

THE KING'S UNIVERSITY INTERNATIONAL APPLICATION GUIDE



Home | [Apply](#)

Apply Today

We're excited that you are planning your next steps at The King's University, Edmonton's Christian University. Here you will find details on everything from selecting a program, to applying for admission, to registering in courses. If you have any questions along the way, [contact Admissions](#) and we will be happy to walk you through this process.

Have you already applied for admission at King's? View the [status of your application](#).

1. Apply online

Complete your Online Application by clicking the 'Apply Now' button below.
You will be redirected to Apply Alberta.

Additional dates for Canadian students

Oct 01: Fall applications open
Feb 01: Winter applications open
Feb 28: Application and documentation deadline for first round of B.Ed. decisions
Apr 01: Application and documentation deadline for second round of B.Ed. decisions
Jun 15: B.Ed. application deadline

Important dates for international students

Jun 15: Fall applications deadline (application fee reduced until Apr 15)
Oct 15: Winter applications deadline (application fee reduced until Aug 15)



Where to Begin?

Step 1: From [the King's website](#), click on "[Apply](#)".

Step 2: Take note of our deadlines and instructions, and then click "**APPLY NOW**" at the bottom of the screen.

Before You Start

Start Here About ApplyAlberta About Application Process About Transcript Process

Start Here

i You can login to ApplyAlberta using one of the following login options:

- A Google account
- A Microsoft account
- A **basic (non-verified)** Alberta.ca account

⚠ If you have previously logged into ApplyAlberta, continue to login with the same account. Do not create an ASN (you already have an ASN). Creating a new one will **DELAY** your application process.

i A credit or debit card may be required to pay the post-secondary institution's application fee

i For a better experience, please use a **supported browser on a desktop, laptop, or tablet** to complete your application. **Please avoid using a cell phone.**

APPLY NOW

System Availability

ApplyAlberta Outages

No planned maintenance at this time.

Institution Outages

No planned maintenance at this time.

[View more details](#)

Step 3: You will be redirected to the Apply Alberta website. This is where you will enter all of your information and complete your application.


To begin, click on **“APPLY NOW”**.


Sign in to Alberta.ca
Account for personal use


Email address or username

Continue

or

 Sign in with Google

 Sign in with Microsoft

 Don't have an account?

[Create account](#)

Creating a Alberta.ca Account.

Step 4: Unless you have already applied to other universities in Alberta or already have an Alberta.ca account, then you will need to create an account. Click on **“Create account”** to get started.

WELCOME TO
Alberta.ca Account
An easy and secure way to access your government services.



Create account

Consider using your personal email

🔒 Your information is kept secure. [Learn more](#)

Sign in with Google

Sign in with Microsoft

or

Email address
admissions@kingsu.ca

[Continue](#)

Already have an Alberta.ca Account? [Sign in](#)

[Terms of Use](#)

Step 5: Enter your email address and click **“Continue”**.

Create Account

Email address
admissions@kingsu.ca

🔒 Your information is kept secure. [Learn more](#)

Sign in with Microsoft

> [Why should I use this option](#)

or

[Create an Alberta.ca Account password](#)

[Terms of Use](#)

[Back](#)

Step 6: Click on **“Create an Alberta.ca Account password”**.

Terms of Use

Please accept the Terms of Use to continue.

Disclosure statement

The personal information collected through this website is for administering the Alberta.ca Account program. This collection is authorized by section 33(c) of the Freedom of Information and Protection of Privacy Act.

For questions about the collection of personal information, contact Alberta.ca Account team at 1-844-643-2789, by email at alberta-ca-account@gov.ab.ca, or mail to Technology and Innovation, PO Box 1820, Station Main, Edmonton, Alberta, T5J 2P2, c/o Alberta.ca Account Dept.

My acceptance provides my consent for the use and disclosure of my personal information as identified in the Terms of Use.

☒ I agree to the [Terms of Use](#)

[Continue](#) [Back](#)

Step 7: Review and check the **“I agree to the Terms of Use”** box and click **“Continue”**.



Check your email for a link

A password creation link has been sent to **admissions@kingsu.ca**

Important notes

- The link will expire in 30 minutes.
- If you don't see the email in the next few minutes, please check your junk, spam, or trash folders.
- Double-check that the email address you provided is correct.

You may now close this window.

There will be a password creation link sent to the email used for account sign up.

Step 8: Click the link in the email you've received from Apply Alberta.

The link will expire in 30 minutes.

Step 9: Create a password. Then, click "Save and Continue".

Step 10: Enter your name and continue with your application to fill out all your personal information in the form.



Alberta.ca Account

Please click this link to continue creating your account. Your link will expire within 30 minutes.

https://account.alberta.ca/ui/account/email-confirmation/token/0BgZzhqnKp56ESPzU1okYg2?p=oxw2n_EyVTAtx1Q2b48TKk5DiiFNJMEKwjAQRPMpvelxaVNLiyCSgx5F6BesSWoWbFKyG7_IVC_CwAzMvPHMKx2IBGNIDizD6-ESQ21ACjnhM2AQkihKndmfV0gcXLRB4k6-kLiO79S1IBAWmqlewOLfR2nAzrQNXHqjcVvklIn3aNFvTXHVqL4ZhP5h1cVmA4wxVJOH5O4RA1faFJJE0HbjoR179QE1

If you didn't request this link, you can safely ignore it.

Alberta Alberta.ca Account

Your email has been confirmed.

Create password

Email
admissions@kingsu.ca

Your password must have:

- > At least 8 characters
- > At least 1 upper case letter
- > At least 1 lower case letter
- > At least 1 numerical or special character

Password

Confirm password

[Save and continue](#)

Alberta Alberta.ca Account

admissions

My account

Security settings

Enter your name

Enter the names you would like Alberta.ca Account to use when communicating with you.

First name Last name

[Continue](#)

Identity Check

Please provide the following information to confirm your identity. If you don't know your ASN, click a link below to try and recover it, or create a new ASN.

Alberta Student Number (ASN):*

enter an ASN

[Lookup my ASN](#) | [Reasons you may have an ASN](#) | [Create New ASN](#)

Legal Names

Changed your name? If your current or former legal names are different than your Alberta.ca Account, enter your legal names to search for your ASN.

Legal First Name (If different than above):

enter legal first name

Legal Last Name (If different than above):

enter legal last name

Former Legal First Name (If applicable):

enter former legal first name

Former Legal Last Name (If applicable):

enter former legal last name

NEXT >

Accessing Apply Alberta

After creating your account, you will be directed to a page where it asks for your Alberta Student Number (ASN). ASNs are issued to all Albertan students, so international students who have not completed any previous education in Alberta will need to create one.

Step 11: Click on “Create New ASN”.

Step 12: In the dialog box that opens, check all the criteria listed and click on “ALL OF THESE APPLY” to create your new Alberta Student Number!

