifax International Airport. Shuttles and buses arrive several times per week from the Halifax airport to Charlottetown.

For costs and other information, please see the following link:

<https://maritimebus.com/halifax-airport-shuttle>



Orientation

Orientation takes place the first weekend of each semester. Exact dates are provided at the time of application. Students are encouraged to sign up for orientation – new links to do so will be provided.

Emergency Contact

UPEI International Student Advisor & Incoming Exchange Coordinator

Phone: 902-566-6092

Email: exchangein@upei.ca



International Student Office
Incoming Exchange Student Course Request Form (CRF)

Name: _____ UPEI Student ID #: _____

Email Address: _____ Telephone Number: _____

Home Institution Name: _____

Semester: _____ Fall (September) _____ Winter/Spring (January)

Using the [UPEI Course Catalog](#) – list the courses your wish to pursue at UPEI.

How to search the catalog:

1. Choose course subject.
2. Filter by:
 - a. Open Courses Only,
 - b. Main Campus,
 - c. Choose appropriate term for exchange (Fall 2023 or Winter 2023),
 - d. Under Academic Level - choose Undergraduate.

We will do our best to grant you the courses you choose, however, **we cannot guarantee your selection.** Please list extra courses in case your first choice is unavailable. “**CLOSED**” or “**FULL**” on the timetable list – means the course is not available.

Exchange students must take a **minimum of 3** courses and **no more than 5** courses per semester while attending UPEI. The first digit indicates the level of the course:

- 1000's – are first year level, 2000's are second year level etc
- 5000's and beyond are **not** available to undergraduate students

Course Dept. & Number	Course Name	Day & Time
Example: BUS 2870A	Intro to International Business	W – 6:00 – 9:00 pm
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

*****The signature of the Home Institution Advisor (below) indicates that they have approved all courses listed above and is also indicating that the student named above has all the pre-requisites required to enroll in their course selections at UPEI. Please refer to upei.ca/programs for course descriptions and pre-requisites.******

Home Institution Advisor Name: _____ (Print)

Signature: _____ Date: _____