



BRITISH COLUMBIA
INSTITUTE OF TECHNOLOGY
3700 Willingdon Avenue
Burnaby, British Columbia
Canada V5G 3K2
bcit.ca

BCIT Student Housing fees payment Instructions

Questions? Contact the Housing Office at **604-432-8677** or housing@bcit.ca

[Via Online Banking - Domestic Students](#)

[Via Flywire or Wire Transfer - International Students](#)

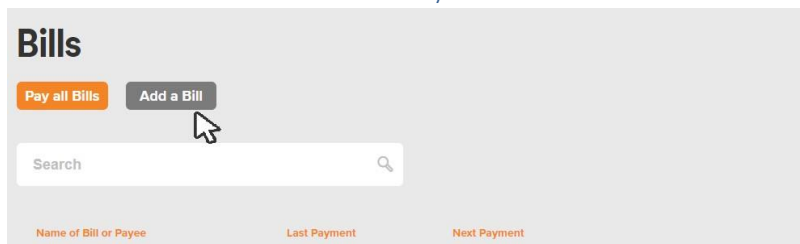
[Sponsorship](#)

[In person payment](#)

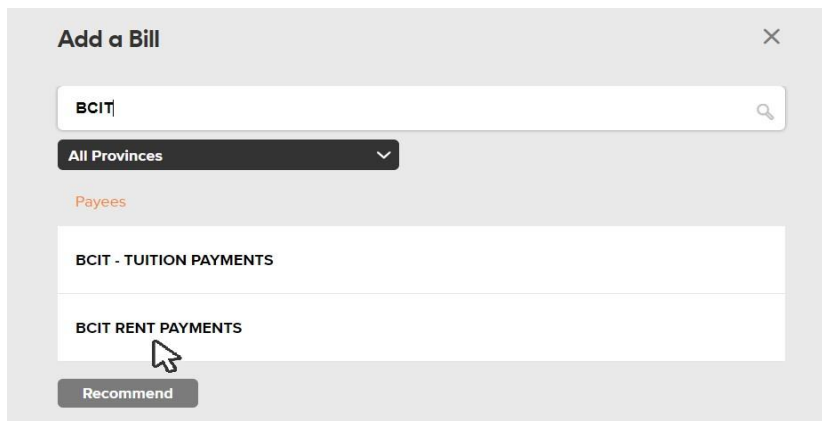
[Financial Aid](#)

Payment via Online Banking (bill payment)

1. Log into your financial institution's website or online banking app. 2. Select "Add A Bill" or "Add A Payee"



2. Type in "BCIT" in the "Add a Payee" field and select "BCIT RENT PAYMENTS".



If this option is not available at your financial institution, DO NOT USE "TUITION PAYMENT" to pay rent. Please contact the Housing Office.



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3. Use your 8-digit BCIT Student ID (A0XXXXXX) as your account number.

Add a Bill ×

Please enter your **BCIT RENT PAYMENTS** account number:

#AO |

If your BCIT Student ID number is not present the payment will not process; the funds will be returned to your financial institution.

4. Make a payment by selecting BCIT RENT PAYMENTS and typing in the amount due.

Pay bills ×

Add a Bill **Manage Bills**

Pay from
Chequing ▾

BCIT RENT PAYMENTS \$|

Now **Later** **Ongoing**

Cancel **Next**

Allow 3 business days for the payment to process. You can confirm if payment has been received on your [myBCIT](#) account.



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Payment via Flywire (for International Students only)

BCIT has partnered with [Flywire](#) to process international student tuition and rent fees. This portal allows international students to save on bank fees, exchange rates and track payments online from start to finish.

How to pay your BCIT rent fees by making an International Payment:

1. Go to bcit.flywire.com

Note: You will need to create an account if you are a new user.