The screenshot shows the 'Identity Check' page with a modal dialog box open. The dialog box has a title 'You may already have an Alberta Student Number (ASN)' and a sub-header 'Please Confirm:'. It contains a list of seven criteria, each with a checked checkbox. The first checkbox is highlighted with a red box. At the bottom of the dialog, there are three buttons: 'ALL OF THESE APPLY' (highlighted with a red box and an arrow), 'SOME OF THESE DON'T APPLY', and 'GET HELP'. The background page shows the 'Identity Check' form with fields for 'Alberta Student Number (ASN)', 'Legal First Name', 'Legal Last Name', 'Former Legal First Name', and 'Former Legal Last Name'. A 'NEXT >' button is visible at the bottom of the page.

EDIT

Identity Check

Please provide the following information to confirm your identity. If you don't know your ASN, click a link below to try and recover it, or create a new ASN.

Alberta Student Number (ASN):*

enter an ASN

[Lookup my ASN](#) | [Reasons you may have an ASN](#) | [Create New ASN](#)

Legal Names

Changed your name? If your current or former legal names are different than your Alberta.ca Account, enter your legal names to search for your ASN.

Legal First Name (If different than above):

enter legal first name

Legal Last Name (If different than above):

enter legal last name

Former Legal First Name (If applicable):

enter former legal first name

Former Legal Last Name (If applicable):

enter former legal last name

NEXT >

You may already have an Alberta Student Number (ASN)

Please Confirm:

- ☒ I have never applied to or attended a school in Alberta (e.g. kindergarten to grade 12, a college, a university, or a technical institute)
- ☒ I have never attended high school in Lloydminster, Saskatchewan
- ☒ I have never written a General Education Development (GED) examination
- ☒ I have never applied for or been in apprenticeship training in Alberta
- ☒ I have never taken Alberta high school courses at a school outside of Canada
- ☒ I have never applied for a student loan in Alberta
- ☒ I have never submitted out-of-province credentials to an Alberta high school for evaluation

ALL OF THESE APPLY **SOME OF THESE DON'T APPLY** **GET HELP**

Quick links Follow the Alberta Government About this site

Accessing ApplyAlberta

The information you supply will be used to access ApplyAlberta

Create a New Alberta Student Number (ASN)

Please confirm that your Alberta.ca Account Information below is correct. If your basic Alberta.ca Account is incorrect, you can "Edit" it below.

If you're not sure if you have an ASN, click "Back" to view the reasons that you may already have one. If you're certain that you don't already have an Alberta Student Number (ASN), you can create a new one below now.



IMPORTANT: For students who have taken Alberta High School courses, or have attended high school, college, university, a technical institute or an apprenticeship program in Alberta -- if you create a new ASN, post-secondary institutions will not be able to connect your application to your academic record to request a transcript. You may also be unable to apply for Alberta Student Aid.

Alberta.ca Account (BASIC)

FIRST NAME:

Jane

LAST NAME:

Doe

DATE OF BIRTH:

2003, SEPT 04

EMAIL ADDRESS:

janedoe@hotmail.com

GENDER:

FEMALE

EDIT

< BACK

CREATE NEW ASN

Please confirm that your Alberta.ca Account Information below is correct. If your basic Alberta.ca Account is incorrect, you can "Edit" it below.

If you're not sure if you have an ASN, click "Back" to view the reasons that you may already have one. If you're certain that you don't already have an Alberta Student Number (ASN), you can create a new one below now.



IMPORTANT: For students who have taken Alberta High School courses, or have attended high school, college, university, a technical institute or an apprenticeship program in Alberta -- if you create a new ASN, post-secondary institutions will not be able to connect your application to your academic record to request a transcript. You may also be unable to apply for Alberta Student Aid.

Alberta.ca Account (BASIC)

FIRST NAME:

Jane

DATE OF BIRTH:

2003 Sep 04

GENDER:

female

EDIT

< BACK

CREATE NEW ASN

Alberta Student Number (ASN) Created

Please record your ASN number for future reference.

YOUR NEW ALBERTA STUDENT NUMBER (ASN) IS:

132938671

An email containing this ASN will be sent to admissions@kingsu.ca.
If you do not receive the email, click "Resend ASN" below.

RESEND ASN

CONTINUE

Quick links

Follow the Alberta Government

About this site

Creating an Alberta Student Number

Step 13: After verifying all your personal information is correct, click on **"CREATE NEW ASN"**.

Step 14: You will receive an email with your new Alberta Student Number, but it may be helpful to write it down, so it is easily accessible. You're going to need it to pay your application fee at the end of your application process.

Once you have your ASN on record, click **"CONTINUE"**.

Terms and Conditions of Use

- I understand ApplyAlberta will allow me to apply for admission to a post-secondary institution in Alberta through an online service.
- I understand I will need to provide personal information and that it is my responsibility to ensure the information I provide is truthful, complete, and correct.
- I understand it is my responsibility to keep ApplyAlberta and all post-secondary institutions to which I have applied or have registered informed of any changes to the information provided in my application.
- I understand if any information in my application is determined to be false or misleading, concealed or withheld, I may be penalized and may be subject to a specific institution's codes of conduct.
- I understand falsification of my application may be disclosed by the institution to the Association of Registrars of the Universities and Colleges of Canada.
- I understand my Login ID and Password combination provides access to my personal information. Consequently, I will keep my Password secure and will be responsible for any unauthorized access, collection, use, and disclosure of personal information that results from not keeping my Password secure.
- I understand that by providing my personal information to ApplyAlberta through this process, I am indicating agreement with these terms and conditions.
- I understand my personal information will be retained by ApplyAlberta in accordance with its records retention and disposition schedules.
- I agree that I may be contacted by ApplyAlberta regarding updates to my profile and/or my application(s).

Transcript Authorization

Where transcripts are required to support my application(s), the post-secondary institution(s) I am applying to will inform me of the transcripts they will obtain on my behalf and the transcripts I must obtain and send to the institution myself.

By using ApplyAlberta I am authorizing post secondary institutions to which I am applying to obtain transcripts electronically where available and required.

No transcript fee will be required from participating institutions when using ApplyAlberta.

I acknowledge I have read and understand the Privacy Notice, the Terms and Conditions & the Transcript Authorization stated above.

Agree

Decline

Welcome Jane Doe

My Profile

Personal Information

- ☐ Addresses
- ☐ Contact Information
- ☐ Citizenship
- ☐ High School History
- ☐ Post-Secondary History
- ☐ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

[Manage My Application Activities](#)

[Manage My Transcript Activities](#)

My Account

[Privacy & Legal Agreement](#)

Personal Information

The personal information requested on this form is collected for the purpose of determining eligibility for admission and/or the administration of academic programs and student services. After submission of an application, certain personal information may be made available by post-secondary institutions to federal and provincial government departments and agencies under appropriate legislative authority.

Applicant's Name

Your name was entered as part of the account creation process.

First Name : Jane
Last Name : Doe

Preferred First Name :

Please enter your preferred first name for institutions to use when communicating with you, if different than above. For example, your Legal First Name may be Robert, and your Preferred First Name is Bob. ?

Legal Name

If your current or former legal name is not the same as the name displayed above, please enter your legal name. This will help with retrieving your transcript(s) and matching them to your application.

