How to pay for your English course

DALHOUSIE UNIVERSITY

I want to pay for my English course

I have a credit card (Visa or Mastercard)

Secure Online Payment

1. **Click here to log into the Dalhousie Faculty of Open Learning & Career Development Student Portal (Destiny One).**
2. **Click on My Account History -->Transaction No. --> Pay invoice**
3. **Pay your invoice using a credit card.**
4. **After you have completed the Online Payment, you will receive a receipt by email.**
5. **If you want to pay for more than one level of the EAP Program, please send an email to els@dal.ca to request this.**

I DO NOT have a credit card (Visa or Mastercard).

I am outside of Canada and want to pay with a foreign currency – **Convera**.

1. Click here and follow the step-by-step instructions on how to use Convera.
2. It is very important that you include a note that says "Open Learning ELS Programs" on the first page of the Convera form.
3. After you complete the payment using Convera, you will get an email confirmation.
4. You must send an email to els@dal.cawith a copy of your confirmation from Convera. It must contain the date of payment as well as the amount (in Canadian dollars) that you paid.
5. If you pay through Convera, you may need to wait 5-10 business days before Dalhousie University English Language Studies Department can send you a receipt.

I am in Canada and have a Canadian bank account – **Dalhousie Student Accounts**.

** You must have a Dalhousie University Student ID number (B00#) if you want to pay this way. **

You can either go to your bank in person and make the payment there or log into your online banking and make the payment through online bank transfer.

How to make the payment through online banking:

1. Add "Dalhousie University" as a new payee to your online banking
2. Put your B00# as your account number/customer number
3. Make a payment to Dalhousie University from your bank account and enter the amount you want to pay.
4. Please send an email to els@dal.ca and give the permission for us to take the exact amount of money from your Dalhousie Student Accounts.

I am in Canada and want to pay in person at the Front Desk.

Come to:

Dalhousie University Faculty of Open Learning & Career Development
Mona Campbell Building
1459 Le Marchant St.,
Suite 2201 (2nd floor)
Halifax, Nova Scotia.
Tel: 902-494-2526
Payment hours: 10:00 AM - 2:00 PM, Monday - Friday