

# WATERLOO | INTERNATIONAL

## Student Exchange Fact Sheet



2011-2012

### CONTACT INFORMATION

**All correspondence should be directed to the respective Study Abroad Manager as a first line of contact with UW, who will liaise with the [faculty representatives](#) as necessary.**

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## THE UNIVERSITY

Since 1957, the [University of Waterloo](#) (UWaterloo) has been producing some of Canada's most innovative leaders and has created an outstanding educational reputation recognized around the world.

UWaterloo offers a variety of programs within its 6 faculties – Applied Health Sciences, Arts, Engineering, Environment, Mathematics, and Science – and is home to over 24,000 undergraduate students and more than 4,300 graduate students. Our international student community includes more than 3,800 international students from over 120 countries around the globe. We offer over 100 exchange programs in more than 30 countries. Our campus is a friendly, supportive, and multicultural environment.

The main campus is located in Waterloo. UWaterloo's other campuses include Cambridge, for the School of Architecture, and downtown Kitchener, home of the School of Pharmacy.

Also located on the main campus and affiliated with UWaterloo are four other institutions - St. Jerome's University, Conrad Grebel University College, Renison University College, and St. Paul's United College. These institutions share in the delivery and administration of academic programs at UWaterloo.

## THE COMMUNITY

The Waterloo region is a student-friendly place with lots of interesting restaurants, music stores, secondhand shops, clothing stores, coffee shops, cinemas, and theatres. There are plenty of things to see and do, such as skating or playing hockey at public outdoor skating rinks, skiing at Chicopee Ski Club, attending local festivals including Oktoberfest, taking the bus to Toronto for the weekend – it is only 1 hour away, canoeing along the Grand River, or taking a day trip to the beach at Grand Bend on Lake Huron

### Facts about the [Region of Waterloo](#):

- Population over 530,000
- 45 minute-drive from Toronto's Pearson Airport
- 1 hour-flight to New York City
- 45 minute-drive to Stratford, home of the largest classical theatre in North America
- 1 hour-drive to Toronto, site of the CN Tower
- 2 hour-flight to Halifax (east coast)
- 2 hour-drive to Niagara Falls, a natural wonder
- 5 hour-flight to Vancouver (west coast)
- 6 hour-drive to Ottawa, Canada's national capital
- 7 hour-drive to Montreal

## ACADEMICS

UWaterloo operates on trimester system (4-month intervals per year offering full academic programs), which we call terms. As such, **please note that each term counts as a 0.5 FTE for number allocation.** Most exchange students study here for one or two terms.

- **Fall Term** – September to December   ➤ **Winter Term** – January to April   ➤ **Spring Term** – May to August

## COURSE SELECTIONS

Exchange students are required to pre-select their courses at UWaterloo when completing their UWaterloo on-line exchange application in order for it to be processed. Generally, exchange students are not able to self-enroll in courses, even though the "course add/drop" option will appear on their Quest account (student registration system), since exchange students are registered as "non-degree" students, and their previous academics are not recorded in the system.

To ensure that students' schedules are processed in a timely manner with minimal scheduling conflicts, please advise your students of the following 3 steps before they make their initial course selections on their on-line exchange application form:

- View **course descriptions** at <http://ugradcalendar.uwaterloo.ca/> (undergraduate) or <http://gradcalendar.uwaterloo.ca> (graduate) and have courses pre-approved for credit transfers at their home institution prior to applying for the exchange.
- Review the **schedule of classes** at [www.uwaterloo.ca/course.php](http://www.uwaterloo.ca/course.php)
  - for course offerings during each term
  - to avoid scheduling/timetable conflicts with course selections
  - **NOTE: Some courses may include supplementary tutorials (TUT) or labs (LAB) in addition to the lectures (LEC). When reviewing the schedule of classes and evaluating time conflicts, students should consider these items as well (if applicable).**
- Select 5-7 courses per term allowing for a couple of "back-up" courses in the event that restrictions or scheduling conflicts arise.

Please note that some courses may be restricted to exchange students. These restrictions are determined by the respective academic department/faculty. Students will be informed of their course approvals once their application has been processed.

## CREDIT SYSTEM

The full-time undergraduate course load at UWaterloo is 5 courses per term (equivalent to 2.5 credits) with a minimum of 3 courses per term (equivalent to 1.5 credits). Most of our courses are assessed as a credit of 0.5 and are approximately 39 teaching hours per term. Some courses may include supplementary tutorials (TUT) or labs (LAB) in addition to lectures (LEC). One undergrad course at 0.5 credits is equivalent to 6 ECTS and one graduate course at 0.5 credits would be equivalent to approximately 9-10 ECTS. Details of specific credit weights and teaching hours per course are available via our Schedule of Classes ([www.uwaterloo.ca/course.php](http://www.uwaterloo.ca/course.php)).

## APPLICATION PROCESS & DEADLINES

Admission Term	Application Deadline
<b>Fall:</b> September – December 2011	March 1, 2011
<b>Winter:</b> January – April 2012	October 1, 2011
<b>Spring:</b> May – August 2012	November 1, 2011

**Please allow up to 8 weeks for the processing of applications and notification of acceptance results. For applicants residing in countries that require added time to process immigration/visa applications, we strongly encourage our partners to submit the applications with this time frame in mind.**

## UNDERGRADUATE STUDENT APPLICATIONS

Please review the complete application instructions at [www.exchange.uwaterloo.ca/howtoapply.html](http://www.exchange.uwaterloo.ca/howtoapply.html). Nominations from the home institution should be directed to the appropriate Study Abroad Manager at UWaterloo.