Legal First Name (if different than above):

Legal Middle Name (if different than above):

Legal Last/Family Name (if different than above):

Historical Entries

Enter all former names if different than applicant's name shown above.

Add Name

Other Information

Alberta Student Number :

Your Alberta Student Number was entered as part of the account creation process.
132938671

Date of Birth :

Your Date of Birth was entered as part of the account creation process.
2003-SEP-04

Gender: required

Select your gender from the list below

Female

Next

Save

Undo

Using Apply Alberta

Step 15: Carefully read over Apply Alberta's Terms and conditions, and then click **"Agree"** at the bottom of the page.

Step 16: Confirm that your personal information is correct.

If your preferred name is different from your first name, enter what you'd like people to call you under **"Preferred Name"**.

If you have any former names (for example, if you are married and your last name has changed) enter them under **"Historical Entries"**.

Click **"Next"**.

applyalberta
Alberta Post-Secondary Application System

Welcome Jane Doe

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☐ High School History
- ☐ Post-Secondary History
- ☐ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

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Addresses

This mailing address will be used for print correspondence from the institution.

Current Mailing Address

Country required ☒ [Clear Address](#)

Address required

City/Town required

Province

Postal Code

If different from current mailing address, provide an alternate mailing address. For example, a high school student may wish to provide a parent's permanent address or an international student may wish to provide a homeland address.

Alternate Address

Country required [Clear Address](#)

[Back](#) [Next](#) [Save](#) [Undo](#)

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Step 17: Choose your country from the drop-down menu and enter your mailing address in the boxes that pop up.

Click **"Next"**.

Step 18: Enter your phone number(s). Make sure to mark your preferred phone number as well on the left.

Click **"Next"**.

applyalberta
Alberta Post-Secondary Application System

Welcome Amelie Faucher

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☐ Citizenship
- ☐ High School History
- ☐ Post-Secondary History
- ☐ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

[Manage My Application Activities](#)

[Manage My Transcript Activities](#)

My Account

[Privacy & Legal Agreement](#)

Contact Information

☒ Addresses page is successfully saved.

Email Address

Your email address was entered as part of the account creation process.
Email: admissiontest2016@hotmail.com

Phones

Your Primary Phone and your Preferred Phone are required.

☒ Preferred ☐ Primary

Primary Phone: required required required

Country Prefix / Code Area Code Phone Number

Cell Phone: required required

Country Prefix / Code Area Code Phone Number

Daytime Phone: required required required

Country Prefix / Code Area Code Phone Number Extension

[Back](#) [Next](#) [Save](#) [Undo](#)

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Welcome Amelie Faucher

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☐ High School History
- ☐ Post-Secondary History
- ☐ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

[Manage My Application Activities](#)

[Manage My Transcript Activities](#)

My Account

[Privacy & Legal Agreement](#)

Citizenship

Contact Information page is successfully saved.

Enter your current citizenship status.

Citizenship Information

Country of Citizenship: required

Enter your country of citizenship.

- ☐ Canada
- ☐ United States
- ☒ Other

Back Next

Save Undo

Step 19: On this page, you will be entering your Citizenship Information. Choose your country from the drop-down list.

Welcome Amelie Faucher

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☐ High School History
- ☐ Post-Secondary History
- ☐ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

[Manage My Application Activities](#)

[Manage My Transcript Activities](#)

My Account

[Privacy & Legal Agreement](#)

Citizenship

Enter your current citizenship status.

Citizenship Information

Country of Citizenship: required

Enter your country of citizenship.

- ☐ Canada
- ☐ United States
- ☒ Other

Immigration Status: required

Enter your citizenship status within Canada. If you are waiting to receive Permanent Residency or, if you are currently obtaining or plan to obtain a Study Permit, choose Study Permit.

- ☐ Permanent Resident
- ☐ Refugee
- ☒ Study Permit
- ☐ Work Permit
- ☐ Other

Entry Date into Canada: required

Indicate when you entered Canada OR plan to enter Canada.

Study Permit Number:

If you have been issued a Study Permit, enter the number here.

Back Next

Save Undo

Step 20: Once you have selected your country from the list, you can fill in the rest of your information. Select **"Study Permit"** and enter the day you entered or plan to enter Canada and your Study Permit Number if you have already been issued one.

For "Entry Date into Canada," put the 15th day of the month before your semester start date.

- For example: If you are applying for the Fall semester, put **August 15th** of the year you are applying for.
- If you are applying for the Winter semester, put **December 15th** of the year you are applying for.

Once you've completed this form, click **"Next"**.

Welcome Jane Doe

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☒ High School History
- ☒ Post-Secondary History
- ☒ Additional Information
- [Select Institution](#)

My Activities

- [Start a New Application](#)
- [Manage My Application Activities](#)
- [Manage My Transcript Activities](#)

My Account

- [Privacy & Legal Agreement](#)

High School Academic History

Provide your high school history in support of your application.

Schools Attended

Indicate "yes" if you are enrolled in, plan to enroll in, or have completed courses at the high school level. "High school level" includes courses taken at high school, through home schooling, high school equivalency or academic upgrading courses taken at a post-secondary institution, or dual credit courses.

NOTE: For dual credit courses, indicate the institution where the course was completed or will be completed on the "Post-Secondary History" screen.

☒ Yes ☐ No

High School Name Address Attendance Dates

Add School

Back Next

Save Undo

Step 21: On this page, select **"Yes"** if you are enrolled, or have completed courses at High School Level and click **"Add School"**.

Here you will enter all the High Schools you have attended or planning on attending. This includes schools in your home country and any Canadian schools you are enrolled in or plan on enrolling to take any High School level courses.

Welcome Jane Doe

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☒ High School History
- ☐ Highest Level of Education
- ☒ Post-Secondary History
- ☒ Additional Information
- [Select Institution](#)

My Activities

- [Start a New Application](#)
- [Manage My Application Activities](#)
- [Manage My Transcript Activities](#)

My Account

- [Privacy & Legal Agreement](#)

Find and Add a School

Enter the school's location

Country required

- ☐ Canada
- ☐ United States
- ☒ Other

India



If you are having trouble finding the high school you are looking for, try searching using only a single word you are certain exists in the school name. Try "Southgate" rather than "St Anne's Southgate High School"

Enter all or part of the school's name

Type in the first few letters of any word or words in the school's name. To maximize the search capability, only enter key words.

Name contains

List School

Select the school

School Name Location

School Name	Location

☐ My school is not listed



If you still can't find the school, then check the "My school is not listed" checkbox and enter the school name.

Add School Cancel

Step 22: If you are an international student and are trying to find high schools outside of Canada or United States, select **"Other"** and find the country you attended or attending High School in.

Then, type in the name of the high school you attended or attending, and click **"List School"** to find your school from the list.

If you **cannot** find your High School on the list, select, **"My school is not listed"**.

applyalberta
Alberta Post-Secondary Application System

Welcome Jane Doe

Find and Add a School

Enter the school's location

Country required

☐ Canada
☐ United States
☒ Other

Enter all or part of the school's name

Type in the first few letters of any word or words in the school's name. To maximize the search capability, only enter key words. required

Name contains

List School

☒ My school is not listed

Provide the following information

Some features that will reduce your time and effort to complete this application may not be available if the school is not chosen from the list. Consider searching again using only a few letters in the "Name contains" input field.

