



1

STUDENT NOMINATED TO TRU

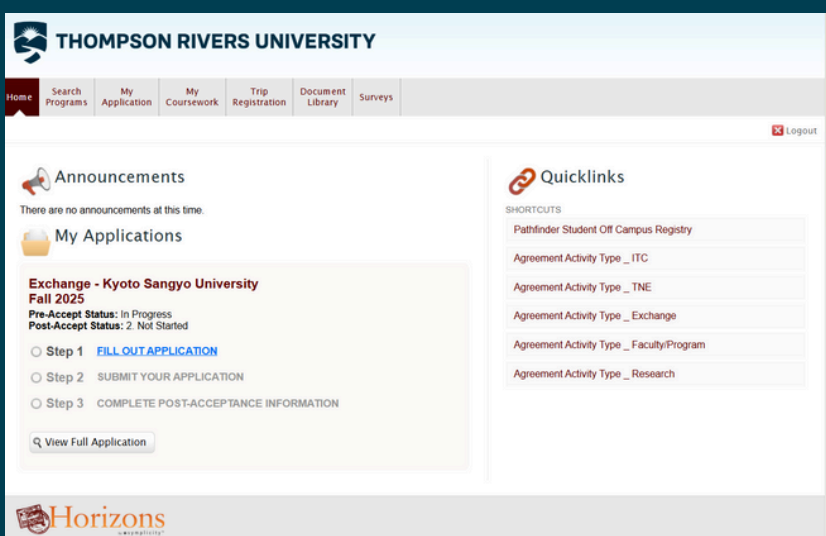
Your home institution will confirm nomination has been accepted with you, and an email notification will be sent from TRU Study Abroad providing instructions to create a new password. Use the email address you provided to your home institution coordinator, and the email notification from TRU Study Abroad to login to the Horizons system. Use the new password created. Once notification of acceptance into TRU has been received students can proceed with the online application.



2

STEPS TO COMPLETE BEFORE BEGINNING

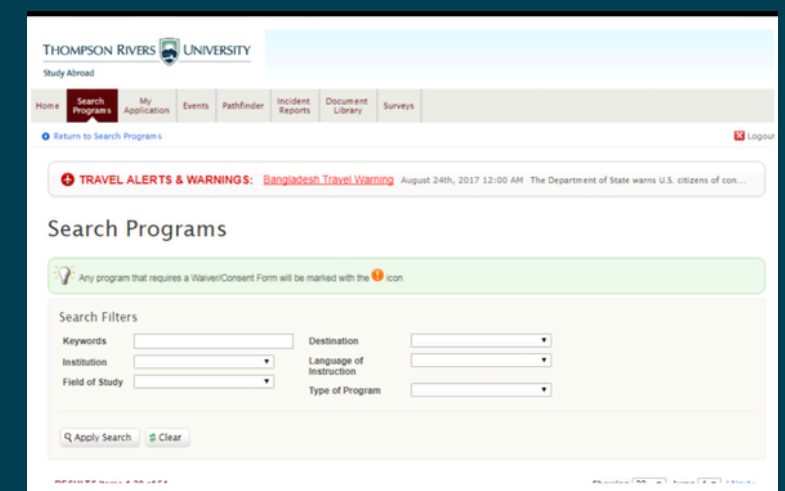
Students must login to <https://tru-horizons.symplicity.com/> using the email address provided to their home institution, along with the new password they used to reset and access this system.



