



International Exchange



Exchange **Benefits**

- **One term** at a host institution
 - For one year, you need to submit a request through the application
 - Consideration only if space permits
- **Earn credits** towards your degree
 - Must be enrolled as a full-time student at the host institution
- **Pay McGill tuition**
 - You pay for 15 credits per term and are expected to enrol in the equivalent of 15 McGill credits while on exchange.





When to go on Exchange

- U0 – Not eligible (even with advanced standing credits)
- U2 – Best year to go on exchange
- U3 – May delay graduation (see an adviser)

Full-time registration required at application

Exchange terms: Fall or Winter



3.0 GPA Requirements

- You need a minimum CGPA to qualify for an exchange program
- Meeting the minimum GPA does not guarantee a nomination
- Popular destinations may require a higher CGPA to be competitive

The background of the slide is a photograph of a grand, historic library. It features high, vaulted ceilings with a series of repeating arches. The walls are lined with tall, dark wood bookshelves filled with books. The floor is polished and reflects the light. In the center, there is a long, narrow aisle with a red carpet. On either side of the aisle, there are small, white busts of figures. The lighting is warm and focused on the central aisle, creating a sense of depth and grandeur.

Application Process

Minerva application goes live on early-December for the Fall term & full year exchanges.

- Deadline to submit for the Fall term: mid-January

Minerva application goes live mid-April, for the Winter term exchange.

- Deadline to submit for the Winter closes early-June
- Non-refundable fee is applied, and MUST be paid before next year registration begins to avoid registration holds



Steps in the Application Process

- You may select **up to 4 schools**, ranked in order of preference
- **For a full year**, students must submit the request through the following link, in addition to the application form: <https://www.mcgill.ca/servicepoint/fullyearexchange>
- **Statement of purpose**
 - Write one paragraph for each host institution
 - Explain why each school is a good fit for your academic and personal goals
 - Do not use this section for personal requests (e.g., wanting to go with friends)
 - For internal review only, not shared with host universities

Listing Courses

List of courses

- Minimum of 5-8 per institution per school

Why List these courses?

- To make sure the institutions you're choosing offer a good selection of courses in your program area.
- So, advisers can review your list and confirm it aligns with your degree requirements.
- To help you plan, knowing that not all courses may be available during your exchange term.

While listing your courses keep in mind:

- Courses on exchange are not guaranteed
- Make sure that you are not enrolled in a course that you have already completed at McGill – NO CREDITS will be granted!





Course Equivalency System

Welcome to McGill University's Course Equivalency System.

Here is how you can search the equivalency database:

- Under **Course** - enter the **Course** information (Title, Subject, or Course Number) and select whether it is a **McGill** or an **External** course.

To further refine your search you can:

- Under **External Institution** - select a **Country** and the **State/Province** (if applicable).
- Enter the **Name** of the Institution. Only universities that McGill has approved for Exchange/Study Away are included.
- Under **Status** - by default, the search result will *exclude expired decisions*. If you want to see expired course equivalencies make sure to check the box.
- The results are limited to 100 records. We suggest that you refine your search for better results .

Need help? Visit our [Frequently Asked Questions](#) page.

NOTE: If you are a McGill student, faculty or staff, **Login**, click **Home** to see additional options. For example, if you can't find a course equivalency or an external institution in the search, you can use the **Submit a new Request** functionality to request an equivalency or determine if an institution is in the database.

Course

☒ McGill
 ☐ External

Course Number

Title

External Institution

Country

Select...

State/Province

Institution Name

Status

☒ Equivalent
☒ Not Equivalent

☐ Include Expired Decisions

On the main page, you can search using either the McGill course number or the host institution's course number

The System

Enter Host University, to view all approved courses from there

Course

☒ McGill ☐ External

Course Number

Title

External Institution

Country

Select...

State/Province

Institution Name

Status

☒ Equivalent

☒ Not Equivalent

☐ Include Expired Decisions

No space required when searching up with a course number

Always select expired decisions, whether you search by course # or institution



DON'T

Submit course
equivalency
requests for
your exchange
application.