School Name required

City required

Add School **Cancel**

If you are having trouble finding the high school you are looking for, try searching using only a single word you are certain exists in the school name. Try "Southgate" rather than "St Anne's Southgate High School"

If you still can't find the school, then check the "My school is not listed" checkbox and enter the school name.

Step 23: In the "Provide the following information" pop up, type in your "School Name" and "City". Click "Add School".

Note: If you are enrolled or planning to enroll in a Canadian High School, make sure to add that information as well after this step by following **step 21**. In **step 22**, make sure to select the Country as "Canada" instead and find the High School from the list.

My Activities
[Start a New Application](#)
[Manage My Application Activities](#)
[Manage My Transcript Activities](#)

My Account
[Privacy & Legal Agreement](#)

Information for [REDACTED] Higher Secondary School

School Address:
Unknown
KANYAKUMARI
INDIA

Credential Received or Working Towards (Select all that apply): required

☒ High school diploma
☐ Certificate of High School Achievement / Vocational Diploma
☐ IB - International Baccalaureate
☐ AP - Advanced Placement College Board
☐ GCE - General Certificate of Education
☐ Other international diploma or certificate
☐ General Education Development Diploma (GED/CAEC)
☐ Other High School equivalency diploma
☐ Certificate of School Completion
☐ Will not complete a high school diploma

High School Number:
Provide your Student Number assigned by your school, if known.

Start Date: required
Indicate when you began your studies.

End Date: required
Indicate when you completed or intend to complete your studies.

Add Another School

Back **Next** **Save** **Undo**

Step 24: Select the highest level you achieved. If you meet our Admission Requirements at King's, you've likely completed Grade 12 or higher.

Enter the "Start Date" and "End Date" of your Secondary Education. Click "Next".

Welcome Jane Doe

My Profile

- ☒ [Personal Information](#)
- ☒ [Addresses](#)
- ☒ [Contact Information](#)
- ☒ [Citizenship](#)
- ☒ [High School History](#)
- ☒ [High School Marks](#)
- ☐ [Highest Level](#)
- ☒ [Post-Secondary History](#)
- ☒ [Additional Information](#)
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

[Manage My Application Activities](#)

[Manage My Transcript Activities](#)

My Account

[Privacy & Legal Agreement](#)

High School Courses and Marks

Current Canadian high school students are required to enter courses and marks.

Many institutions will use your course and mark information to determine eligibility to a program and to grant early admission before final marks are available.

Are you currently enrolled or plan to enroll at a Canadian High School? required

☐ Yes ☒ No

Back

Next

Save

Undo

[Get Help](#) [Privacy Policy](#) [FAQ](#) [About](#)

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V4.0.18.3

Step 25: Select “No” if you are **not enrolled** in any Canadian High School. Click “Next”. If you **are enrolled** in any Canadian High School, skip to **step 28**.

Welcome Jane Doe

My Profile

- ☒ [Personal Information](#)
- ☒ [Addresses](#)
- ☒ [Contact Information](#)
- ☒ [Citizenship](#)
- ☒ [High School History](#)
- ☒ [High School Marks](#)
- ☒ [Highest Level](#)
- ☒ [Post-Secondary History](#)
- ☒ [Additional Information](#)
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

[Manage My Application Activities](#)

[Manage My Transcript Activities](#)

My Account

[Privacy & Legal Agreement](#)

Highest Level Achieved

Highest Level Achieved

Select the school where you achieved the highest level. required

Select the school where you have OR will have obtained the highest level prior to attending a post-secondary institution.

☒ [McLeod High School \(V4.0.18.3\)](#)

Back

Next

Save

Undo

[Get Help](#) [Privacy Policy](#) [FAQ](#) [About](#)

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V4.0.18.3

Step 26: Select the High School where you have or will obtain High School Diploma or Equivalent credentials.

Welcome Jane Doe

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☒ High School History
- ☒ High School Marks
- Highest Level**
- ☒ Post-Secondary History
- ☒ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

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Highest Level Achieved

Highest Level Achieved

Select the school where you achieved the highest level. required

Select the school where you have OR will have obtained the highest level prior to attending a post-secondary institution. ?

☒ Tetstcode High School JUL 2017 - APR 2019

Highest Level Achieved: required

What is the highest level you have OR intend to complete prior to attendance at a post-secondary institution? For example, Grade 10, Grade 11, Grade 12, or Grade 13 ?

Back

Next

Save

Undo

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Step 27: Enter your grade average in the space below. Click "Next".

Welcome Jane Doe

My Profile

- ☒ Personal Information
- ☒ Addresses
- ☒ Contact Information
- ☒ Citizenship
- ☒ High School History
- High School Marks**
- ☐ Highest Level
- ☒ Post-Secondary History
- ☒ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

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High School Courses and Marks

Current Canadian high school students are required to enter courses and marks.

Many institutions will use your course and mark information to determine eligibility to a program and to grant early admission before final marks are available.

Are you currently enrolled or plan to enroll at a Canadian High School? required ?

☒ Yes ☐ No

If you are currently taking or plan to take courses prior to attending a post-secondary institution, enter or select in-progress courses and courses you plan to complete.

For "Completed" courses enter the actual mark from a report card. For "In Progress" or "Planning to Take" courses you are entering an anticipated mark. Anticipated marks should be based on your current mark or the actual mark from a report card for the previous level course(e.g. BIOL 30 - in progress, use BIOL 20 - actual 80%). Grades can be percentage or letter system(e.g. 72 or B).

High School	Course Name	Course Status	Mark	Credits	Completion Date
<input type="button" value="Add Course"/>					

Back

Next

Save

Undo

Step 28: Select "Yes" if you **are enrolled** in any Canadian High school. Then, select "Add Course".

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applyalberta
Alberta Post-Secondary Application System

Welcome Jane Doe

My Profile

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- ☒ High School
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- [Select Instit](#)

My Activit

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High School Courses and Marks

Current Canadian high school students are required to enter courses and marks.

Find and Add a Course

High School:

Course Name Contains:

Select the Course From the List Below.

If you are unable to find the course you are looking for, check "The Course isn't listed" checkbox and enter the course name.

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Step 29: Select the Canadian High School you are attending or attending from the drop-down list (High School names you entered in **step 21** will be the options in the drop-down list. If you do not see the High School name in the drop-down here, make sure to go back to **step 21** to add all the High Schools you attended or are attending).

applyalberta
Alberta Post-Secondary Application System

Welcome Jane Doe

My Profile

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- ☒ Contact Information
- ☒ Citizenship
- ☒ High School History
- ☒ Post-Secondary History
- ☐ Additional Information
- [Select Institution](#)

My Activities

Before you can apply to an institution, you must complete each of the My Profile sections listed above.

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Post-Secondary Academic History

You are required to provide information about your attendance at EACH and ALL post-secondary institutions, including current attendance.

