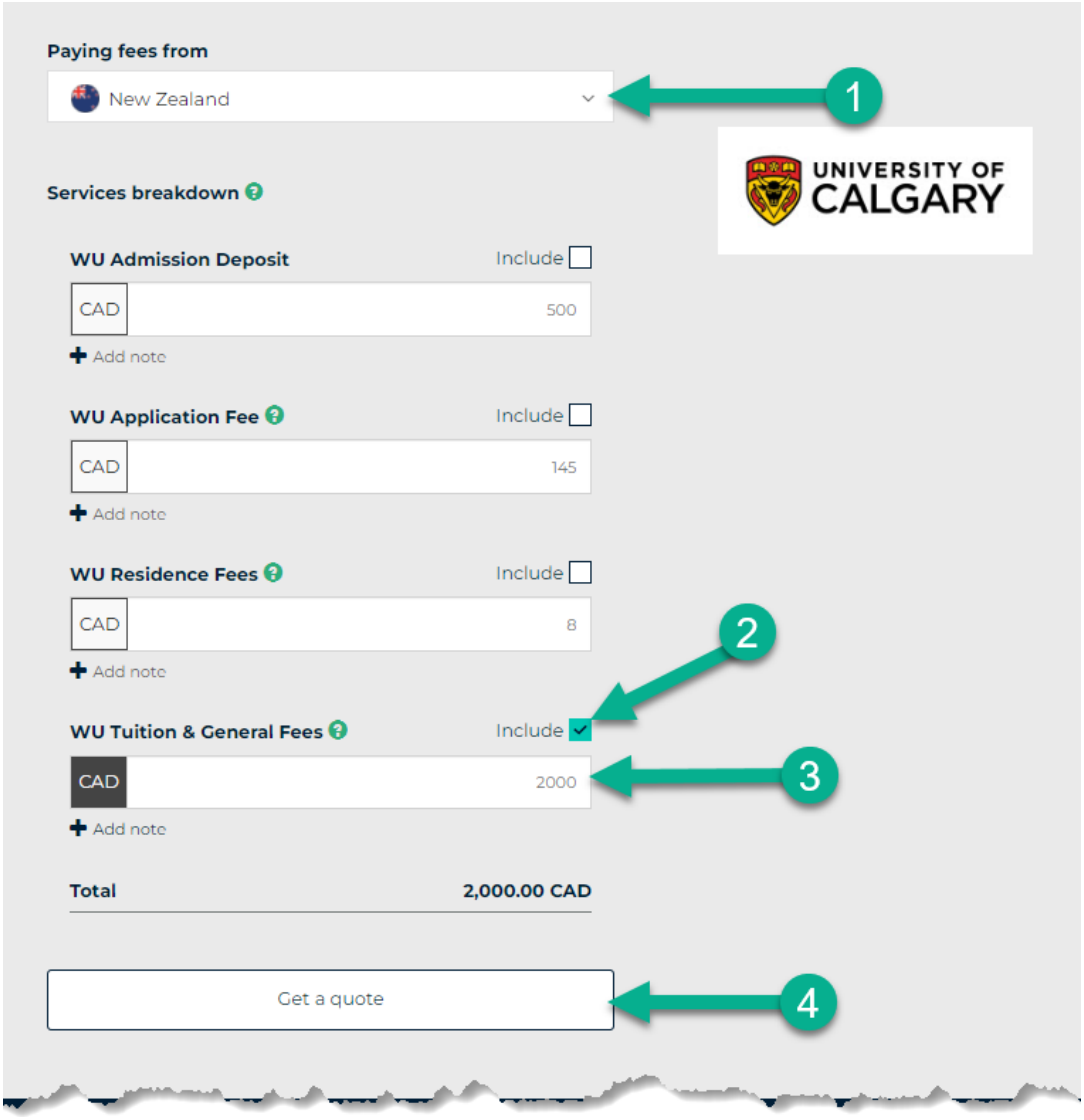
Fees & Financials

Pay your Fees with Convera Global Pay for Students

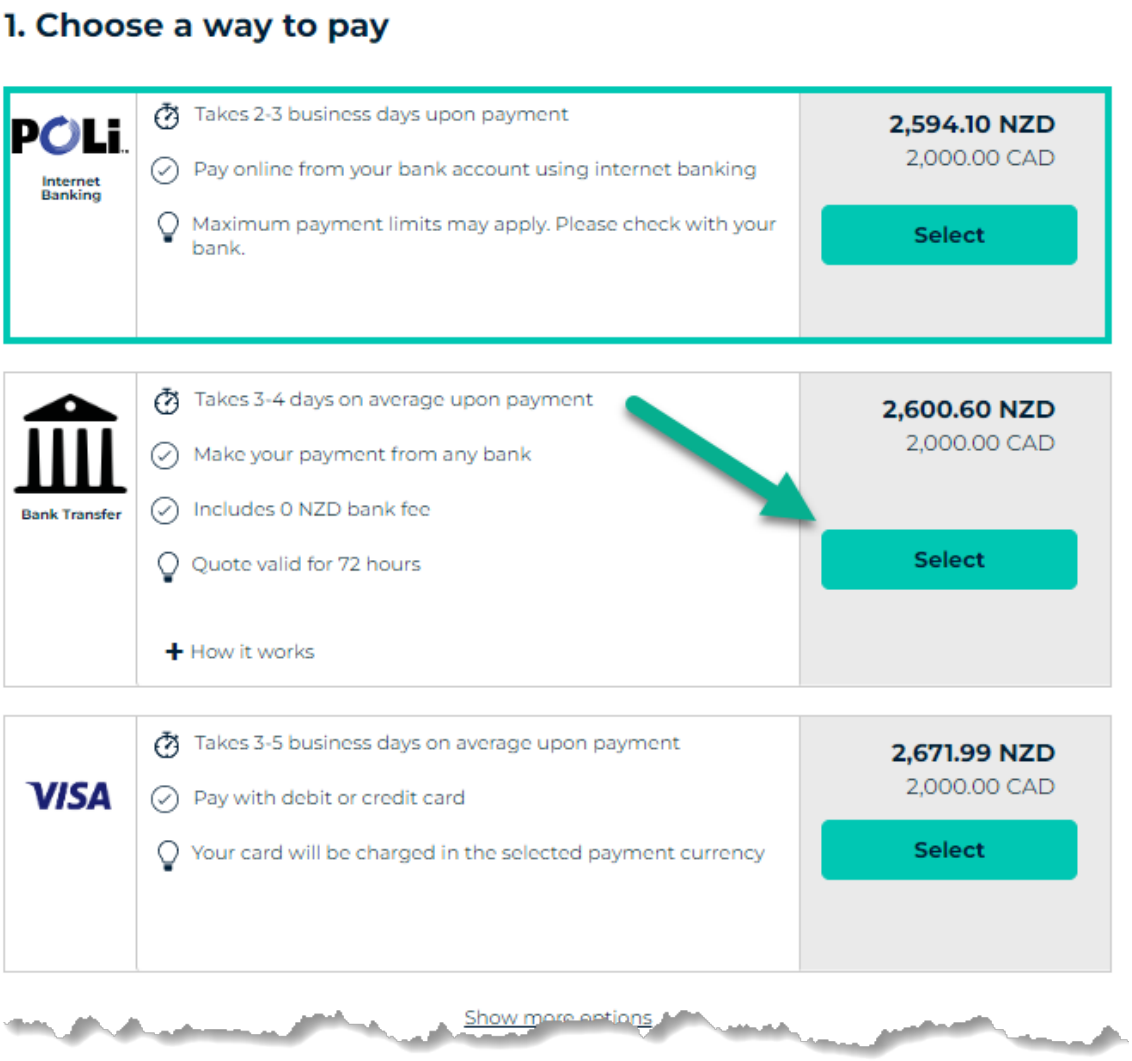
The following will guide you through how to pay your tuition and residence fees using Convera Global Pay for Students.

