

## FACT SHEET AND GUIDELINES FOR PARTNER UNIVERSITIES

### International Office

<b>Address</b>	Concordia International 1455 de Maisonneuve Blvd. West, <a href="#">Annex X</a> Montreal, Quebec, Canada H3G 1M8
<b>Phone</b>	1-514-848-2424 ext. 4986
<b>Fax</b>	1-514-848-2888
<b>General E-mail</b>	<a href="mailto:international@concordia.ca">international@concordia.ca</a>
<b>Incoming Exchange Website</b>	<a href="https://www.concordia.ca/international/students-from-abroad/inbound-exchange.html">https://www.concordia.ca/international/students-from-abroad/inbound-exchange.html</a>

### Contacts

<b>Director, Concordia International</b>	Téo L. Blackburn (Ms.) - On leave <a href="mailto:director.international@concordia.ca">director.international@concordia.ca</a>
<b>Manager, International Projects</b>	Julio Sevilla (Mr.) <a href="mailto:julio.sevilla@concordia.ca">julio.sevilla@concordia.ca</a>
<b>International Projects Officer</b>	Badri Murali (Mr.) <a href="mailto:badri.murali@concordia.ca">badri.murali@concordia.ca</a>
<b>International Liaison Officer Asia, Americas &amp; Oceania, UK</b>	Christine Archer (Ms.) <a href="mailto:christine.archer@concordia.ca">christine.archer@concordia.ca</a>
<b>International Liaison Officer Africa, Europe &amp; the Middle East</b>	Pauliina Rouleau (Ms.) <a href="mailto:pauliina.rouleau@concordia.ca">pauliina.rouleau@concordia.ca</a>
<b>Coordinator, Short-Term Programs</b>	Maral Abajian (Ms.) <a href="mailto:maral.abajian@concordia.ca">maral.abajian@concordia.ca</a>
<b>Officer, International Projects</b>	Caroline Eastwood (Ms.) <a href="mailto:caroline.eastwood@concordia.ca">caroline.eastwood@concordia.ca</a>
<b>Administrative Coordinator</b>	Michelle Sarrazin (Ms.) <a href="mailto:michelle.sarrazin@concordia.ca">michelle.sarrazin@concordia.ca</a>

## Academic Information

<b>Incoming Exchange Students Website</b>	<a href="https://www.concordia.ca/international/students-from-abroad/inbound-exchange.html">https://www.concordia.ca/international/students-from-abroad/inbound-exchange.html</a>
<b>Departments/ Academic Programs</b>	<a href="https://www.concordia.ca/academics.html">https://www.concordia.ca/academics.html</a>
<b>Course Calendar (Syllabus)</b>	<a href="#">Undergraduate Programs</a> and <a href="#">Graduate Programs</a>
<b>Class Schedule</b>	<a href="http://fcms.concordia.ca/fcms/asc002_stud_all.aspx">http://fcms.concordia.ca/fcms/asc002_stud_all.aspx</a>
<b>Term Dates</b>	<b>Fall Term:</b> Early September until the end of December <b>Winter Term:</b> Early January until the end of April/early May
<b>Academic Calendar Dates</b>	For a list of academic dates, university holidays and deadlines, please consult the <a href="#">academic calendar</a>

## Nomination Process

<b>Nomination Deadline</b>	<b>Fall &amp; Full-year:</b> March 15, 2024 <b>Winter Semester:</b> March 15, 2024
<b>Nomination Method</b>	<ul style="list-style-type: none"> <li>• Nomination instructions will be provided to partners in January 2024</li> <li>• Before you nominate, please consult our <b>restricted course list</b></li> </ul>
<b>Qualification</b>	<ul style="list-style-type: none"> <li>• <b>No. of semester completed:</b> one semester completed by the time of nomination and must be able to provide a transcript with final score</li> <li>• <b>Master Level:</b> one semester completed in a graduate program at their home institution</li> <li>• <b>Cumulative GPA:</b> equivalent to <b>3.0/4.3</b> or higher based on the grading system at student's home university</li> <li>• <b>Language Proficiency :</b> <a href="#">Undergraduate</a> and <a href="#">Graduate</a> (please refer to the direct admission scores under No ESL courses required)</li> </ul>

## Application Process

<b>Application Deadline</b>	<b>Fall Semester &amp; Full-year:</b> April 1, 2024 <b>Winter Semester:</b> April 1, 2024
<b>Required documents</b>	<p><b>All Applicants</b></p> <ul style="list-style-type: none"> <li>• Incoming Exchange Application (link to be sent to nominated students directly)</li> <li>• Personal Statement in English, one page maximum</li> <li>• Academic transcript of records</li> <li>• A list of courses currently being taken, if not listed in your transcript</li> <li>• Proof of English language proficiency, if applicable</li> <li>• Photocopy of passport identification page</li> <li>• Web-based portfolio without any password restrictions (Fine Arts and Creative Writing programs only)</li> </ul> <p><b>For Master level applicants</b></p> <ul style="list-style-type: none"> <li>• Curriculum Vitae (MBA applicants)</li> <li>• Certificate of Bachelor/Master Degree</li> </ul>

<b>Restricted Programs</b>	For a list of restricted courses not open to exchange students, see <a href="#">here</a> <b>50%</b> of the selected courses MUST fall within the same Concordia Program.
<b>Language Proficiency</b>	Applicants whose primary language is not English must provide a proof of English language proficiency, regardless of citizenship. Please refer to the Qualification section above for accepted tests and minimum scores required.

## Registration

<b>Full-time Credit Load</b>	<ul style="list-style-type: none"> <li>• <b>Undergraduates:</b> 12-15 credits (4 -5 courses) per semester</li> <li>• <b>Graduate students:</b> 8 – 9 credits (2-3 courses) per semester</li> <li>• <b>MBA students:</b> 12 credits (4 courses) per semester</li> </ul>
<b>Registration Period</b>	<ul style="list-style-type: none"> <li>• June – September 2024</li> </ul> <p><i>Courses are NOT GUARANTEED. We ask exchange students to be flexible with their course preferences.</i></p>

## Additional Information

<b>Housing</b>	<p><a href="#">On-campus Housing</a> <i>Space in the University Residences is limited and not guaranteed.</i></p> <p><a href="#">Off-Campus Housing</a> The Concordia Student Union's <a href="#">Off-Campus Housing and Job Bank</a> (HoJo) is a great place to start searching for off-campus housing.</p>
<b>Health Insurance</b>	International students attending Concordia University must purchase the <a href="#">Concordia health insurance plan</a> . Only students coming from certain countries that have an agreement with Quebec’s provincial health plan can apply for an <a href="#">exemption</a> .
<b>Immigration</b>	It is the responsibility of all international students studying at Concordia University to ensure that their <a href="#">immigration documents are valid</a> and that they maintain legal status in Canada during the entire duration of their studies and stay in Canada.
<b>Nearest Airport</b>	<a href="#">Montréal-Trudeau (Dorval)</a>
<b>Living in Canada</b>	Helpful <a href="#">tips to succeed living in Canada</a>
<b>Cost of living</b>	To <a href="#">plan a budget</a> , students need an idea of what expenses there will be (tuition fee to be excluded and <a href="#">health insurance fee to be added</a> )