Post-Secondary Institutions Attended

Indicate "yes" if you are enrolled in or have completed courses at the post-secondary level, including dual credit courses taken while a high school student. Do not indicate "yes" if you only completed high school equivalency or academic upgrading courses at the post-secondary institution.

Have you attended or are you currently attending a post-secondary institution? required

☐ Yes ☒ No

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Step 30: If you are a transfer student or have already completed a degree at another post-secondary institution, select "**Yes**" and enter information about your previous post-secondary institution(s).

If you are applying directly from high school, select "**No**" and click "**Next**".

Welcome Jane Doe

My Profile

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My Activities

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Additional Information

ApplyAlberta collects this information on behalf of Alberta's post-secondary institutions and/or Alberta Advanced Education.

First Language

Select the first language you learned and still understand.

This information is collected for provincial / federal government reporting requirements, and may be used to assist in determining English proficiency. For admission requirements, check with the institution directly. required ?

☐ English

☐ French

☒ Other

Tamil

First-Generation Students

Have either of your parents / guardians attended a university or college?

You may choose to indicate whether one or more of your parents/guardians have attended a post-secondary institution. You are not required to provide this information, and your choice will not affect your admission decision; if you do respond, we will forward this information to your chosen institution(s) to inform the possible development of services and supports for first-generation students.

Yes

Back

Next

Save

Undo

Step 31: If your first language is other than English or French, click the “**Other**” option and select your first language from the drop-down list.

Select “**Yes**” or “**No**” to indicate whether your parents/guardians have attended any post-secondary. Click “**Next**”.

Time to Connect!

Step 32: It's time to connect your application to King's! Select “**The King's University**” from the list on this page and click “**Next**” to be redirected to the King's Application.

Welcome Amelie Faucher

My Profile

- ☒ [Personal Information](#)
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My Activities

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Select Institution

Additional information page is successfully saved.

NOTE: By selecting an institution below you consent to having your personal profile information transferred to that institution. You will receive additional information about how that information will be used, disclosed, and otherwise treated in connection with the privacy practices of that institution. You may be required to provide additional personal information to the institution to complete your application.

The policies described in the ApplyAlberta Privacy Statement do not apply to the practices of post-secondary institutions or other organizations.

Alberta University of the Arts	Ambrose University
Athabasca University	Bow Valley College
Burman University	Concordia University of Edmonton
Grande Prairie Regional College	Keyano College
The King's University	Lakeland College
Lethbridge College	MacEwan University
Medicine Hat College	Mount Royal University
NAIT - Northern Alberta Institute of Technology	NorQuest College
Northern Lakes College	Olds College
Portage College	Rod Deer College
Southern Alberta Institute of Technology	University of Alberta

Need program information?

[Click here to check AUIS](#)



King's is an independent academic institution offering 3 and 4 year BA and BSc, BCom, BMus and 2 year BEd (After Degree) programs. Combining a close knit community of learners, a Christian worldview, and a strong focus on research, King's prepares graduates to serve as agents of renewal and reconciliation in every walk of life.

www.kingsu.ca

FILLING OUT THE KING'S UNIVERSITY APPLICATION



Jane Doe [Logout](#)

Welcome to The King's University Application Portal!

Your Applications			
Type	Status	Started	Submitted
You have started 1 application, listed below, using this account.			
TKU Undergraduate Application	In Progress	06/25/2025	

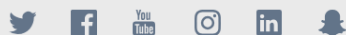
[Start New Application](#)



9125 - 50 Street
Edmonton, Alberta
T6B 2H3 Canada
780-465-3500

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Privacy Policy
web design by box clever

Careers
Conference Services
CrossRoad
Sharepoint



Jane Doe [Logout](#)

Welcome to The K

Application Details ×

Started

06/25/2025

Status

In Progress

2025-2026

TKU Undergraduate Application

Open Application

Cancel



Filling Out The King's University Application.

Step 33: You will then be redirected to our application. The information you've entered on ApplyAlberta has been saved. Click **"TKU Undergraduate Application"** to continue.

Step 34: Click **"Open Application"** to continue with your application to The King's University.

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Personal Information

Name			
Prefix	<input type="text"/>		
First (Given) Name	<input type="text" value="Jane"/>		
Middle Name	<input type="text"/>		
Last (Family) Name	<input type="text" value="Doe"/>		
Suffix	<input type="text"/>		
Preferred First Name	<input type="text"/>		
Other Last Names Used	<input type="text"/>		
Addresses			
Type	Street Address	Location	Country

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Academic History

Institution	Degree	Dates Attended
Add Institution		
<input type="button" value="Continue"/>		

Step 35: You will be directed to The King's application form. Fill in your personal information on this page. Once finished, click "**Continue**".

Step 36: All the schools you have added on ApplyAlberta should appear here in this section. If not, make sure to do so now. Click "**Continue**".

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Congrats! You're Halfway Through!

We have saved your information from ApplyAlberta and we have just a few more questions for you...

If you attended our Campus Events please enter the code provided to redeem your application fee waiver here. **Do not make a payment at the end of the application.**

[Continue](#)

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Academic Information

Alberta Student Number (ASN)

Previous Applications

Have you previously applied to The King's University?

☐ Yes

☒ No

Advanced Placement (AP) and International Baccalaureate (IB) Courses

Have you completed [International Baccalaureate \(IB\)](#) examinations?

☐ Yes

☒ No

Have you completed [Advanced Placement \(AP\)](#) examinations?

☐ Yes

☒ No

[Continue](#)

Step 37: If you attended any of our campus visit event such as King's Fall or Spring Open House, Campus Visit Days, Admission Online Sessions, and received a code to waive your application fee, you can enter it here. If not, click **"Continue"**.

Step 38: Your Alberta Student Number will auto-populate at the top.

Select whether you have already submitted an application for The King's University. Most likely, you will select **"No"**.

If you completed **IB** or **AP** courses during High School, click yes in the appropriate sections.

Once finished, click **"Continue"**

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International Students

WASSCE/NECO Exams

If you studied in West Africa, have you written or are you planning to write WASSCE or NECO exams?

☐ Yes
☒ No

IQAS/WES Assessments

Have you completed or are you planning to complete an IQAS or WES assessment on your international credentials?

☒ Yes
☐ No

If you have completed an IQAS or WES assessment, please submit the appropriate documentation to [The King's University Admissions Department](#).

Extra Information for International Students

Have you been to Canada, or are you already in Canada?

☐ Yes
☒ No

Agency Information

Did you work with an agent/agency while applying to The King's University?

☐ Yes
☒ No

Please Note: Applicants working with agents who are authorized by The King's University must give them permission to release their personal information by submitting an **Agent Authorization Form** with their application. The authorized agent will provide the applicant with this form. To see who is an authorized agent, please click [here](#).

Applicants working with agents who are not authorized by The King's University must give the agent permission to release their personal information by submitting a **Grant of Authority Authorization Form** with their application. Please contact [The King's University Admissions Department](#) for this form.

Continue

Step 39: Indicate whether you have written WASSCE or NECO exams. You will most likely click “no” if you have not studied in West Africa.

Step 40: Let us know if you have completed IQAS/WES assessments. You will need to ask IQAS or WES to send the official assessment to us.