3

SEARCH PROGRAMS

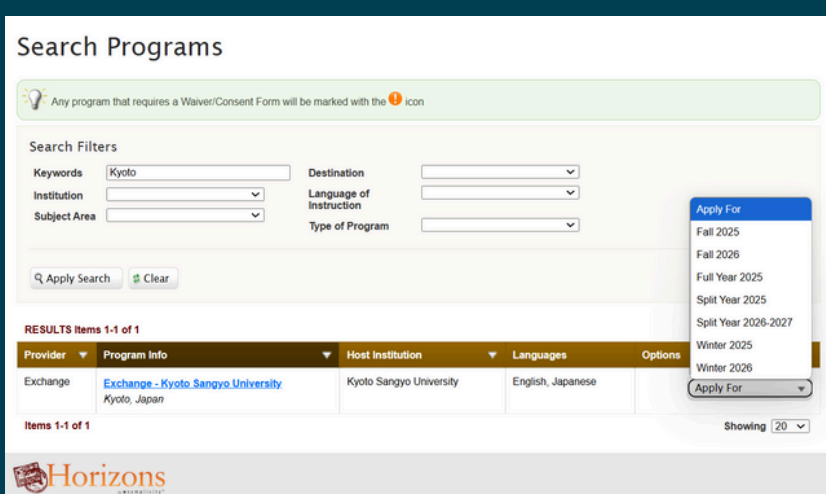
Once you have filled out and submitted this information you will then be taken back to the survey home page. Now you will click on "Search Programs". Here you will search for your home university. Type the name of your home university under KEYWORDS or search institutions.



4

SELECT TERM

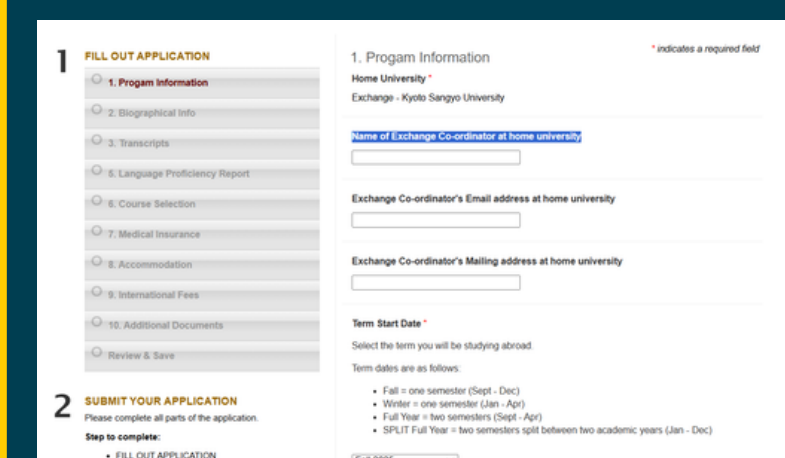
Once you are on the page of your home university click "Apply". You will then be prompted to select your semester of study. This will be semester in which you are applying to study at TRU. You can only select the semester you have been approved to study with TRU by your home university. **Examples:** select: Fall 2025 or Winter 2026, or if you are studying with us for a Full Year 2025 (Fall and Winter), and if you are studying with us for our winter and fall semester only (not summer) you would select Split 2026.



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STARTING THE HORIZONS APPLICATION

Online applications do not have to be completed all at once. You may come back and work on the application as many times as you like prior to submitting. Make sure you save the application as you go by clicking the "Save & Continue" button. Fill in your home university information. Please complete all the required fields (marked by an asterisk) and then click the "Save & Continue" button.



6

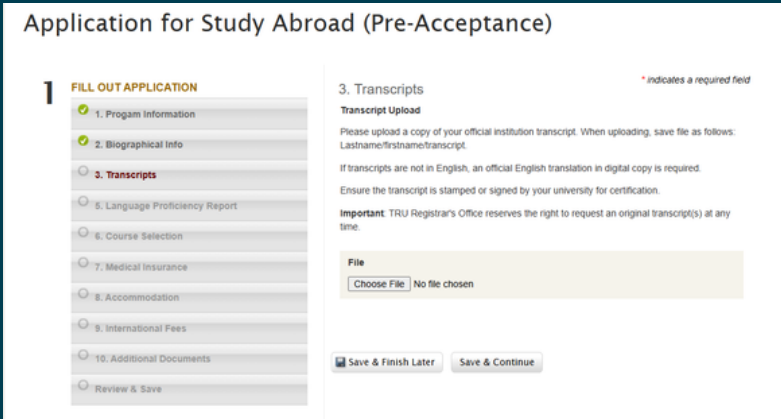


Next , fill out your Biographical information. Click “Save and Continue” and it will show completed.