1. Navigate to students.convera.com.

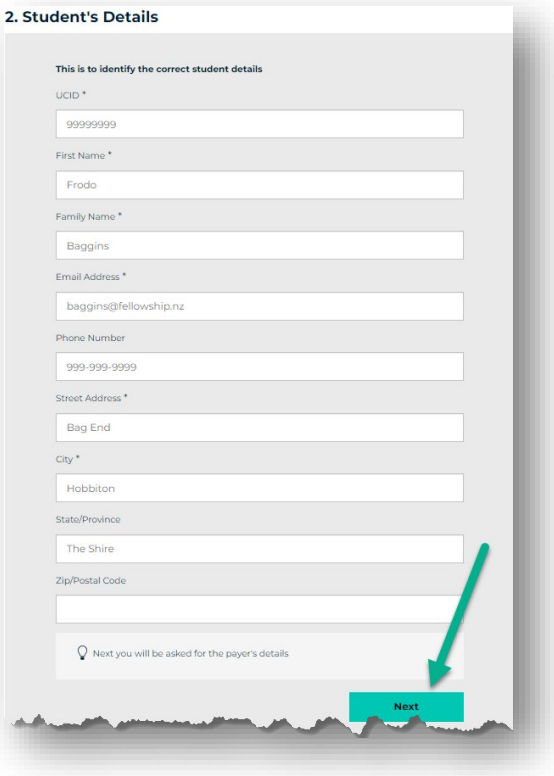
2. Select the country you are paying fees from. Select the fees you wish to pay, and enter the amounts you wish to pay. Please note, you can pay for both Residence and Tuition and General Fees in one payment; select both payment types at **Step 2** below and enter the amounts you wish to pay. Finally,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



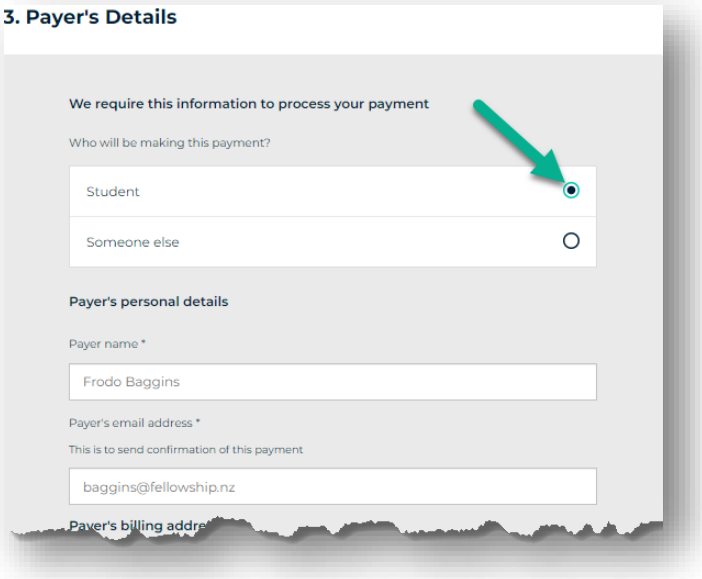
3. Select the **Method of Payment**. The payment options vary from country to country. If paying by credit card, proceed to **Step 8.**



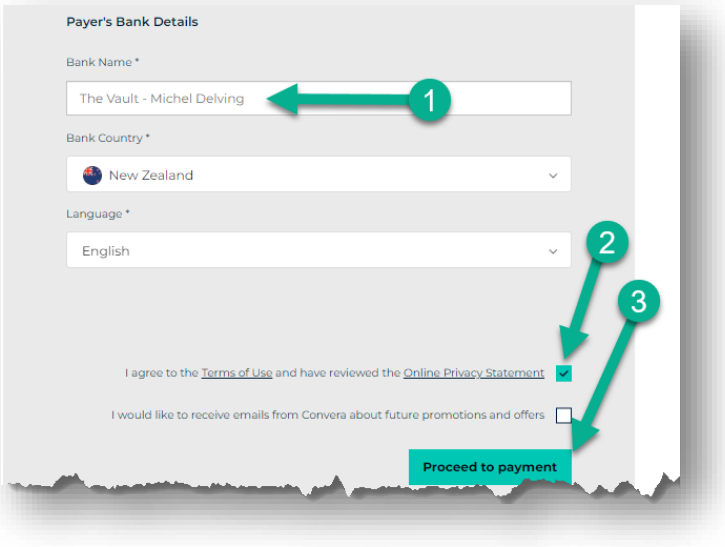
4. Complete the **Student Details** page and select **Next**.



