

Student Exchange & Study Abroad

An Opportunity of a Lifetime!

Christin Blohm-Pape
Student Advisor

Melissa Kinney
Student Affairs Coordinator

November 9, 2017

**McGill Engineering Student
Centre (MESC)**
Student Affairs Office
Career Centre
Peer Tutoring Services
Frank Dawson Adams Building
Room 22



SEE WHERE MCGILL ENGINEERING TAKES YOU.

International experiences

Exchange

(Fall/Winter term)

Exchange means to study at one of McGill's partner universities while earning credit at McGill and paying tuition to McGill.

Attend the faculty information session and visit the faculty website to learn more about the application process, requirements, and McGill's exchange partners.

<https://www.mcgill.ca/engineering/students/undergraduate/exchanges-study-away/outgoing>

Independent Study Away

(Summer term)

Interested in studying abroad without committing to an entire Fall or Winter term? An independent Study Away term might be an interesting option to take non-Engineering courses in the summer. Independent Study-Away means to study away at another university while earning credit at McGill. Tuition is paid to the host university.

<https://www.mcgill.ca/engineering/students/undergraduate/exchanges-study-away/study-away>

Summer Undergraduate Research in Engineering

(SURE International)

(Summer term)

A great alternative to an Exchange or Study Away term is participating in a research activity abroad. Merit-based and need-based funding is available for students who have secured a summer research internship.

<https://www.mcgill.ca/engineering/students/undergraduate/research/sure-international>



University of
Edinburgh –
**Justin
Hunt**

Contact info

justin.hunt@mail.mcgill.ca



University of Birmingham – Madison Brownley

Contact info

madison.brownley@mail.mcgill.ca



Lund
University –
**Alexander
Backstam**

Contact info

alexander.backstam.533@student.lu.se



DAAD-RISE (Germany)

William Mazurek (left)

Contact info

william.mazurek@mail.mcgill.ca

<https://www.daad.de/rise/en/>

Andréa El-Khoury (right)

Contact info

andrea.el-khoury@mail.mcgill.ca



Technical
University
of Berlin –
Sören Dittmann

Contact info

Soeren.Dittmann@gmx.de

Am I Eligible to Apply?

- Be currently registered as a full-time, Engineering degree-seeking McGill student
- Meet your Faculty's participation criteria:
 - ✓ Have a minimum CGPA 3.0
 - ✓ Completed at least one year of full-time study by the start of your term abroad (current Year 0 students with no transfer credits have to apply next year)
- **Tip!** The best time to participate in an exchange program is in the year before your graduating year.
- You can still go on exchange in your graduating term (after discussing this with departmental advisor) but if you choose to participate in your final term; this may delay your graduation – if you are not concerned with delaying graduation you can apply.
- If you have been approved to write a deferral exam during your exchange term away please meet with an academic advisor immediately to go over your options as this may impact your eligibility to go on exchange

Where Can I Go on Exchange?



*You can only choose schools that are Coded as **“Engineering”** or **“General”**.
Full list is found on the exchange site:
<http://www.mcgill.ca/students/international/students-going-abroad/where-can-i-go>

Where Can I Go on Exchange?

- Review both the full list of schools on the [exchange website](#) – note you can only choose schools that are coded as “General” or “Engineering”
- A list of exchange partners commonly selected by Engineering students is available on the [faculty website](#).
- It is important to do thorough research on the schools you are considering in terms of Accreditation Units (AU), programs/courses offered and language of study.
- Not all schools listed under General or Engineering offer the courses you need and may not meet our accreditation requirements and therefore, you may be required to take additional courses to satisfy the accreditation requirements.
- Student Experience Reports are available at the Engineering Student Centre (MESC) for review.
- Work with your departmental advisor to determine the term which works best for your curriculum.

Application Process – Important Dates & Deadlines

Application Period for 2018/2019: You may apply through MINERVA starting on **November 13, 2017 - January 15, 2018 (Deadline for Fall 2018 and Winter 2019!)**

You can only submit one application which can include 4 university choices – there is a **\$150 non-refundable fee** that will be charged to your student account.

