

Wilfrid Laurier University Student Exchange Program - 2017/2018 Fact Sheet

LAURIER INTERNATIONAL CONTACT INFORMATION

Websites

wlu.ca/exchange – external site for students pre-arrival

students.wlu.ca/global - internal site for students after acceptance

Mailing and courier address

Laurier International
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Waterloo, Ontario N2L 3C5
CANADA

General student enquiries exchange@wlu.ca

Allison Donahue adonahue@wlu.ca Tel: +1-519-884-0710 ext. 3784

Student Abroad Advisor (Waterloo Campus)

Responsible for outgoing student support, supervision of student numbers and reciprocity.

Anne-marie Henry ahenry@wlu.ca Tel: +1 519-884-0710 ext. 4702

Coordinator, Global Engagement Programming (Waterloo Campus)

Responsible for incoming nominations and applications, incoming student support (after acceptance to Waterloo Campus).

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Coordinator, Global Engagement Programming (Brantford Campus)

Responsible for outgoing student support, incoming student support (after acceptance to Brantford Campus).

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Manager, Global Engagement Programming

Responsible for maintenance and renewal of institutional agreements.

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Director, Global Engagement, Laurier International

ACADEMIC CALENDAR AND DATES

The university's academic calendar is available online at wlu.ca/calendars

Fall 2017 term

Orientation: September 1-6

Lectures: September 7 to December 6

Study Break (Reading Week): October 10-14 – no classes

Final Exams: December 9-22*

Winter 2018 term

Orientation: Early January (to be confirmed)

Lectures: January 3 to April 4

Study Break (Reading Week): February 19-23 – no classes

Final Exams: April 7-25*

*Students are advised not to make travel commitments during the final exam period before confirming their exam schedule. Exams will not be rearranged.

NOMINATION/APPLICATION PROCEDURE

Exchange coordinators please complete the online nomination form found here:

<https://wlu.ca/laurier-international/incoming-exchanges.html>

After the nomination deadline has passed, each student will be sent a login for the online application portal.

Deadlines:

Fall Term 2017 (September – December) and Full Year (September – April)

Nominations are due: May 1, 2017

Exchange applications accepted until: May 22, 2017

Acceptance letters for Fall 2017 and Full Year study will be sent electronically to student and coordinator by mid-June

Winter Term 2018 (January – April)

Nominations are due: September 18, 2017

Exchange applications accepted until: October 9, 2017

Acceptance letters for Winter 2018 study will be sent electronically to student and co-ordinator by the end of October

Please Note: Laurier does not typically accept exchange students for Spring term, Summer session or Intersession courses.

LANGUAGE REQUIREMENTS

Language of instruction is English.

All incoming exchange students must have sufficient English language skills to be successful in their program of study. **While Laurier International does not require exchange students to complete a TOEFL or other, we do rely on our partner universities to nominate students with sufficient English skills.**

As a guideline, please ensure students requesting admission at the **undergraduate** level have reached the following minimum requirements:

CAEL - overall score of 70 or higher (each band 60 or higher)

IELTS - academic score of 6.5 or higher

MELAB - overall score of 85 or higher

TOEFL - Internet based testing: overall score of 83 or higher with a minimum score of 20 in each component. Paper based testing: overall score of 560 or higher

For students requesting admission at the **graduate** level, please ensure they have reached the following minimum requirements:

CAEL - overall score of 70 or higher (each band 60 or higher)

IELTS - academic score of 7 or higher

MELAB - overall score of 90 or higher

TOEFL - Internet based testing: overall score of 89 or higher with a minimum score of 21 in each component. Paper based testing: overall score of 573 or higher

ACADEMICS

Laurier can accept undergraduate and graduate students. To apply at the graduate level, students must have 4 years of university experience in the topic they would like to study **before** arriving at Laurier.

Students must be registered as full-time students when studying at Laurier. For undergraduate students, a full-time course load is 4 courses. For graduate students, a full-time course load is 3 courses. Students in the MBA program will be permitted to take a maximum of 3 courses from the MBA program. The remainder of their course load may be selected from the offerings in the BBA or MA (Business Economics) programs.

Please note that most MBA courses are offered at night in order to allow local students who are working full-time and studying part-time to attend.