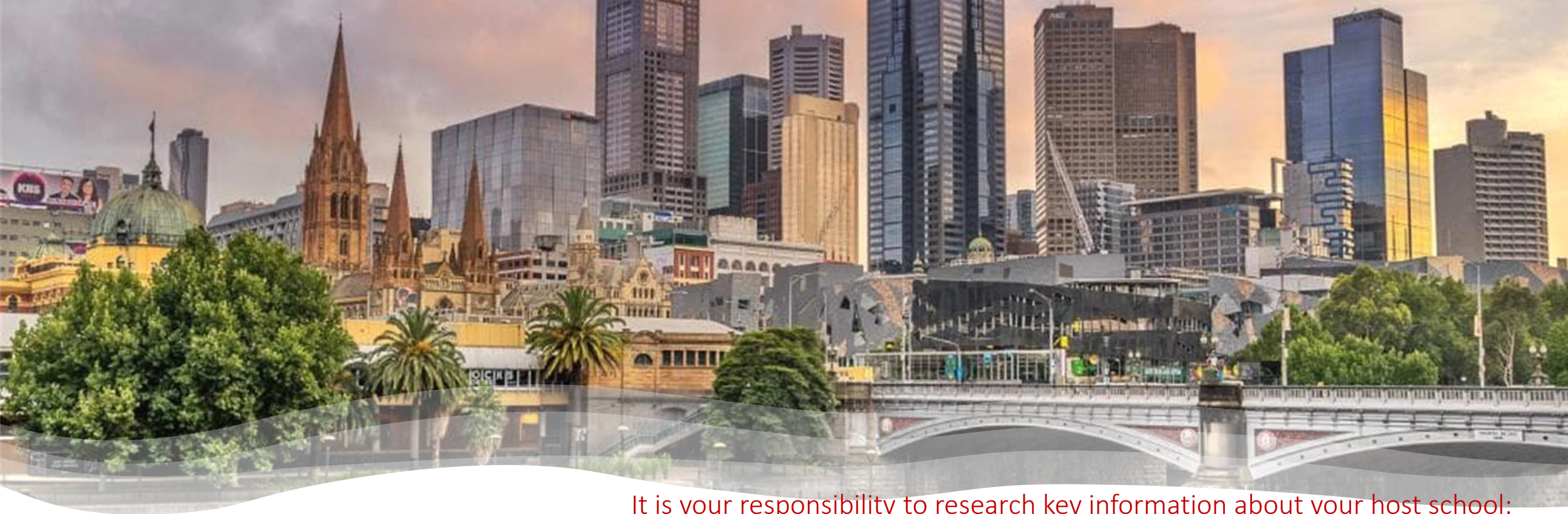
This is not the
time to do so.



Transfer Credits

A maximum TOTAL number of credits are permitted to transfer for courses completed outside McGill including any combination of courses done on Exchange, Independent Study Away, Quebec Inter-University Transfer or Pre-McGill university level courses.

- 12 McGill credits for your major
- 6 McGill credits for your concentration or minor
- 9 McGill credits for management core
- Up to 15 elective credits, if not taking courses for specializations/CORE



Research and Budget

It is your responsibility to research key information about your host school:

- Country, City, School
- Add/drop deadlines
- Examination schedule
- Housing/campus residence options
- Start/End date
- Wellness/academic support (SAA)
- Language of study
- Budget



Special Rules

China

- Some schools do not accept Chinese Nationals (citizens) (Fudan, and Peking University)

HEC-Paris

- Does not accept student that have done school in France or have done a FB from anywhere in the world, including cégep/French Bacc.

Argentina, Chile, Colombia, Brazil

- Language Restrictions

CPA required courses may not be taken outside of McGill (All accounting courses, including FINE 342 and BUSA 364 will not be approved)

University Selection

- Management Specific Schools
- General Schools Open to all Faculties, aka “*The Lottery*”
- Demand is high and spaces are limited (4 to 8 spots per year)
- Application permits up to 4 choices
 - Must be in order of preference
 - You must be opened to any your choices selected on your application

Once you have submitted your 4 choices,
you cannot make any changes.



The Nomination

A decision will be made on your nomination about **one month** after the application deadline through Minerva

Once nominated, you cannot request to change your nomination. However, you may choose to decline it.





Not Nominated

If you have not be nominated to any of your 4 choices, we will contact you by email with alternative options from:

- Remaining spaces available in Management specific schools.
- You may be considered for the lottery for General Schools (depending on availability)

Do NOT schedule an appointment with an adviser to find out why you were not nominated to one of your 4 choices or why you did not get into your 1st or 2nd choice.

It is competitive and space is limited!

Lottery Process: General Schools

- Nominations are based on a Lottery System:
 - Decisions are made by the central Exchange Office in Enrolment Services
 - Your name will be added into a pool with other McGill students
 - System generates a list of faculties in no particular order
 - Student names are added based on the rank list that BCom sends the Exchange Office
 - You will hear about your nomination sometime in mid February





After You Accept Your Nomination

Allow up to 2-3 months wait before hearing from the host university

All information and assignments will be provided through MyCourses, check regularly

Look out for important emails from Safety Abroad.