Step 41: Let us know if you’ve worked with an agent/agency while applying to King’s. Once finished, click “**Continue**”.

English Proficiency

The King's University requires all applicants to prove English proficiency, regardless of citizenship or country of origin. This is to ensure that all applicants will be successful in their chosen program at The King's University.

Applicants can prove English Proficiency in **one** of the following ways:

- Three years of formal, full-time study in English at the secondary or post-secondary level in Canada, the USA, or another approved country. The complete list of approved countries can be found online [here](#).
- 60% on the Alberta ELA 30-1 Diploma Exam (not the blended grade), or in Alberta ELA 30-1 (blended grade), or the equivalent course from another Canadian province.
- An acceptable post-secondary English course (i.e., ENGL214 at King's), with a minimum grade of C for BA, BSc, BCom, and BMus applicants. BEd applicants must present a grade of B-.
- International Baccalaureate (IB) Higher Level English with a minimum grade of 5.0.
- Advanced Placement (AP) English with a grade of 4.0.
- A passing grade in an approved English for Academic Purposes (EAP) program.
- IELTS academic module, with an overall score of 6.5 (minimum score of 5.5 on each band).
- TOEFL iBT, with an overall score of 88 (minimum score of 21 on each section).
 - *The King's University TOEFL code is 9232.*
- Pearson Test of English (Academic) (PTE) with an overall score of at least 59.
- Canadian Academic English Language (CAEL) with a minimum score of 70.
- Kaplan International English Program with a minimum Advanced Level standing.
- SATs written after March 2016 with a 610 on the reading and writing section. If written before 2016, 550 is needed on the reading and writing section.
- Duolingo English Test with an overall score of 115 (minimum score of 95 on each section).
- The King's University administered English Language Assessment Test (ELAT) with an acceptable score. Only available to homeschool, mature, transfer, and international applicants residing in Canada.

Applicants who do not meet English proficiency requirements may be eligible to study in the Post-Secondary English at King's (PEAK) program to further develop their English skills. More information about the PEAK program can be found online [here](#).

From the list above, how do you plan to prove English Proficiency? *

IELTS academic module ▼

Please Note: The results of this Standardized English Test must be submitted within two years of writing to be considered valid.

Continue

Step 42: All applicants are required to prove English Language Proficiency. Select how you plan to prove your English Proficiency from the drop-down menu.

Once finished, click "Continue".

Term and Program Selection

If you have questions about admission requirements for any of our programs, please see the website [here](#).

We can help! If you have additional questions, or if you do not meet the admission requirements for your program of interest, please contact [The King's University Admissions Department](#). We would be happy to provide further information and advice!

Term and Student Status

Term: *

Fall 2025 ▼

Please Note: King's only offers Bachelor of Education for Fall terms.

Student Status: *

Full-Time ▼

Program of Study

Degree Program: *

Bachelor of Arts ▼

Would you like to enroll in the B.Ed. Pathway? Learn more about the pathway on our [website](#) or contact admissions@kingsu.ca.

☐ Yes

☒ No

Major: *

Psychology ▼

Degree Length: *

4-year ▼

Minor: *

Sociology ▼

Declare Interest in Bachelor of Education After-Degree

Are you interested in completing the Bachelor of Education After-Degree at King's when you graduate from your Bachelor of Arts, Bachelor of Science, Bachelor of Commerce, or Bachelor of Music?

☐ Yes

☒ No

Continue

Step 43: Make sure to select the proper term. Fall term begins in August or September, and Winter term begins in January.

Step 44: Select whether or not you plan to be a full-time, part-time, unclassified or visiting student. This will then bring up another bubble for program of study.

Step 45: Select what degree program you would like to study at King's, your major and the degree length. If you would like to have a minor, please indicate so. Otherwise, you can leave this area blank.

Step 46: You only need to indicate yes or no on the last drop-down menu if you plan to apply for the Bachelor of Education After-Degree. Otherwise, click no and "Continue".

Grant of Authority (Permission to Release Information)

The King's University cannot release any information about your application or admission status to your family or friends without your permission, even if you are under the age of 18. **To give The King's University permission to release information about your application or admission status to a family member or friend, please name them below.** If you do not wish to name anyone, you can proceed to the next page.

Please Note: The individual(s) listed below will be able to act on your behalf regarding your application. This is particularly important if you would like someone to be able to ask questions about your application and admission while you are not there (i.e., while you are at work or school). We call this giving someone **"Grant of Authority."**

Grant of Authority #1

First Name:

Last Name:

Relationship to Applicant:

Mailing Address:

Country

Street

City

Region

Postal Code

Email:

Phone Number:

I give The King's University permission to release information about my application and admission status to the individual whom I have named above:

☒ Yes☐ No

Add Another Grant of Authority

Would you like to release information about your application and admission status to another individual?

☐ Yes☒ No

Step 47: If you would like us to discuss your information or application status with a parent/guardian or representative on your behalf, please give us their information by filling out the appropriate areas.

Step 48: If you would like to put more than one person as grant of authority, you can add another grant of authority by clicking "Yes" and filling out their information. If not, select "No".

When finished, click **"Continue"**.

Statistical Information and Requests

First-Generation Students

Have either of your parents/guardians attended a university or college?

Yes ▾

Please Note: Your response is voluntary and confidential. The information provided in this section will not affect your admission decision. It is collected for the purpose of developing stronger student supports and programming for first-generation students at The King's University.

Legacy Family Students

Children of King's alumni are eligible for one year of free accommodation in the Tower Residence (double occupancy) as part of the university's alumni benefits program.

Have either of your parents attended The King's University? *

▾

Please Note: The information provided in this section will not affect your admission decision. A \$500 non-refundable residence deposit will be required to secure your residence room. This deposit will be applied to your residence meal plan expense if you qualify for the free residence benefit. The free residence benefit applies only to the cost of accommodation. All other fees, including meal plan expenses, will still apply. Parent information will be shared with the Alumni Relations office for verification and communication purposes.

Statistical Information

What faith tradition do you identify with?

▾

How did you hear about King's?

The King's Website ▾

Do you plan to apply for a professional or graduate program after you have completed studies at King's?

▾

Are you considering living in residence at King's? *

▾

Are you considering other post-secondary institutions for next year?

▾

Please Note: The information provided in this section is for statistical purposes only and will not affect your admission decision.

Request More Information

I would like to receive more information on the following (please check all that apply):

- ☐ Athletics
- ☐ Counselling Services
- ☐ On-Campus Employment
- ☐ Residence
- ☐ Scholarships and Awards
- ☐ Student Life
- ☐ Study Permits
- ☐ Supports for Individuals with Documented Disabilities

Please Note: You will receive a follow up email with more information about the topics you selected. If you don't see this email, please check your junk mail folder. This email may also go to your promotions folder if you are a Google user.

I would like to receive text messages to my mobile phone from The King's University: *

▾

Please Note: You are strongly encouraged to opt-in to text messages from The King's University. We only send text messages occasionally; however, those that are sent contain important information about upcoming dates and deadlines.

Continue

Step 49: These questions are just for our records. Please fill them out to the best of your ability. Your response will not impact your application.