Application:

- ✓ It is VERY important to do some personal research on the different schools.
- ✓ Fill out the application form on Minerva.
- ✓ Complete the statement of purpose outlining the reasons for requesting an exchange.
- ✓ Select up to for 4 host institutions (Important: Do research on their programs and courses to make sure the selected universities are a good fit for you!)
- ✓ Add a tentative course selection (Important: Make sure the courses that you need to progress in your curriculum are offered in the term you would like to study abroad)

Decisions

Decisions: There are 3 levels of decisions that will be made on MINERVA:

1. The departmental level will review your school choices and proposed course list to assess if your choices are suitable. – Their decisions are made before February.

2. The Faculty level will provide a second review to confirm the department's decision in allowing you to participate in an exchange. - Decisions are made before February.

***The department and faculty are only approving the concept of you studying abroad- we do not approve which school nor term you will be selected for.

3.FINAL APPROVAL AND NOMINATIONS: The Exchange Office/Service Point will start the process of nominating students to a specific school, destination and term – decisions will be sent from the exchange office in **February** through to April.

It is important to note that if you do not get nominated to any of your choices, you will be sent an alternative choice.

Nominations

- **Accepting/declining nominations:** The exchange office will usually allow a week for you to make a final decision on their offer of nomination.
- Following your decision you will be sent communication and instructions via email and also listed in the comments section on MINERVA.
- The Exchange Office will email all students with the host application instructions - a student going away in Fall or full year will get an email anywhere between March and July.
- For those going for only Winter will hear from them between July and October.
- Any questions you have about the host application (please contact the Exchange Office/ Service Point) studentexchanges@mcgill.ca

Service Point

3415 McTavish St. (corner Sherbrooke)

Montreal, Quebec | H3A 0C8

Tel.: 514-398-7878

Appointments available : <https://www.mcgill.ca/students/servicepoint/myappointment>

Will I Obtain Transfer Credits

- All Engineering students must select their courses and obtain approval after receiving the nomination but prior to leaving on exchange.
- Some departments/schools have course restrictions, therefore it is extremely important to check with your department before beginning the process of selecting courses.
- A list of previously approved courses is available for review at MESC and in the [Course Equivalency System](#).
- If courses have been evaluated and approved in the past you will still need to meet with your departmental/school advisor to review and approve your final course selection.
- MESC has final approval of the request for transfer credits.
- Departmental contacts for course approvals are listed online at: <http://www.mcgill.ca/engineering/current-students/undergraduate/exchanges-study-away/outgoing>
- All courses taken at the host institution will be reflected on the McGill transcript including failed courses.

Accreditation Units (AUs)

$$\text{AU} = [\# \text{ lecture hours} \times \# \text{ semester weeks}] + [(\# \text{ lab+tutorial hours} \div 2) \times \# \text{ semester weeks}]$$

- Start looking at exchange courses and their AU count early!
- As a general guideline only:
 - Many departmental courses are approximately 45.5 – 58 AU
 - Most technical Complementary courses are 39 AU
 - Complementary Studies (Impact (=Group A) & HSS (=Group B)) are 39 AU
- Some departments only allow certain courses to be taken on exchange – check in with your departmental advisor before applying!
- The Canadian Engineering Accreditation Board (CEAB) has strict requirements. → All Engineering students in Canada have to complete a certain amount of hours of Engineering courses.
- Transfer students who have received a number of transfer credits for Engineering courses already, may be required to take an extra course at McGill.
- **50% of your total program credits must be completed at McGill.**

Transfer Credit Policy

- Courses have to be evaluated and approved prior to the start of your exchange term. Please submit your Transfer Credit Request forms to MESC (FDA 22) 3 months prior to your departure. You can find more information about the process on the exchange website under “STEPS TO RECEIVE APPROVAL FOR TRANSFER CREDITS”:
<http://www.mcgill.ca/engineering/current-students/undergraduate/exchanges-study-away/outgoing>
- It is MANDATORY to have all exchange courses evaluated prior to your departure for exchange. Transfer credits for all courses have to reflect on the Minerva transcript even those that are considered extra courses which do not satisfy any program requirements.
- We will add a registration hold to the record in case exchange courses have not been evaluated by the time we receive your official transcript. Such hold will restrict you from adding/dropping courses and will only be removed once the transfer credits requests for the missing courses have been reviewed and approved. Please keep in mind that the transfer credit review process may take several weeks.