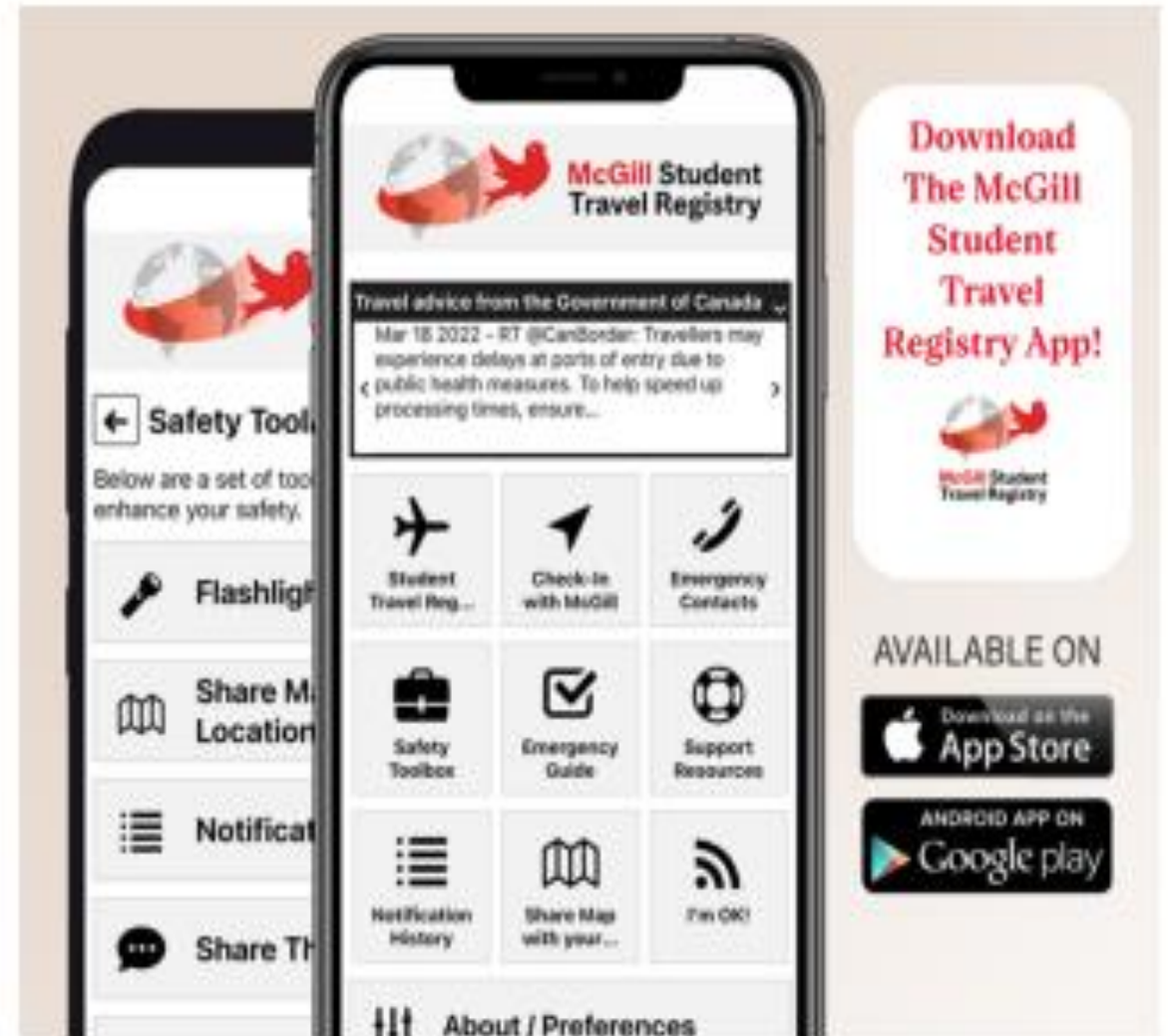
- MUST complete travel registry and pre-departure information, or else exchange will be cancelled

For timelines and what to expect, you should visit the McGill Abroad website

- Review the fact sheet of the host university, all dates are provided there.

Mandatory McGill Student Travel Registry

- All students travelling on a university-sanctioned activity must register their travel through the app at least 10 working days prior to their scheduled departure
- You will receive alerts and check-in requests from McGill Abroad, via the app as well as your McGill email, in case the Government of Canada issues an “Avoid-Non-Essential Travel” or “Advise All Travel” advisory for your university-related travel destination
- Failure to register may also result in consequences including cancellation of your activities and failure to transfer academic credits obtained on your activity.



U3 Academic Planning

U3 students going in your final term:

It is YOUR responsibility to:

- Confirm that you will meet all program requirements to graduate.
- Seek academic advising to verify your degree completion.
- Check your exchange credits with an advisor during the registration period at your host school.

U3 Students Returning from Exchange:

It is YOUR responsibility to:

- Ensure you have met all degree requirements.
- Confirm your exchange credit allocation
BEFORE the end of the add/drop period of your final term.



FAILURE TO FOLLOW THESE STEPS

could result in a delay of your graduation term and require you to return to complete those credits to graduate, even if you have plans for graduate school, or have a full-time job lined up.

Where do I go for **help**?

BCom Office

Preliminary nominations

Course equivalencies

Planning

Connecting you with past
exchange students

Exchange Office

Lottery process

Final approval of
nominations

Liaison with host
institutions

Cancel exchange through
online form

Other

Mobility bursary

External funding
(e.g., CLIC)

Visa (embassy/consulate)

DEN – Desautels
Exchange Network

[illegible]