

# Incoming Exchange Student Checklist

## -BEFORE YOU ARRIVE-

1. Receive Letter of Acceptance →  
apply for **Visitor Visa/ETA or Study Permit** (depending upon length of study period)

3. Apply for **On-Campus Housing** or **Off-Campus Accommodation** options

5. Apply for your **Campus ID Card**

7. View your **account balance on Carleton Central** and pay your Health Insurance (UHIP), bus pass (U-Pass) and on-campus residence fees through your **student account**

9. Learn what to **pack** → remember to bring important medical records and extra prescription medication you may need



Set up MyCarletonOne (MC1) account and **Carleton email** → check your e-mail regularly for important university updates

4. Complete Exchange Student Welcome in **Brightspace**

6. Check Important **Dates and Deadlines**

8. Budget for **accommodation and living expenses** and make a plan for transferring funds from home to Canada → a reminder that exchange students pay tuition to their home institution not Carleton

10. **Regularly Check:**

- Carleton email account for important information and actions items
- Brightspace Dashboard for course information, outlines and announcements



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