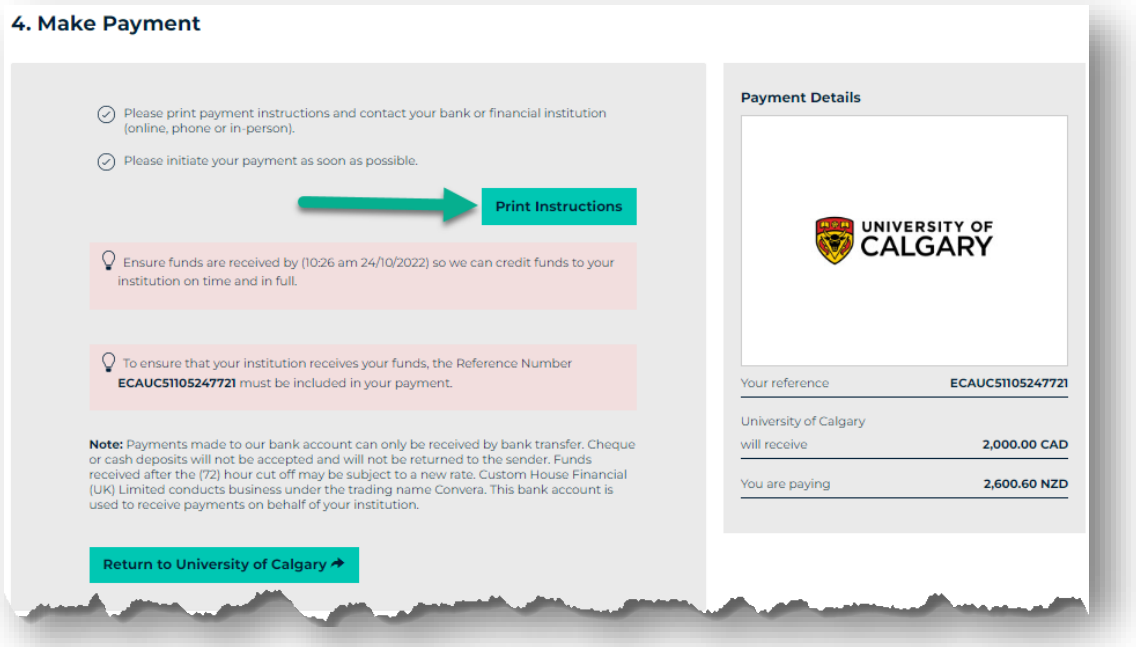
5. Select who is making the payment, the **Student** or **Someone Else**. Include the payer's details as appropriate.



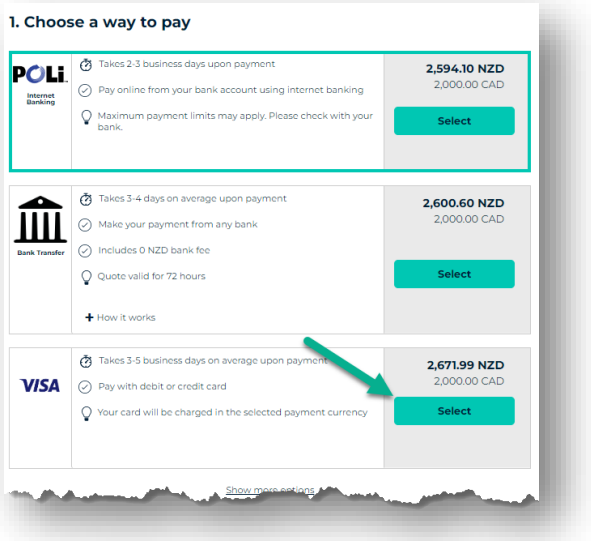
6. Include the name of your local bank, agree to the Terms and Conditions, and select **Proceed to Payment.**



