

# Check the Status and Resubmit a Profile Update Application – Name Change Request, **Residency Update, Credential Application**

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CREDENTIALS

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Step by Step Instructions

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#### Before you start

Before checking your profile to view the status of an application made to update your profile information, make sure you have:

- Your Fish and Wildlife ID •
- Your BCeID log in information

**NOTE**: If you need help signing in to WILD, please refer to the quick reference quide titled "How to access WILD".

### Step 1 – Profile History

Any recent applications you have made to update your profile, will be listed under Profile History found under My FWID Profile on your Fish and Wildlife profile homepage

Click on Profile History on the left side of your • profile screen.

**NOTE:** If an application is complete/incomplete/in review, it will be listed here.

#### Step 2 – Checking the status

The status of your application will let you know if your application has been sent back for further information, if it is still waiting to be reviewed, if it has been completed or if it has been rejected.

Click on the Transaction ID for information about your application



dentials Review

ency Credential Update

le Name Change Review Oct 12, 2022

Oct 11, 2022

Oct 11, 2022

Completed

Application Inc In Review

200

Welcome to your Fish and Wildlife Profile

This page provides information about your Fish and Wildlife profile

Note: It can take up to 3 business days to receive your credentials 

To apply for LEH or buy a licence, you must have a Fish and Wildlife ID (FWID) and the appropriate credentials. To apply for credentials, click on the Apply for Credentials link under the Profile Options menu on the left-hand side of this page.

Main Phone Number: 250-222-4321

Preferred Method of Contact: Email

250-222-1234

hunter123@gmail.c 2975 Jutland Rd Victoria BC V8T 5J9

CONTACT

Email:

Address:

Cell Number:

You have successfully logged in to WILD.

Fish and Wildlife Profile

Date of Birth: Mar 30, 1967

FWID Status: Active

Simon Hunter

606 995 610 🙆

PERSONAL

FWID:

PERSONAL

FWID:

Gender

> Licences Limited Entry Hunting

My FWID Profile

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Licence





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Job 628991062-001						
Application Status: Application Incomplete						
CREDENTIAL TYPE	5					
Credential Type	redential Type Result		Rejection Reason		Supplemental Text	
BC Resident	Resident Requires More Information		nts not met	The issue date of your provided not met documentation is less than 6 months prior to the application date and does not prove B.C. residency as defined in the Wildlife Act. In addition to the provided document, please attach one or more of the following documents which must be issued greater than 6 months from the application date: the first page of ICBC vehicle insurance, a legal tenancy agreement, or a letter from a school confirming attendance in person.		
PROOF OF RESIDENCY DOCUMENT(S)						
Driver Licence.jpg		DI				
U <u>pload</u> RESUBMIT A	PPLICATION					
					CANCEL	
To upload a do Click on Brows Select the doc Provide a desc Click Upload NOTE: Only the Jomp, dbf, doo sbn, sbx, shp,	cument: ment to be uploaded iption (e.g., Driver's li following file types/e ;, docx, .gif, .jpeg, .jpc _shx, .tif, .tiff, .txt, .xls,	d from your computin icence) in the Descript extensions can be upl g, log, .msg, .pdf, .png .xlsx, .xml or .zip	g device ion field paded: , .pps, .ppsx, .g	opt, .pptx, .prj, .rtf,		
* File Name: * Description:	Proof of Residency			Browse		
				$\langle \rangle$		
		UPLOAD				

#### Step 3 – Resubmit

If the status of your application is **Application Incomplete**, the Supplemental Text will tell you the reason the application was returned and what is needed for staff to approve the application.

- Click on **Upload** to provide the documentation that is required to support your application
- Click **Resubmit Application** after you have uploaded your new document

Your **Profile History** will display your application as "In Review." It may take up to 3 business days to review and confirm your documents.

## Need help or have questions?

Visit www.gov.bc.ca/hunting

OR

To contact the FrontCounter BC Contact Centre by chat, email or phone, click here: <u>FrontCounter BC Contact Us Webpage</u>