## GRADUATE STUDENT APPLICATIONS

Please review the complete application instructions at [www.grad.uwaterloo.ca/students/exchangeapp.asp](http://www.grad.uwaterloo.ca/students/exchangeapp.asp). Nominations from the home institution should be directed to the appropriate Study Abroad Manager at UWaterloo.

## ENGLISH LANGUAGE REQUIREMENTS

All incoming exchange students must have sufficient English language skills to be successful in their exchange program of study and should fulfill UWaterloo's English language requirements:

Paper-based TOEFL (PBT)	Internet-based TOEFL (iBT)	IELTS	MELAB	CAEL	New Test PTE (Academic)	EFAS
580; TSE 50	90: writing 25; speaking 25	7.0	85; 80 per section; for co-op programs: speaking 3	70; 60 per band; writing 70; speaking 70	63; writing 65; speaking 65	80% overall in level 400

Students can also improve their English language skills through the [English Language Institute \(ELI\)](#) at Renison University College, which is UW's home for English language classes.

## FEES/EXPENSES

There is no application fee for students applying as incoming non-degree exchange students. Tuition fees for the majority of exchange programs are paid to the student's home institution. However, other fees, including mandatory health insurance and residence, if applicable, are paid to UWaterloo. All applicable fees will be posted on the student's Quest (student information system) account by UWaterloo's Student Accounts Office.

Deadlines for fee payments are available at <http://www.adm.uwaterloo.ca/infofin/students/stdfees.htm>.

Fee payment instructions are available at <http://www.exchange.uwaterloo.ca/nextsteps.html>.

## HEALTH INSURANCE

Please review all the details concerning health insurance at [www.exchange.uwaterloo.ca/nextsteps.html](http://www.exchange.uwaterloo.ca/nextsteps.html)

Once accepted to UWaterloo, **international students are required to purchase medical and hospital insurance through the University Health Insurance Plan (UHIP) and the Supplementary Student Health Insurance Plan (SSHIP)** administered through UWaterloo's FEDS/GSA Health & Dental Plan Office. The applicable health insurance fees will be posted on the students' Quest account approximately one month prior to the beginning of the respective term.

Approximate rates **per term** are as follows and are subject to change:

- UHIP – \$252
- FEDS/GSA Health & Dental – \$150

## 2011-2012 IMPORTANT DATES

NOTE: The official 2011-2012 dates are not yet released. Please refer to the 2010/2011 calendar for approximate dates <http://www.quest.uwaterloo.ca/undergraduate/dates.html>

Undergraduate Term Deadlines	Fall 2011 September – December	Winter 2012 January – April	Spring 2012 May – August
International Student Orientation	Organized through the International Student Office; details/dates available at <a href="http://www.iso.uwaterloo.ca/new_students/index.html">www.iso.uwaterloo.ca/new_students/index.html</a> (see "Orientation Program")		
Classes begin	early to mid September	early January	early May
Classes end	early December	early April	late July
Examination period	December	April	August
Holidays	UW will be closed for the holidays from December 26, 2011 to January 2, 2012		
Official marks released	late January 2012	late May 2012	late September 2012

NOTE: Graduate studies term deadlines are available at [gradcalendar.uwaterloo.ca](http://gradcalendar.uwaterloo.ca) under "Academic Deadlines & Events"

## HOUSING

Details regarding housing options for incoming exchange students are available at [www.exchange.uwaterloo.ca/howtoapply.html](http://www.exchange.uwaterloo.ca/howtoapply.html) (section entitled Housing)

Please note that a non-refundable deposit is required when students accept their offer of residence. Without this deposit, the housing unit cannot be secured.

## LIVING COSTS

Estimated cost of living information including books, supplies, transportation, etc. is available at <http://www.findoutmore.uwaterloo.ca/financing/expenses.php>.

## CANADIAN IMMIGRATION

The Government of Canada regulates international study permits and visas through Citizenship and Immigration Canada ([www.cic.gc.ca](http://www.cic.gc.ca)).

Before students are permitted entry into Canada, they must present certain documents to immigration officials. These documents include a valid passport, Study Permit (if applicable), Temporary Resident Visa (TRV) (if applicable), and admission letter.

Further information about applying for these documents is available in the *Destination Waterloo Handbook*: (<http://www.iso.uwaterloo.ca/destination.waterloo/2-gettingready.html>)

It is the student's responsibility to find out the immigration requirements and to process the necessary documents for travel to Canada. Students can find this information by contacting the Canadian Consular Office nearest to them (<http://www.cic.gc.ca/english/information/offices/missions.asp>).

### 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 generally it is not possible to apply for an initial Study Permit from within Canada, should they decide to remain in Canada for another academic term.

In addition, international students who hold a valid Study Permit may take a part-time job on campus for up to 20 hours per week while they are registered students. International students who do not hold a valid Study Permit are not eligible to work in Canada at all.

### 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](http://www.cic.gc.ca/english/visit/visas.asp)) for a list of countries that require a TRV.

Temporary Resident Visas 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.