



**University of  
Niagara Falls  
Canada**

# **Registration Guide**

**Winter 2025**

# Welcome to the University of Niagara Falls Canada!

We are excited you have chosen to continue your academic journey here and have crafted this guide that will help you through the Winter 2025 registration process.

To complete your registration, we ask that you thoroughly review the information in this guide and complete any necessary steps outlined for you. We look forward to welcoming you to our campus in downtown Niagara Falls!





# Registration checklist

- Confirm you have setup your account on the myUNF portal at [portal.myunfc.ca](https://portal.myunfc.ca).
- Learn how to navigate through the myUNF portal by reading [this guide](#).
- Have you provided all your required documents? Make sure they have been submitted by your agent.
- Submit your student ID photo through your [myUNF portal](#).
- Prepare for New Student Orientation by checking your applicant email consistently for newsletters from the Student Success Office.
- Pay your first term tuition fees through the payment options provided [here](#).  
**Please note:** tuition is due on account by the first day of term.
- Access your schedule [here](#) and register for courses. Registration opens Dec. 9.
- Read the [Course Registration Guide](#) and watch the [Video Guide](#) to help make the process easier and enrol in required courses.
- Review UNF's important dates for Winter 2025. They are also listed [here](#).



# Important dates

<b>DUE NOW</b>	<b>Academic documents to fulfill outstanding conditions</b>
<b>Dec. 2</b>	Submission of study permit
<b>Dec. 2</b>	Returning student registration
<b>Dec. 9</b>	New student registration
<b>Jan. 6 - 12</b>	New Student Orientation (NSO)
<b>Jan. 13</b>	Term start: First day of classes
<b>Jan. 20</b>	Last day to drop or add courses without fee penalty for registered students
<b>Feb. 10</b>	Last day to withdraw from courses without academic penalty
<b>Feb. 17</b>	Campus closed—Family Day
<b>March 23</b>	Last day of instruction
<b>March 24 - April 6</b>	Exam period
<b>April 6</b>	Last day of Winter Term: Final grades due
<b>April 7 - 13</b>	Break



## Create a myUNF account

- 1 Receive your login credentials: Ensure you have received an email containing login credential information
- 2 Go to the [myUNF](#) login page
- 3 Enter the username and temporary password provided via email
- 4 Change your temporary password: Follow the prompts to set a new password as instructed
- 5 Save your credentials: Record your new login details securely for future reference

For assistance in accessing your myUNF account, please contact [support@myunfc.ca](mailto:support@myunfc.ca)

## How to enrol in your courses

- 1 Log in to your [myUNF account](#)
- 2 Select the [Student Self Service](#) card
- 3 Click [Student Planning](#) to review required courses
- 4 Select [course](#) and add to plan
- 5 Go to [Plan and Schedule](#) to register for preferred sections
- 6 Click [Register Now](#) to complete enrolment

For assistance in course registration, please contact: [registrar@unfc.ca](mailto:registrar@unfc.ca)

## Timetable changes

You have until Jan. 20, 2025 to add courses or make any changes to your timetable. See how to do this in our [How to Enrol Guide](#) and [video](#).

## Dropping a course

Before dropping a course or making any changes to your courseload, you'll want to speak with an Academic Advisor and International Student Advisor. Your courseload can directly impact your program progression and is taken into consideration when it comes to your immigration status, Post-Graduate Work Permit eligibility, and your ability to work on or off campus during your studies.

## Academic advising

Reach out to your program's Associate Dean for more information on academic advising. If you aren't sure who to contact, please refer to our [academic faculty website](#).

## International Student Advisors

To speak with or request resources from one of our International Student Advisors, please email [isa@unfc.ca](mailto:isa@unfc.ca)

## Withdrawal and refund process

To learn more about UNF's withdrawal and refund process, view our policy [here](#).



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