

How to Edit Your Application After You Submit

Reasons for editing your application include;

- Changing your program choice:
 - You can make changes to your application choices; both first and second choices.
 - There is no fee required to change your choices.
 - Learn more about your [first and second choices](#), [alternate offers](#), and [how accepting an offer works](#).
- Updating your education history, including:
 - Enrolling in high school upgrading.
 - Enrolling at a post-secondary institution for course pre-requisites.
- [Diverse Qualifications](#), including:
 - Adding diverse qualifications
 - Changing referees for diverse qualifications
- Pay your application fee:
 - If you originally did not pay for your application, and now you wish to pay by credit card.

Steps

1. Login to your [My UCalgary](#) portal using your eID and password. Navigate to the “**My Application**” tab.
2. Click “**Change UGRD application**” at the bottom left.
3. You can edit your application and **resubmit** until the application deadline. If you have already paid the application fee, you will not be required to pay again.

The screenshot shows the 'My Application' section of the UCalgary portal. On the left is a navigation sidebar with icons for 'My Application', 'Personal Info', 'Exams and Grades', 'Program and Advising Info', and 'My Financials'. The main content area displays the user's name 'Dino Rex O'Saurus' and 'Test2 Saunders'. Below this is a 'To Do (3)' section with a task 'HS Transcript Transfer ApplyAB'. The 'My Applications' section features a table with columns for 'Program', 'Status', and 'Admit Term'. The table is currently empty, showing a red 'X' in the status column and a 'Status' button. At the bottom, there is a 'Legend' section and a list of links including 'Admissions Requirements', 'Change UGRD Application', 'Contacts and Help', 'Documents', 'Entrance Awards', 'Experience UCalgary', 'Third-Party Authorization', 'Tours and Events', 'Transfer Credit Report', and 'Accepting Your Offer'.