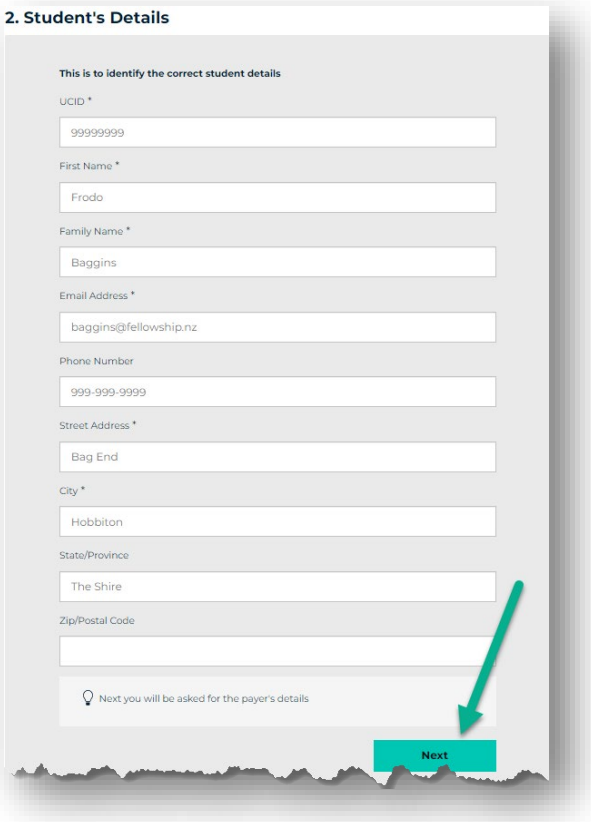
7. Select **Print Instructions**. The Payer will must take these instructions to their bank, where they will be able to facilitate a bank to bank transfer. **Please note:** payment is not sent to your UCalgary account until the payer completes this step through their local bank.



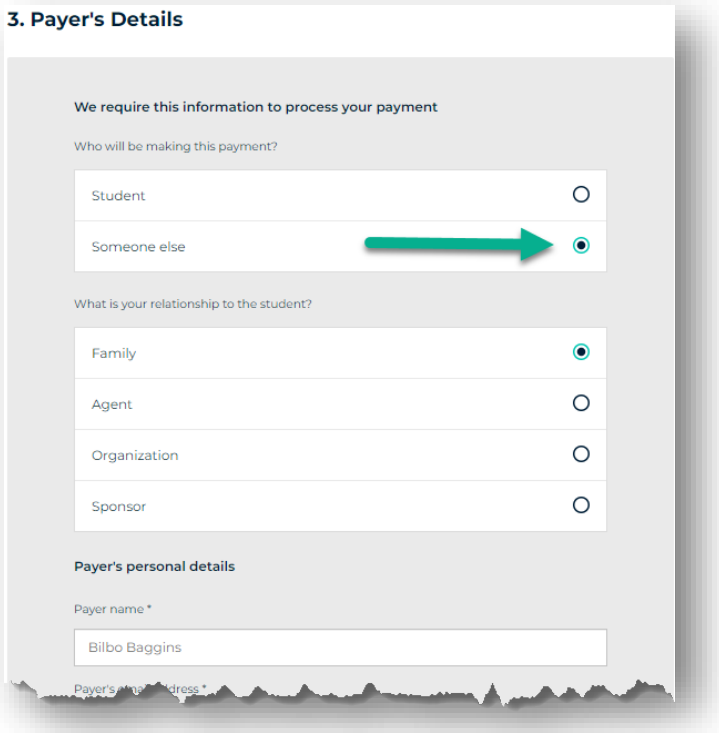
8. If paying by credit card, select one of the available options. Payments made by credit card can be completed online, though a small service fee may be charged.

