

International Payments Through Travelex

International students are encouraged to use the Travelex Bank to Bank Transfer method where available.

International transfers through Travelex can take up to 2 business days to finalize after you have made your payment at the bank. Please make arrangements to pay your fees in advance so that your payment reaches our office **on or before the deadline date.**

Steps to Make a Payment:

STEP 1: Click [HERE](#) to visit the Travelex web site

STEP 2: Register Your Payment

- Enter your name and Western Student ID number (*it is a 9 digit number which starts with 250 – do not use your OUAC number*).
- Check box which indicates you are paying RESIDENCE/HOUSING fees.
- Enter your personal information.
- Enter the Canadian dollar amount of the fees you wish to pay.
- Select the payment currency (the type of currency you will pay at your bank) from the list; if your currency is not listed, please contact our office at housing@uwo.ca.
- Finalize the transaction and print the confirmation page

STEP 3: Bank Transfer

- Take the printed confirmation page to your local bank to make payment within 72 hours. Your bank will then transfer the appropriate amount to Travelex.
- Travelex will then transfer the Canadian dollar amount to the Housing Department at The University of Western Ontario.

STEP 4: Payment Finalized

- Once your payment has been transferred and is received in our office from Travelex, you will receive a confirmation email from Housing.

PLEASE NOTE: You can pay your tuition fees and housing fees at the same time using Travelex. Just be sure to check off both boxes (Tuition and Housing/Residence) and enter the separate amounts you want to go to each. You will pay the total amount of both transfers at the bank in one lump sum, but Travelex will know to send separate amounts to Housing and Tuition as you indicated when filling out the web form.