7

TRANSCRIPTS

The next steps will require you to upload academic transcripts Learning Agreement (Course Request Form) and language proficiency. All documents must be official. Read the instructions provided carefully.



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LANGUAGE PROFICIENCY

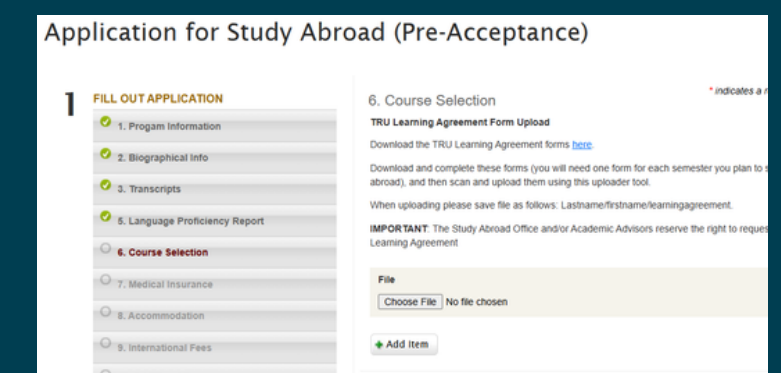
The primary language of instruction is English. If your native language is not English, applicants are required to meet the minimum English language proficiency requirements for direct entry into academic programs. Testing upon arrival is not recommended, as it may result in the inability to enroll in your preferred courses due to limited availability.



9

COURSE SELECTION

Next, you will upload your TRU Learning Agreement where you have stated all the courses you wish to take. These courses are not final but a tentative list of courses you are interested in taking. Use the information within to research potential courses and/or the TRU Study Abroad Profile.



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INSURANCE

Medical insurance is mandatory and all students will be automatically enrolled into the Guard.me insurance plan for the full duration of their exchange and study with TRU. Only those students who are covered by their home institution and/or medical insurance plan by their Government of Origin will be eligible to opt-out. If a student wishes to opt-out, evidence and proof of the policy are required and must be uploaded with this application. If no proof is provided, or uploaded to this application, students will automatically pay and be enrolled in to the Guard.me plan.

- No exceptions will be made.



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ACCOMODATION

Book directly with the On-campus residences or book with TRU World and pay the full residence fees to TRU (same account used to pay your school fees)

Full fees = \$100 application fee + \$250 damage deposit (refundable) + \$150 housing processing fee + residence fees

We cannot process any requests or hold a spot if you make only partial payments.

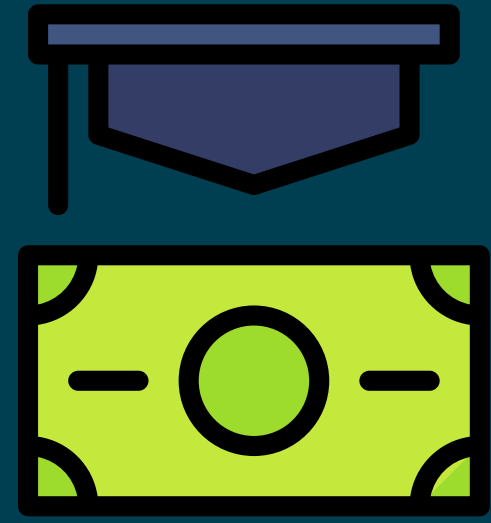
Do not send partial payments to TRU if applying directly to the residences.

We recommend that you apply as soon as possible as spaces are limited.



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INTERNATIONAL FEES



All exchange students are responsible for the following MANDATORY fees:

- IE Support Activity Fee: \$84.56
- UPass (Bus pass): \$66.81
- Any course related materials or lab fees (varies)
- Medical Insurance: ~\$60/month

Tuition and Extended Health & Dental Plan fees will show on your myTRU account temporarily. The TRUSU UPASS is your ticket to unlimited transit on the City of Kamloops buses. But that is not all, it also gets you 50% discount on a monthly membership to the Tournament Capital Centre and free access to the Canada Games Aquatic Centre.