Students are permitted to take courses across faculties e.g a Business student can take a history course from the Faculty of Arts, provided they have permission to do so from their home institution.

The maximum number of courses that students can take at Laurier is 5 courses. As a guideline, 0.5 WLU Credit (one course) = 6 ECTS. Courses offered through the Centre for Online Learning are not generally available to exchange students.

Simple **course descriptions** are available at wlu.ca/calendars

1. Choose the *undergraduate* or *graduate* calendar depending on the level of study

2. Choose the year of study e.g. 2017-2018
3. Choose the faculty for e.g. Lazaridis School of Business and Economics
4. Choose the department e.g. Business & Economics
5. Choose the campus (e.g. Waterloo)
6. Click on *Course Offerings* to see what courses are available in this discipline. Please note that not all courses are offered each term or each academic year.

Course schedules can be found by going to the Dynamic Schedule:

telaris.wlu.ca/ssb_prod/bwckschd.p_disp_dyn_sched

Select the appropriate term from the drop down list and click *Submit*. Next choose one subject from the scrolling list e.g. Business and choose the campus and course level. There is an option to enter a specific course number e.g. 111, or if this field is left blank all available courses in the subject will be displayed.

For each class the schedule displays the number of seats available. *Capacity* is the total possible enrollment for the course, *actual* is the number of students already registered in the course and *remaining* is the number of available seats left in the course. Due to the manual registration process for exchange students, the waitlist is not available.

Exchange students will need to choose their courses when they submit their application. Students are asked to provide their top 5 course choices and their secondary choices. Laurier International will work to register the student in their top choices, but there is no guarantee that courses will be available. For example, there may be no space left in the class or the student might not have the required pre-requisite knowledge. Before submitting their choices on the application form, students should verify there are no time conflicts by using the Visual Schedule Builder at scheduleme.wlu.ca

Students will be considered for all possible sections of their top 5 courses. When noting their secondary choices, they should choose different courses for their secondary selections and not simply list additional sections of their top choices.

The Dynamic Schedule will be updated with Fall 2017 & Winter 2018 courses in early May, 2017.

Laurier's **Undergraduate Grading System** can be found here:

<https://legacy.wlu.ca/calendars/section.php?cal=1&s=834&sp=2939&ss=3493&y=73>.

Laurier's **Graduate Grading System** can be found here:

<https://legacy.wlu.ca/calendars/section.php?cal=3&s=785&sp=2907&ss=3330&y=70>.

Please note graduate student must attain at least a B- grade in each course. Any letter grade below B- is recorded as an F on the student's official transcript.

Please note that exam retakes are not allowed.

CAMPUS LOCATIONS AND PROGRAMS

Laurier has two separate campuses (Brantford and Waterloo) with different course options available at each campus. It is not possible for exchange students to study at both campuses and partner universities must choose one campus of study when students are nominated.

You can find more details about each Faculty and Program here:

<https://wlu.ca/programs/index.html>

Our **Brantford campus** is rooted in the downtown core, offering students a unique campus life experience. Brantford is approximately a one-hour drive from Toronto. The city has a population of over 97,000, and has a small town feel with big city amenities. Proud to be the hometown of hockey's "Great One," Wayne Gretzkey, Brantford is a city where sporting events and recreational activities are an integral part of community life.

Programs/courses available at Brantford:

Faculty of Human & Social Sciences

[Community Health](#), [Criminology](#), [Game Design and Development](#), [Health Administration](#), [Public Health](#) and [Psychology](#).

Faculty of Liberal Arts

[Digital Media and Journalism](#), [English](#), [History](#), [Human Rights and Human Diversity](#), [Indigenous Studies](#), [Law and Society](#), [Social and Environmental Justice](#) and [Youth and Children's Studies](#).

Lyle S. Hallman Faculty of Social Work

[Social Work](#)

Lazaridis School of Business and Economics

[Business Technology Management](#)

Our **Waterloo campus** is located in the thriving, culturally diverse community of Kitchener-Waterloo (K-W) which is one hour west of Toronto. This city offers plenty of hiking trails, golf courses, skating rinks, soccer fields and even a skill hill. With a population of about 356,000, K-W is small enough to be safe and easy to get around, yet big enough to provide great restaurants, shopping and entertainment.