2. Select your country of origin and preferred payment method.

You can edit your details under My account/My Profile

The screenshot shows the Flywire user interface. At the top, there's a navigation bar with 'New payment', 'Help', 'Hi, Karina', 'My account', and 'English'. Below this, there are two main tabs: 'My profile' and 'Add a card'. The 'My profile' tab is active, and a dropdown menu is open, showing 'My payments', 'My profile' (highlighted with a red box), and 'Logout'. Below the tabs, there's a sidebar with 'Personal information', 'Password settings', and 'Payment methods' (highlighted with a red box). The main content area shows a form for adding a card, with fields for 'Card country' (China), 'Select card issuing country', 'Cardholder's first name', 'Cardholder's family name', 'Card number', 'Expiry date (MM/YY)', and 'CVV'. A blue 'SAVE' button is at the bottom of the form.

3. Setup a new payment. Enter your payment details and track the progress of your payment anytime online. Receive email and text alerts each step of the way.

The screenshot shows the Flywire 'Payments' page. At the top, there's a navigation bar with 'New payment', 'Help', 'My account', and 'English'. Below this, there's a 'Payments' section with a large blue plus sign icon and the text 'You don't have any payments connected to your account'. A blue 'New payment' button is at the bottom.



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4. Enter *British Columbia Institute of Technology* in the search box

flywire Payers Businesses How it works Resources Help Login English

MAKE A PAYMENT

Select the institution you want to pay to begin

British Columbia Institute of Technology

Continue

5. Click on Rent Fee / Start your payment

flywire English

BCIT

Welcome to the Payment Portal for British Columbia Institute of Technology

Please select the correct portal below. Choosing the incorrect portal will delay your payment

Tuition and Commitment Fee Payments	START YOUR PAYMENT
ICES Payments	START YOUR PAYMENT
Rent Fee	START YOUR PAYMENT

6. Flywire Customer Support Information:

- o Chat live with an agent for the payment portal.
- o Email: support@flywire.com o Web: <https://www.flywire.com/contact/>



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Payment via Wire Transfer

Our preferred method of international student payment is through Flywire.

Please note, Flywire does offer wire payment options to send money directly to BCIT. Payments through Flywire provide better tracking details and may considerably reduce the delay in refunds.

If your local currency is not listed or you are unable to process your payment through Flywire, you can request our direct wire information by emailing us at BCIT_FIN_Bank@bcit.ca. Please include your student number in the subject line.

In-Person Payment

BCIT accepts payment at the Burnaby Campus ([Student Information and Enrolment Services](#) at Building SW1 – First Floor) using the following methods:

1. Debit card issued by Canadian financial institutions only (Please ensure your daily limit has been increased to allow for larger payments – this can be done by contacting your bank)
2. Cheque issued by Canadian financial institutions only and payable in Canadian funds, or Money order issued in Canadian funds. Please ensure the cheque is made payable to BCIT and includes your BCIT ID (Student Number)

Sponsorship

If your employer or another third-party company or agency has agreed to pay for your rent, the employer/organization must submit a written request on behalf of the employee. This should be done in the form of a letter on a company letterhead with the company's physical mailing address as well as an email address for contact purposes. Please [contact us](#) to provide you with the information that must be included for each person who is being sponsored

The letter should then be signed by an authorized officer and emailed back. If your company is sponsoring multiple students:

Individuals can only be on the same invoice if their dates and total amounts to be invoiced are the same. If a student's dates and fees do not match up, an employer must submit two separate letters. PO numbers: Some companies have a PO number. If so, this can be provided in the sponsorship letter.

When you have completed the sponsorship letter, please email the letter back. Once received, we will forward this to the financial department, and they will reach out to you directly to provide you with an invoice.



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Financial Aid

Cost shouldn't be a deciding factor when you're choosing a school – first and foremost, you've chosen BCIT because you want a cutting-edge education that is taught by industry experts. If you need financial assistance when it comes to housing, contact BCIT's [Student Financial Aids and Awards](#) – we can guide you to scholarships, bursaries, awards and more.