University of Victoria
International Student Services Exchange Program

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<td>International Student Services</td>
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<td>University of Victoria</td>
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<td>P.O. Box 3025 STN CSC</td>
<td>University Centre, Room B272</td>
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<td>Victoria, BC V8W 3P2 Canada</td>
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Websites
- University of Victoria: [www.uvic.ca](http://www.uvic.ca)
- UVic International Student Services: [www.uvic.ca/international/students](http://www.uvic.ca/international/students)
- ISS Incoming Exchange Students: [www.uvic.ca/incoming-exchange](http://www.uvic.ca/incoming-exchange)

UVic Contacts

**International Student Services (ISS)**

*General Inquiries*

issinfo@uvic.ca
250-721-6361

Jennifer Oakes, Exchange Student Adviser
incomingexchange@uvic.ca (Incoming)
goglobal@uvic.ca (Outgoing)
250-472-5263

Anne Cirillo, Coordinator International Student Programs
acirillo@uvic.ca
250-853-3959

Tricia Best, Associate Director
issadir@uvic.ca
250-721-6020

**Student Recruitment & Global Engagement**
Carolyn Russell, Director
carolynr@uvic.ca

Exchange Agreements
Important Dates

Winter Session Dates: September 2016 to April 2017

Winter Session Term Dates:
  - First Term: September 7th to December 19th, 2016 (Exam Period: December 5th to 19th, 2015)
  - Second Term: January 4th to April 25th, 2017 (Exam Period: April 7th to 25th, 2016)

Complete list of important dates at UVic: Important Dates

Nomination Process

Students must be selected and nominated by their home university by April 1st, 2016.

Required Information: The nominating Exchange Adviser will send the student’s name, email address, proposed exchange term and area of study to Jennifer Oakes, Exchange Student Adviser, at incomingexchange@uvic.ca

Application Process

The application deadline for September or January exchange terms is May 1st, 2016.

Undergraduate Student Application: UVic International Student Services Incoming Exchange Application

Required Documents: Prospective incoming exchange students will need to letter mail hard copies or email scanned copies of: recent passport-style photograph, copy of official transcript, list of currently registered courses.

Acceptance email: Students who have been accepted to the ISS Student Exchange Program will receive an email that includes: the student’s UVic identification number, a letter of admission and information about preparing for UVic.

Graduate Exchange Program

The application deadline for the 2016/2017 academic year is May 1st, 2016.

Graduate Exchange Student Application Process: Graduate Admissions

Application Process: The graduate exchange admissions process requires sufficient time to complete the evaluation of admission documents and attain approval from the department in which the student wishes to study, possibly 8-12 weeks. Students should plan to apply early to allow enough time to apply for a study permit through Citizenship and Immigration Canada (CIC) and arrange housing in Victoria.

Minimum Requirements: Graduate exchange students are required to meet the minimum requirements for Graduate Admissions as well as the application requirements of the specific academic department in which the student wishes to study. The following additional documents may be required: proof of English language proficiency, GRE results, a separate graduate application form and academic references.

Note: Admission to graduate studies at UVic is competitive and is not guaranteed.
Language of Instruction

The language of instruction at UVic is English.

Non-English majors planning to take an English course should take the Academic Writing Self Placement Test. Select: 1) Academic Writing Requirement (AWR), 2) Selecting an AWR-designated course, 3) self-placement questionnaire.

For-credit English courses are available for incoming exchange students with permission from the English Department. A non-credit English course (ENGL 099) is available for English as an Additional Language students.

A Business English and Communications course (COM 206) may be open to English as an Additional Language students if there is space available.

The UVic English Language Centre offers English courses for an additional fee in the summer before the September exchange term: English Language Centre

Course Selection and Registration

Once students are accepted into the ISS Student Exchange Program they will receive step by step instructions for course selection, course registration, and timetable planning in an email.

Course Request: In advance of their exchange, students will prepare and submit a list of courses they wish to take at UVic. Courses requiring prerequisites must be reviewed; students are required to provide detailed course descriptions, summaries and syllabi. In May 2016, a link to the on-line course request form will be sent to students.

Course Requirements and Prerequisites can be found: UVic Calendar: Courses by Subject Area

Course Registration: Students are required to register for first and second term courses on-line in June 2015.

Registration Restrictions: Students are restricted from registration in Business, Education, Engineering, Fine Arts, Human and Social Development and Law courses unless the exchange agreement with our partner university includes these Faculties. A limited selection of unrestricted courses in Business and Fine Arts are available for registration and can be reviewed here: Exchange Restrictions
European Credit Transfer System (ECTS)
Each one-term course at UVic is typically worth 1.5 units, which is equal to 6 ECTS credits.

Grading
Undergraduate Grading Scale: [UVic Undergraduate Programs](#)
Graduate Grading Scale: [UVic Graduate Programs](#)

Preparing for UVic
Valuable information about immigration documents, health insurance, working in Canada and other important topics is available on the International Student Services website: [Preparing for UVic](#)

UVic Orientation
UVic offers a comprehensive orientation program to assist new students with their transition to academic and student life in Canada.

**Arrival in Canada:** Incoming exchange students should plan to arrive in Canada on or before September 1st, 2016.

**International Student Welcome event:** Incoming exchange students must attend the International Student Welcome event in September 2016. The event will offer relevant information about immigration documents, health insurance, banking, cell phone plans, Canadian culture and much more.

**UVic Orientation:** UVic offers six weeks of orientation with informative, interactive and engaging activities throughout.