Programs/courses available at Waterloo:

Faculty of Arts

[Anthropology](#), [Applied Water Science](#), [Archaeology and Heritage Studies](#), [Communication Studies](#), [Cultural Studies](#), [English](#), [Environmental Studies](#), [Film Studies](#), [Geography](#), [Global Studies](#), [History](#), [Languages](#) (Arabic, [French](#), German, Italian, [Spanish](#)), [Medieval and Medievalism Studies](#), [North American Studies](#), [Philosophy](#), [Political Science](#), [Religion & Culture](#), [Sociology](#), [Women & Gender Studies](#).

Faculty of Music (*only available for partners with specific agreements*)

[Community Music](#), [Music](#), [Music Therapy](#)

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Faculty of Science

[Biochemistry/Biotechnology](#), [Biology](#), [Chemistry](#), [Computer Science](#), [Environmental Science](#), [Health Sciences](#), [Kinesiology](#), [Mathematics](#), [Physics](#) and [Psychology](#).

Lazaridis School of Business and Economics

[Business Administration](#) (Accounting, Brand Communication Management, Business and Sustainability, Entrepreneurship, Finance, Human Resource Management, Insurance and Risk Management, International Business, Marketing, Supply Chain Management) and [Economics](#).

TRANSCRIPTS

One official transcript will be sent to the partner university after the study period has ended. Additional transcripts can be ordered online from Service Laurier for a fee at wlu.ca/transcripts

Fall term students: the official transcripts will be mailed by end of February.

Winter term and full year students: the official transcripts will be mailed by end of June.

Please note that Laurier will not release the transcript to the partner university if the student has outstanding debts to the university.

STUDENT SERVICES

Laurier International offers services to all international students to support their transition and academic success at Laurier. Student advising is accessible to students throughout the term.

Orientation days are scheduled prior to the start of classes in September and January. Attendance is mandatory.

Exchange students will be paired with a Global Engagement Student Ambassador (GESA) before their arrival. GESAs are Laurier students who volunteer their time to help support exchange students through their transition to Laurier and Canada.

Special events and activities are scheduled throughout the term for exchange students including a camping trip, trips to sporting events, local farmer's markets, and other off-campus festivals and outings.

Students are invited to take part in our **Intercultural Certificate** which is offered to students in each term. More information is available here:

<https://students.wlu.ca/academics/global-engagement-and-exchanges/international-at-home/intercultural-certificate.html>

Laurier International encourages all students to represent their home institution at the **Global Opportunities Fair** in mid-October which promotes all of our exchange partnerships as well as international field courses and international at home activities.

Exchange students have access to all the **services offered on campus** including the library, Athletic Centre, pool, Centre for Student Success (includes: Accessible Learning Centre, Mathematics Assistance Centre, Writing Centre, Study Skills and

Supplementary Instruction Centre), Student Wellness Centre (includes: health and counselling services), Career Centre, student clubs, Centre for Student Life and Engagement etc.

Student wellness is a priority at Laurier and our goal is to provide students with seamless, coordinated care and collaborative services at our Student Wellness Centres on each campus. Students may access a number of wellness professionals in order to enhance their health and wellbeing while at Laurier. These professionals might include doctors, social workers/counsellors, registered nurses, chiropractors, registered massage therapists, and a psychiatrist. More information about the Student Wellness Centre can be found here: <https://students.wlu.ca/wellness-and-recreation/health-and-wellness/>

Accessible Learning is available to students who have a permanent or temporary disability. This includes full- and part-time graduate and undergraduate students.

There are a number of programs and services available including: Alternate Format Services, Assistive Technology, Note Taking, Tutoring, Peer Support, Learning Strategies and Study Skill Development.

More information about the Accessible Learning Centre can be found here: <https://students.wlu.ca/academics/support-and-advising/accessible-learning-centre/index.html>

STUDENT FEES

Student fees are invoiced prior to a student's arrival and payment can be made either via wire transfer or upon arrival (with a small late penalty).

All incoming exchange students will be charged the following incidental fees (approximate costs listed are in Canadian currency):

Universal Health Insurance Plan (UHIP)

\$204/term

UHIP is a mandatory charge for all students and a student is automatically enrolled prior to arrival. UHIP provides coverage for basic medical services and treatments a student might need to maintain good health while living in Canada. More details are available here: uhip.ca

If a student has existing coverage through one of a very few pre-approved plans, they may be exempted from this insurance. Every student will need to pay upfront and then apply to be reimbursed.

