Viewing your residency and citizenship

About your residency status

Your UBC tuition and student fees are determined based on your residency status in Canada. This is shown on your Student Profile Summary in Workday as a status of Canadian "Resident" or "Nonresident". Learn whether you'll have to pay <u>international or</u> <u>domestic tuition fees</u> depending on your status.

Changing your citizenship or residency in Workday

To change your citizenship status or residency you must contact <u>Enrolment Services</u> and be prepared to present your citizenship and/or residency documents. You cannot change this information in Workday.

How to view your residency status

First, go to your profile in Workday

- 1. Log into your Workday account at myworkday.ubc.ca.
- 2. On the Workday home screen, click your user icon in the top right corner.
- 3. Click the "View Profile" button in the pop up menu.



Next, go to your summary

Once you're in your profile, click the "Summary" tab in the left menu. Your residency status will be displayed in this view.

≡м	ENU			Q student view	
88	Student View Preferred		Student Informat	Student Information	
dia Ci	Name (STUVIEW/87) She/They		Student ID STUVIEW7	Student ID STUVIEW787	
٩	Actions		 University of 	 University of British Columbia 	
nNa	08	Summary	Student Status	Active	
000	00	Guinnary	Residency Status	Nonresident	
	ළ	Personal	Academic Level	Undergraduate	
දරු	ㅋ	Academics	Class Standing	2	
		Student Financials	Location	Ø UBC Vancouver Campus	
	□	Financial Aid	Academic Unit	Faculty of Science (Vancouver)	
	Ø	Action Items and Holds	Primary Program of Stud	B.Sc., Major in Cognitive Systems, Option in Cognition and Brain (Vancouver)	

How to view your citizenship status

First, go to your profile in Workday

1. Log into your Workday account at myworkday.ubc.ca.

UBC Graduate and Postdoctoral Studies

- 2. On the Workday home screen, click your user icon in the top right corner.
- 3. Click the "View Profile" button in the pop up menu.



Next, go to your personal information

- 1. Click the "Personal" tab in the left menu.
- 2. Click the "Personal Information" tab in the top menu. Your citizenship status will be displayed in this view.

≡ ME	NU		Q	Search	
of Student View (STUVIEW787) Student University of British Columbia		Names Personal	Information IDs Residency	Additional Data	
Actions		Demand			
88	Summary	Personal	Personal		
٤	Personal	Date of Birth	1998-10-04		
đ	Academics	Age	Age 25 years, 4 months, 6 days		
	Student Financials Citizenship Status Citizen (United States of America)				
Ø	Action Items and Holds Trans Experience No, Cisgender				
器	Committees	Gender Identity	Woman		
Θ	History	Pronouns	(empty)		
Ŀ	Contact				