The questions with the red asterisk (*) are mandatory.

Step 50: Please indicate if you would like to know further information on any of the following check boxes under “**Request More Information**”. Select all that apply. You will receive an email(s) with more information on the topics you have chosen at the end of your application.

When finished, click “**Continue**”.

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Declaration of Applicant

I understand that documents submitted to The King's University become the property of the university and that the originals will not be released to me or anyone outside the university. If I am not admitted or do not attend, I understand that the application, transcripts and other supporting documents may be destroyed at the discretion of the Registration and Student Finance Office. If I wish to reapply, I understand that a new set of documents may be required.

I certify that all statements made in connection with this application are true and complete in all respects, and that no information has been withheld.

I understand that falsifying/omitting documents or omitting information on this application will result in immediate permanent dismissal from King's. It will also result in my name being placed on *Document Alert*, a warning notification list used by Canadian post-secondary institutions. Falsified documents may be referred to the appropriate government authorities. The university reserves the right to refuse admission or cancel any admission ruling. Completion of this application gives express permission to The King's University to request any transcripts of mine from other institutions, in addition to those already submitted.

I acknowledge that the information on this application is required to determine my eligibility for admission and will be used to contact me regarding King's programs and services. If admitted, it will form part of my student record and will be disclosed to relevant academic and administrative departments. Specific data elements will be disclosed to federal and provincial governments to meet reporting requirements.

I agree, if admitted to The King's University, to comply with all rules, regulations, and policies of the university.

Please sign below to indicate your agreement to the above declaration.

In place of your signature, please type your full legal name:

Jane Doe

Confirm



Step 51: Carefully read over this declaration and then type your **full legal name** to indicate that you agree to and understand everything it describes. When finished, click **"Confirm"**.

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Review

If you have submitted an application fee waiver code earlier in the application, please click "Submit Application and Pay" and then immediately log out (without making a payment).

If you have not submitted an application fee waiver code, please click "Submit Application and Pay" and proceed to payment.

If you are satisfied with your application and are ready to submit it, click Submit Application and Pay.

Submit Application and Pay

Save for Later

Step 52: You will be able to review or go back to certain tabs of your application to change anything that you need to. Once you are confident in how everything looks, you can click **"Submit Application and Pay"**.

53: Click **"Submit Payment"** in the pop up box when you are ready.

PAYING YOUR APPLICATION FEE



Help Log in English

Your payment

The King's University - Applications receives

C\$	Amount *
	100

Amount will be formatted in the destination currency, in this case Canadian Dollars. i.e. 10,000.00 for ten thousand CAD.

The payment will come from

Country or region *
India

Next →



Contact Help Log in English

1. Payment Info

2. Payment method

3. Payer Info

4. Info for the receiver

5. Review & Confirm

6. Make payment

Select your preferred payment method

	Best Price Guaranteed Subject to terms and conditions	
--	---	--

	ICICI Bank Account Holder Online Bank Transfer in Indian Rupees (INR)	Rs5,764.00	SELECT
More info			

	Domestic Bank Transfer in Indian Rupees (INR)	Rs5,764.00	SELECT
More info			

	VISA: Debit/Credit in INR	Rs5,967.00	SELECT
Supports:			
More info			

Paying Your Application Fee

Step 54: Once you click submit payment, you will be redirected to **Flywire** if you are an international student making payments from outside of Canada.

Using Flywire, fill out your payment information.


Enter the country your payment is coming from, and the amount you are paying.

Remember, if you are an International student and you are submitting your application before our deadline, your application fee will be \$100 CA. If you are submitting your application after our early deadline, your application fee will be \$140 CA.



Click **"NEXT →"**

Step 55: Select your payment method. You can pay through one of the options provided (depending on the country you had indicated).

Payer information

 Please provide the details of the person whose card/bank account will be used to pay.




(*) required field

Email *	First name *
Middle name	Family name *
Address 1 *	Address 2
City *	State / Province / Region
Zip code / Postal Code	+ 91  Phone number *
<input checked="" type="checkbox"/> Get payment status updates and promotions on WhatsApp 	

Identification information required

Please enter the correct PAN (Permanent Account Number) and be sure the name and number match those of the **account holder making the payment**. Any discrepancy will cause payment delays.

[Learn more](#)

PAN number of the payer *	PAN Cardholder Name *
Date of Birth (As listed on PAN card) * yyyy-mm-dd 	Payer Relationship * 
Source of Funds * 	

- ☒ I would like to receive emails from Flywire about future discounts, promotions and offers
- ☒ I have read, understand, and agree to the Flywire [Terms of Use](#) and [Privacy Policy](#)

[← Previous](#)

[Next →](#)

Step 56: Enter **Payer Information** here.

Follow the rest of the instructions that Flywire prompts you to follow.

Make sure that all the information you've included is correct and proceed to pay.

Carefully read over and follow the instructions if you have chosen to pay through a Bank Transfer, you will need to contact your bank to complete the payment, whether you do this online, via phone, or in person.

Step 57: Download the authentication letter and instructions – you will need these to make the bank transfer to Flywire!

Congratulations! Your application has been submitted and paid. You will be receiving an email from King's letting you know how to set up your Application Status Portal to upload your documents and check your application status.

SETTING UP YOUR APPLICATION ACCOUNT

King's: Application Login Information

Hi Jane,

Thank you for creating an application with The King's University!

You can set up the login for your [Application Status Page](#). To do so, please follow the link below and enter your email address and Temporary PIN (as your password).

Link: [Access Application Status Page](#)

Email: janedoe@gmail.com

Temporary PIN: 123456789

In the future, you can log into your Application Status Page by visiting the link [here](#).

Thank you! We are excited to work with you.

Admissions Office

9125 50 Street NW, Edmonton, AB T6B 2H3

P 780-465-8334

F 780-465-8321



THE
KING'S
UNIVERSITY



APPLY TODAY

FIND A PROGRAM

King's offers a variety of exciting visit opportunities designed to introduce you to our campus, programs, and community. Please visit our [Visit King's](#) page to register for an event or book a personalized tour.

Located in Amiskwaciy-wāskahikan, a gathering place and home, past and present, for many Indigenous peoples, now part of Treaty Six territory and the Métis homeland.

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Login

For security purposes, please enter your temporary PIN and your birthdate.

Email Address

Temporary PIN

Birthdate

Login

[Logout](#)

Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password

(again)

- ✗ At least one letter
- ✗ At least one capital letter
- ✗ At least one number
- ✗ Be at least 12 characters
- ✗ New passwords must match

Set Password

Setting Up Your Application Login Credentials

Step 58: You will receive an email similar to this one, with the subject line "King's: Application Login Information".

Click on the link in the email to set up your login credentials to your **Application Status Portal**.

Step 59: Your username is the email you used throughout your application process. Your password is the temporary PIN found in this email. When you have successfully logged in, it will tell you to create your own password.

Once your login credentials are set, you are ready to upload your documents. You will be able to see what the next steps are in your Application Status Page.

Welcome to your Application Status Page, Jane

Your Application Status Page contains important information regarding your application to The King's University. We recommend checking this page regularly for updates.