Supplementary Health & Dental Plan

These plans are mandatory for students that do not have existing equivalent coverage. If you wish to opt-out of these plans you will need to provide sufficient documentation in order to do so.

Undergraduate Students

\$218/term

The Student VIP coverage includes Drug Coverage, Extended Health Coverage, Vision Coverage, Dental Coverage, Travel Coverage and Accident Coverage. More details can be found here: <https://www.studentvip.ca>

Students studying at Laurier for Fall Term or the Full Year are automatically enrolled in this plan prior to arrival. If a student has existing coverage that is equivalent to this coverage, they will be able to opt-out of the health and/or dental plan fees.

Students studying at Laurier for Winter term have the option to opt-in to this plan if they do not have existing equivalent coverage. If the student is planning to travel from Canada to another destination within the period of their study at Laurier, we highly recommend they opt-in to this plan which includes insurance for the student while traveling outside of Canada.

Graduate Students

\$550

The Student Care Plan includes coverage for prescription drugs, vaccinations, health practitioners (e.g. psychologists, massage therapists, physiotherapists, chiropractors, etc.), vision care, travel health, and dental care. More details can be found here: <http://www.wlugs.ca/health-and-dental-plan/>

Graduate students are automatically enrolled in this plan prior to their arrival. A student with existing equivalent coverage will be able to opt out of the health and/or dental plan fees.

The fee is for 12 months of coverage. A student can apply to be refunded for unused amounts once they have returned home.

Bus Pass for Undergraduate and Graduate Students

Students can not opt-out of this fee.

Waterloo Students

\$82/term

Gives students unlimited access to the local transit system called Grand River Transit. For more details see: www.grt.ca

Brantford Students

\$48/term

Gives students unlimited access to the Brantford City Transit system. For more details see: www.brantford.ca/transit

ADDITIONAL ESTIMATED EXPENSES

Accommodation	\$550-750/month
Food	\$300/month
Telephone	\$50/month
Text Books	\$500/term
Optional Exchange Student Activities	\$250/term
Transportation from Airport (one way)	\$100

Other expenses to consider: appropriate clothing for weather, household supplies, leisure and entertainment, travel, etc.

HOUSING/ACCOMMODATION

The Department of Residence has a limited supply of rooms in university residences available for exchange students. Demand for rooms is much greater than supply, particularly for students studying in the fall semester.

Residence is designed to meet the needs of first year students and includes a mandatory meal plan, so many exchange students prefer to seek off-campus housing which is available through private rentals. Information about both options is sent to students once they have been accepted to study at Laurier.

IMMIGRATION INFORMATION

The Government of Canada regulates international study permits and visas through Citizenship and Immigration Canada (www.cic.gc.ca). Students can find information by getting in touch with the Canadian consular office near them.

Study permits: All international exchange students studying in Canada must have a valid study permit, except in cases where the duration of the program of study is 6 months or less. However, we strongly encourage all exchange students to apply for a study permit (even if the duration of study is less than 6 months) since it is not possible to apply for an initial study permit from within Canada. In addition, full-time international students who hold a valid study permit may take a part-time job on-campus while they are registered students. International Students who do not hold a valid study permit are not eligible to work in Canada at all.

Electronic Travel Authorization: Starting March 15, 2016, visa-exempt foreign nationals who fly to or transit through Canada will need an *electronic Travel Authorization* (eTA). Exceptions include U.S. citizens and foreign nationals with a valid visa. Please check this link to find out if a student needs an eTA:
<http://www.cic.gc.ca/english/visit/visas.asp>

Temporary Resident Visas (TRV): Citizens of certain countries require a Temporary Resident Visa (TRV) to enter Canada. A TRV is not the same as a study permit. A TRV gives the student permission to enter Canada, whereas a study permit gives him/her permission to study in Canada. See the Citizenship and Immigration Canada website (www.cic.gc.ca/english/visit/visas.asp) for a list of countries that require a TRV. TRVs cannot be issued within Canada. They are available only at a Canadian Embassy, Consulate, or High Commission outside of Canada. Students must apply for a TRV (if required) before entering Canada.