**Registering for UVic Orientation events:** Registration is required for the International Student Welcome event and other UVic Orientation events. Details will be available on the [UVic Orientation](#) website in May 2016, and registration will open in mid-June 2016.

International Opportunities Fair
The International Opportunities Fair is scheduled for November 2016. It is a great opportunity for incoming exchange students to showcase their home universities and countries to UVic students. Incoming exchange students are expected to participate in this event.
On-Campus Housing

Residence Services at UVic offers on-campus dormitory rooms OR cluster units (private bedroom with shared kitchen and living room). More information: [Living on Campus](#)

**Applying for On-Campus Housing:** Once students have been accepted to the ISS Exchange Program and have received their UVic Student number (which begins with V00), and have created their Netlink ID, they may apply for on-campus housing as early as March 2016. Students without a V00 number will not be eligible for on-campus housing. Incoming exchange students planning to live on campus should apply as early as possible to increase their chances of getting a room. More information: [UVic Housing](#)

**Application Fee:** Residence application fee is CAD$50 (non-refundable). UVic on-campus residence spaces are limited and placement is not guaranteed.

**Cancellation Fee:** On-campus accommodation is limited, therefore cancellation fees apply: [Refund and Cancellation Policies](#)

**Minimum Course Registration Requirement:** Exchange students living in on-campus housing must be registered in a minimum of 4.5 UVic units per term.

**Moving in to On-Campus Housing Early:** If students are registered for UVic’s International Student Welcome event in September 2016, they will be eligible to apply for early arrival to on-campus housing. Additional fees apply. For more information: [Early Arrival](#) (The contents of this linked page will be updated in June 2016 with new details about early arrival).

Off-Campus Housing

Students can choose to organize their own living arrangements off campus.

**Arrival:** Students planning to live off campus should arrive at least two weeks before classes begin in order to allow for enough time to find housing.

More information is available on the International Student Services website: [Preparing for UVic](#)

**Homestay Program:** [UVic Homestay](#)
UVic Global Community Initiative

The **UVic Global Community** is a program area within International Student Services (ISS) that involves international, indigenous and domestic students, staff and faculty working together to celebrate diversity, advance inter-cultural competency and cultivate an inclusive and globally minded campus. Through many partnerships and community connections, our programs support international students’ transition, integration and academic success.

*Website: [UVic Global Community](#)*

**UVic Global Community Facebook Group**: Regular updates about programs, services, volunteer opportunities, important dates, informative articles and events! Students are encouraged to subscribe in advance of arriving in Canada.

*Join the GC Facebook Group: [UVic Global Community Facebook Group](#)*

**UVic Global Community Newsletter**: This bi-weekly on-line publication is designed to provide important, interesting and useful information for all international and exchange students. Students are encouraged to subscribe in advance of arriving in Canada.

*Here is an example: [UVic Global Community Newsletter](#)*

*Subscribe to the GC Newsletter: [Newsletter Subscription](#)*

*(No need to create a password – simply enter email address and click subscribe!)*

**UVic Global Community Mentorship Program**: The UVic Global Community Mentorship Program offers friendship and guidance for international and exchange students as they navigate their social and academic transition to UVic. Students are encouraged to apply to be matched with a GC Mentor before arriving in Canada.

*To be matched with a GC Mentor, complete the online application form: [Mentorship Program Application](#)*

**UVic Global Community Conversation Partners Program**: The Global Community Conversation Partners Program provides students, who have English as an additional language, with opportunities to practice, build confidence and improve their conversational English skills. Students are encouraged to apply to be matched with a GC Conversation Partner before arriving in Canada.

*To be matched with a GC Conversation Partner, complete the online application form: [Conversation Partner Program Application](#)*

**Presentations, Workshops and Events**: GC partnerships, connections and collaborations create many opportunities for students to engage with the campus community!

*Luncheon at the First Peoples House 2014: [Check out this great video!](#)*

*International Students find a home at UVic: [Check out another great video!](#)*
About UVic

UVic is more than a top research university in a breathtaking location. We’re a university of achievement, a university of curiosity, a university of real-life learning, and so much more.

UVic’s Virtual Tour: Virtual Tour

Find out what the University of Victoria offers: About UVic

A Top-ranked Canadian University: In early 2013, UVic was ranked number 20 globally and first in Canada among universities less than 50 years old by Times Higher Education (THE). It also ranks in THE's elite global list of the top 200 universities, which includes approximately one per cent of the world's best institutions. Learn more about our rankings.

Connect with UVic:
- UVic on Facebook
- UVic on Instagram
- UVic on Weibo

About Victoria, British Columbia, Canada

Canada is renowned for its vast natural landscapes and diverse culture. British Columbia (BC), on the West Coast, is home to iconic mountains and stunning coastlines. Victoria is the capital city of British Columbia, situated on the southern tip of Vancouver Island. The climate is mild year-round, with the warmest winters in Canada, and more sunshine than many areas of coastal BC. It is a beautiful and welcoming city offering outdoor activities, an engaged community, a vibrant social scene, and a rich history that combines First Nations, British, European and Asian traditions.

Attractions: Victoria is home to the world famous Butchart Gardens, the Royal BC Museum, the BC Parliament Buildings and other historical buildings, sightseeing, whale watching, theatre and entertainment, and a broad array of cuisines. Victoria was rated as the #1 destination to visit in Canada by the 2010 TripAdvisor Travelers’ Choice Awards, and continues to attract visitors and students from across Canada and the world.

More information: Learn more about Victoria and British Columbia:
- Tourism Victoria
- Victoria Destination British Columbia
- UVic Future Students: About Victoria