If you had applied for scholarship and awards for Kings, you will receive a decision by the end of May.

[Checklists & Uploads](#) [Decisions](#) [Connect](#) [Important Links](#) [Account](#)

Have Questions?
Contact your Admissions Officer!

Application Checklist

Status	Details	Date
✗ Awaiting	Copy of Passport Photo Page	
Optional	IQAS/WES Assessment	
✗ Awaiting	Proof of English Proficiency (i.e., SAT, ACT, ELAT, IELTS, TOEFL, Pearson Test of English, etc.)	
✗ Awaiting	Transcript for ████████ Higher Secondary School	

Important Reminders About Transcripts

[+ Alberta High Schools and Post-Secondary Institutions](#)

[+ High Schools and Post-Secondary Institutions Outside of Alberta](#)

[+ All High School Applicants](#)

Upload Materials

To submit required documents, please select the document type below and upload a PDF or scanned image file.

Please Note: If the documents you are submitting **list course registrations but not grades**, please upload them as "Proof of Enrolment in Courses." If the documents you are submitting **have grades listed**, please upload them as "Copy of Transcript: (School Name)."

[Choose File](#) No file chosen [Upload](#)

Recent Activities

Date	Details
04/29/2024	Payment Received: 100.00 CAD International Application Fee - Non Refundable

Remember that even though you've submitted scanned copies of your documents, we will still need official documents sent to the Admissions Office directly from your institution if it is not located in Alberta. It is important to make note that we will accept documents that are scanned, but will eventually need your final, official transcripts. Scanned documents can be uploaded to the Application Status Page for initial admission, but official transcripts need to be directly sent to our Admissions Office.

Once we have received all the required documents, it can take up to two weeks for us to complete the processing. If we find there are additional documents we need, we will send you an email to let you know. Please continue to check your email to make sure you receive these important updates.

Welcome to your Application Status Page

Your Application Status Page contains important information regarding your application to The King's University. We recommend checking this page regularly for updates.

If you had applied for scholarship and awards for Kings, you will receive a decision by the end of May.

[Checklists & Uploads](#) [Decisions](#) [Connect](#) [Important Links](#) [Account](#)

Have Questions?
Contact your Admissions Officer!

Status Update

[View Your Admission Decision Here!](#)

Gbenga Soyeye
Advising Manager
gbenga.soyeye@kingsu.ca
P +1 780-465-8347
C +1 780-465-8347

Uploading Your Documents

Step 60: The [Application Status Page](#) is where you will get to see your application checklist, application status, upload your documents and see any updates such as change in your application status.

The **Application Checklist** shows what we are missing from your application. Documents that indicate **"Awaiting"** are required in order to move ahead with your application.

Step 61: Use the drop-down bar to identify what kind of document you are uploading. Proceed to upload a scanned copy or file by clicking **"Choose File"** and submitting them by clicking **"Upload"**.

Your Admission Decision

Step 62: You can find the status of your application under the **"Decisions"** tab. Then under **"Status Update"**, click on **"Your Admission Decision Here!"** to open your decision letter.

This is your admissions letter. The **Study Permit Request Letter** has important information related to your study permit application. You will submit this to IRCC when you are applying for your study permit.

Congratulations on Your Admission to King's!

Hi Jane,

Congratulations on your admission to The King's University! We are thrilled to have you join our university.

In preparation to begin your studies in September, please begin working on the following next steps:

1) Pay your non-refundable admission deposit of \$500 CAD. You are required to pay the \$500 deposit to receive your Provincial Attestation Letter (if applicable) and Study Permit Request Letter from the King's university. **Please note that the "Study Permit Request Letter" is the "Letter of Acceptance".** You can use our [webpay](#) to pay this amount.

2) Download your Study Permit Request Letter and Provincial Attestation Letter. You need to submit the "Study Permit Request Letter", "Provincial Attestation Letter" (if applicable), and other documents to [Immigration, Refugee and Citizenship Canada](#) (IRCC) when you apply for your study permit. You can find your "Study Permit Request Letter" and "Provincial Attestation Letter" by going to your [Application Status Page](#) and clicking on the "Decisions" tab. You can preview and download these documents as PDF from this page.

3) Complete our International Student Study Permit Survey as soon as possible for customized instructions related to your immigration status and tuition deposit. The information you provide on this survey will help us provide you with curated information.

4) Confirm your place at King's!

- Confirm your place at King's by paying your **non-refundable International Tuition Deposit of \$5000 by June 15th**. You can use the [webpay](#) to pay this amount. Paying this deposit will allow you to register for your courses. However, course registration only opens in April for the upcoming terms. **Please be aware that all funds paid to your account before your study permit is approved are non-refundable.** However, in the event that your study permit is refused, you may request a refund of this International Tuition Deposit.
- The Registration Confirmation Deadline is the deadline for all students to pay their full tuition and fees each semester and complete the Online Confirmation process. *Please ensure that you have paid the semester's tuition and fees in full by September 4, 2024.* If you are making an international payment through FlyWire, this payment should be initiated at least two weeks in advance to ensure the payment is received in time as you will not be considered a confirmed student until these have been paid.
 - If you have completed your course registration, then you can view the "Unofficial Course/Fee sheet" for the semester. This will give you an estimated cost based on the courses you have registered in for that semester. *Please note, the estimated cost does not include fees for the waitlisted courses.*

5) Have your Final, Official Documents sent to us:

- If you haven't already, please submit a request to your previous institutions at the secondary level or higher to issue your transcripts directly to us. If this isn't possible, an official [WES Course-by-Course Evaluation](#) is acceptable in the place of Final, Official Transcripts. Please have your all of your official documents directed to the address below by September 30th:

Admissions
C/O The King's University
9125 50 St NW
Edmonton, AB T6B 2H3
CANADA

6) Apply for Residence:

- If you want to apply for residence, then check out our [residence options](#) and apply using the [residence application page](#). The non-refundable residence deposit is \$500.

If you would like to start thinking ahead about your next steps, you can view our [International Admitted Next Steps](#) webpage! You can also log into your [Application Status Page](#) for a more personalized list of your next steps and visit our [Current Students](#) webpage for instructional videos and resources.

Please Note: You must arrive on campus by the Registration Confirmation Deadline (September 4, 2024) to begin your studies in the Fall. If you do not receive your study permit and arrive on campus before then, you will need to defer your application to the next intake.

I look forward to meeting you soon!

Gbenga Soyegbe

Advising Manager

P 780-465-3500

C 780-465-8347



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Located in Amiskwaciy-wâskahikan, a gathering place and home, past and present, for many Indigenous peoples, now part of Treaty Six territory and the Métis homeland.

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Step 63: You will receive an email from your admissions advisor that will guide you through the next steps.

After you receive Admission

Step 64: Now that you have admission, it's important to continue checking your email and your **Application Status Page** for new tasks to complete.

Remember, you can always contact your Admission Advisor if you have questions. Your Admission Advisor's contact information will always be available on the right-hand side of the Application Status Portal.

We can't wait to meet you!

[APPLY HERE](#)