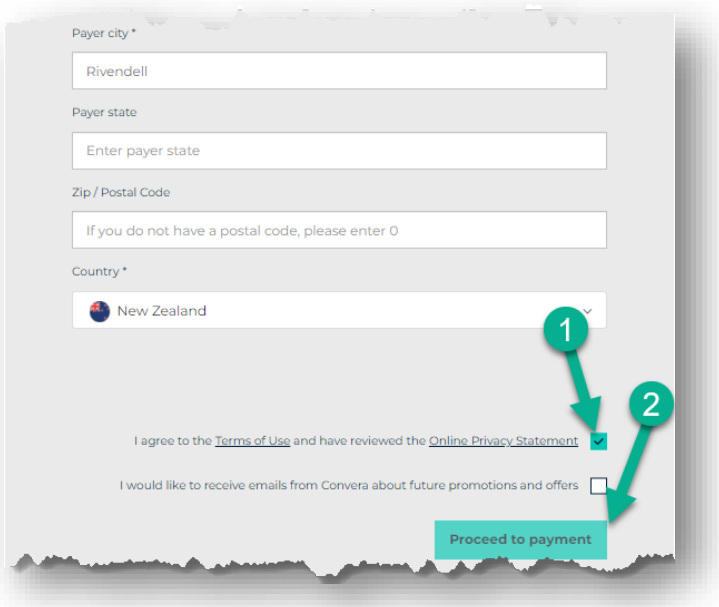


9. Complete the **Student Details** page and select **Next.**

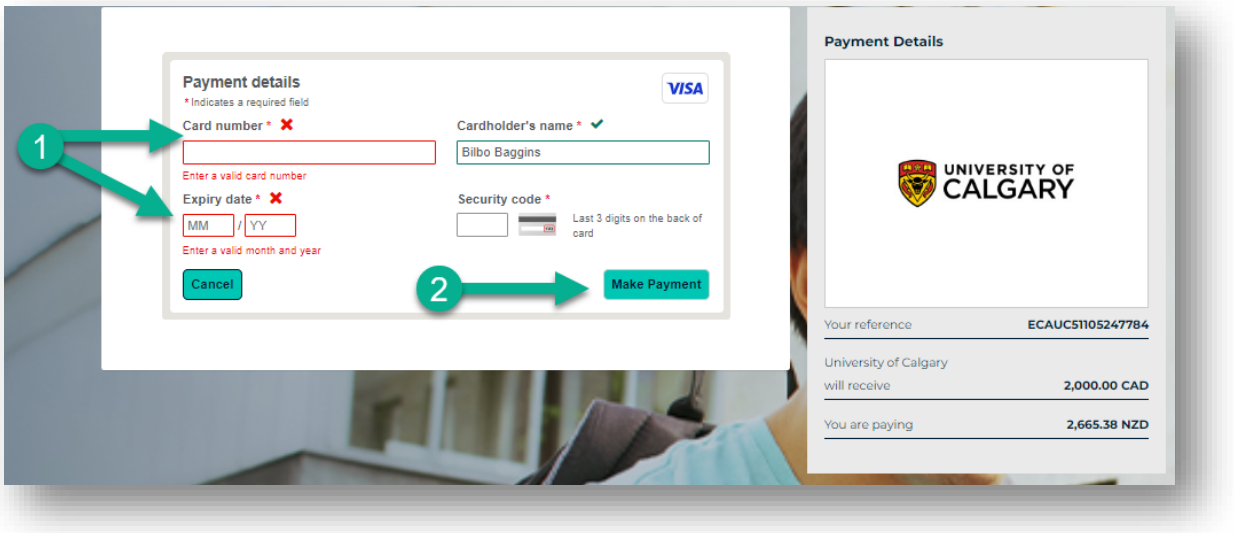


10. Select who is making the payment and include the payer's details as appropriate. Agree to the Terms and Conditions and select **Proceed to Payment**.





11. Input the credit card details and select **Pay Now**. A confirmation of the transaction will be sent to the payer's email address.



End of Procedure

Related Guides: Fees & Financials – Pay your Fees with CIBC Student Pay
Fees & Financials – Understanding your Fees