Transfer Credit Policy

- Once we receive and review official transcripts from your host institution, the appropriate McGill transfer credits can be viewed on your unofficial transcript in Minerva.
- Exchange courses are not pass/fail but rather credit/non-credit. Your Minerva transcript will only show credits.
- A grade of C or better is required to receive transfer credits. The policy shall apply to both elective and required courses. Do **not** opt for the pass/fail option for your exchange courses!
- Please note that sometimes the grading system can be very different from ours. A “Pass“ or 55% at the host institution may not be acceptable if it is considered to be equivalent to a D grade here at McGill. Please refer to the International credentials and grade equivalencies website as a reference:
<https://www.mcgill.ca/gradapplicants/international/apply/equivalency>.
- it is MANDATORY to have all exchange courses evaluated prior to your departure for exchange. Transfer credits for all courses have to reflect on the Minerva transcript even those that are considered extra courses which do not satisfy any program requirements.

* When in doubt as to whether your grades are eligible for transfer credit, please contact **MESC**. Do not rely on the minimum passing grade at the host institution.

Example: Hong Kong

A grade of C is required even though a D grade is considered a “Pass”.

Grade	Description	Grade Point
A	First Class Honours	4.0
B+	Second Class Honours, Upper Division	3.3
B-	Second Class Honours, Lower Division	2.7
C	Third Class	2.0
D	Pass	1.0
F	Fail	0

<https://www.mcgill.ca/gradapplicants/international/apply/equivalency>

Do not choose the pass/fail option – your transcript needs to show a grade to be eligible for transfer credits!

Is Financial Assistance Available?

For each term you are on exchange you will be paying 15 McGill credits; regardless of how many courses you take.

To offset some study abroad costs, you may be eligible for financial assistance:

- Students are eligible to apply for government student assistance.
- Students may also apply to the Scholarships and Student Aid Office for further assistance.
- Holders of renewable scholarships and awards may retain their awards. Renewal of entrance awards will be contingent on performance at the host institution.

Are there scholarships available?

- **Mobility Awards** (<http://www.mcgill.ca/students/international/goabroad/funding/mobility-award>)
– Every student is eligible for the Basic Mobility Award (\$1,500) Make sure you accept the Mobility Award on your application! Some students may qualify for the Mobility Financial Aid Supplement.
- **Killam Awards** (Awards for study in the U.S.A)
(<http://www.mcgill.ca/students/international/goabroad/funding>)
- **Antje Graupe Pryor International Awards** (\$7,500/term) are awarded to Engineering students in Bioengineering, Computer, Electrical, Materials, Mechanical and Mining, Bioengineering and Software Engineering who plan to study in universities in the European Union (preferably Germany or France). Further preference will be given to students who attend the Technical University of Berlin.

Student Experience Reports

- MANDATORY to complete when you return from your exchange term.
- Reports from previous exchange students can be viewed in the Engineering Exchange Student Experience Reports Binder at MESC (FDA 22).
- McGill Engineering students share their personal exchange experiences abroad:
 - ✓ Exchange destination
 - ✓ Date and length of exchange
 - ✓ Visa and health Insurance
 - ✓ Cost of living
 - ✓ Location of institution & housing (including suggestions on effective ways to find housing on site)
 - ✓ Academic program (selection of courses, workload, etc.)
 - ✓ Any particularities or peculiarities of your destination
 - ✓ Suggestions of items to bring
 - ✓ Personal and academic benefits from participating in the program

Reminder: Important Steps and Deadlines

- Access the application form on Minerva: **November 13, 2017 - January 15, 2018**
- Complete the statement of purpose outlining the reasons for requesting an exchange.
- List the courses that you are proposing to take (these will need to be confirmed and approved at a later date). Please do not ask your department to pre-approve each course until your application has been accepted.
- Talk to your department if they have restrictions in regards to the type of courses they allow you to take on exchange!
- Provide Proof of Proficiency in the language of the host institution to Service Point.
- Decisions will be sent by the Exchange Office/ Service Point in February through to April.
- An email notification will advise you to accept or decline your nomination.
- Once you have accepted the nomination, you will be given instructions on how to get official course approvals.
- Instructions on how to apply to the host institutions will be sent by Service Point to your McGill email address.



Questions?

For more information on how to apply, please visit:
<http://www.mcgill.ca/students/international/goabroad/exchange/apply>

or

<https://www.mcgill.ca/engineering/current-students/undergraduate/exchanges-study-away/outgoing>

or contact the McGill Engineering Student Centre (MESC) located in FDA, room 22.