Fees will be removed as per TRU Add/drop dates approximately 4 – 6 weeks after the official first day of classes.

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SUBMIT

Please complete all steps from 1 to 6 – Submit application.

- Program Information
- Biographical information– student general
- Official transcript
- Language Proficiency test results (if required)
- Learning agreement (including Course Selection)
- Medical Insurance

The final page is used to upload any additional documents you might have to support your application as requested by the TRU study Abroad Office. Examples of Additional Documents would be if nominated for a scholarship or bursary.

If there are any problems uploading documents they can also be emailed to studyabroad@tru.ca

Once you have completed and submitted your application and uploaded all supporting documents all that's left is to wait to hear from us regarding your letter of acceptance to Thompson Rivers University!

If you have any troubles completing your application, or any further questions, please don't hesitate to email studyabroad@tru.ca. We will try to answer any and all questions.

SEE
YOU
SOON



HELPFUL INFORMATION

International Student Advisors

International Student Advisors (ISA) will contact every incoming Exchange student after the official Acceptance Letter has been processed. Students will receive a "Welcome Letter" from their ISA, providing information regarding arrival, booking accommodation, orientation, cultural support, and necessary English Placement Test planning. They are here to make your journey as an international student smooth and unforgettable!

This multilingual team helps with personal counselling and assistance in most aspects of student life in Canada, including housing, visa, study/work permit, orientation and welcome services and cultural support.

You will then be able to book your accommodation, the mandatory orientation, and the Pre-Departure planning. They will help you settle in, show you around campus, and answer any questions you may have. Whether it is sorting out your medical insurance or any other student services you need, your ISA will have your back throughout your time at TRU.

If you have questions, do not hesitate to send an email to isa@tru.ca. All communications must include your TRU Student ID number.

Course Selection

We got you covered with this easy step-by-step guide to search courses at Thompson Rivers University:

1. Head to the **campus course schedule** <https://www.tru.ca/current/enrolment-services/course-schedule.html>. Select the term you want to study at TRU or the intended semester regardless the listed year. (Do not select any "OL Division" terms).
2. You can search broadly or be more specific with your interests. For example, if you are into biology, marketing, human resources, or event management, type in those keywords in the search box.
3. You will see a list of courses that match your search criteria. Click on the title link to get more information about the specific class. It will open a class detail form where you can find the course description, syllabus, co-requisites, prerequisites, credit hours, and credit value.
4. After selecting your courses and completing the Learning Agreement form, the study abroad office will review all course selections before submitting the documents to the International Admissions Office. All recommendations regarding course selections are based on availability and prerequisites.

The application gets sent to the International Admissions Office for processing after receiving all the required documents. A letter of acceptance is then sent to the student with other supporting documents electronically.

ISEP Fees

Let us talk about the International Student Exchange Program (ISEP):

- All ISEP students will receive an ISEP Benefit Stipend on arrival at TRU during the International Orientation for the amount equivalent to 4 months of the Homestay fee.
- All accommodation fees are to be paid in advance, prior to arrival, as per the specific instructions.
- ISEP students are not required to pay the \$150 application processing fee. They will be paying the \$500 deposit which will be refunded at the end of their stay.
- The first choice of accommodation is the Homestay Program. To opt out and go with other housing options, this must be communicated to the International Student Advisor (ISA).

TRU semesters last for 15 weeks, with 13 weeks dedicated to face-to-face instruction and 2 weeks set aside for exams.

Once you have received your Letter of Acceptance, we recommend getting in touch with an Academic and/or Program Advisor. They will assist you with approving your course selections and planning and creating your timetable.

Advising Teams: <https://www.tru.ca/current/academic-supports/advising/advising-teams.html>

We wish you all the best in your academics at TRU.