

# International Programs Office 2019- 2020 International Exchange Program



Queen's University is one of the few universities in Canada with an integrated Faculty of Arts and Science. This integrated structure allows students to choose from a large selection of academic courses available at Queen's in the creative arts, humanities, social sciences, languages, and life and physical sciences. The focus in the Faculty of Arts and Science is on developing the whole person: preparing citizens for an increasingly global society. Rather than passively absorbing knowledge, students learn how to investigate and think for themselves, putting their newly acquired knowledge to work.

The International Programs Office (IPO) provides academic support for internationalization in the Faculty of Arts and Science by delivering information and counsel to undergraduate Arts and Science students about international opportunities. The IPO also works cooperatively with its exchange partners all over the world and facilitates the integration of incoming students from partner universities into courses in the Faculty of Arts and Science.

## CONTACT INFORMATION

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## NOMINATION/APPLICATION

Partner exchange offices will be emailed the link to the Queen's website at the end of January 2019 to nominate their students for the exchange program. After receiving the nomination, the Queen's Admissions Office will contact the student at their home university email address, provided in the nomination, to direct the student to the Queen's exchange online application. Please note, application instructions will not be emailed to external addresses (i.e. Gmail).

Term	Nomination Deadline	Application Deadline	Classes Begin/End** (including exam period)
Fall 2019 & Full Year 2019-20	1 April 2019	30 April 2019	5 September 2019 – 19 December 2019
Winter 2020	1 September 2019	Early: 30 April 2019 Final: 30 September 2019*	6 January 2020 – 25 April 2019

\* More course enrollment opportunities will be available for Winter applications received by the 30 April 2019 deadline.

\*\*Dates are subject to change.

## ORIENTATION SESSIONS FOR EXCHANGE STUDENTS

The IPO offers an academic orientation session at the start of each term for incoming Arts and Science exchange students. The session provides information about academic programs in the Faculty of Arts and Science, course registration, the academic culture at Queen's, contacting professors, and the role of teaching assistants.

The Queen's University International Centre (QUIC) runs an orientation session that covers students' rights and responsibilities, opportunities to make the most of their time at Queen's, the numerous student services available to make their sojourn successful, as well as travelling in Canada and the United States. Information about the QUIC orientation program is available at <http://quic.queensu.ca/international-students-and-staff/welcome-and-orientation/>.

The Arts and Science Undergraduate Society (ASUS), the student government representing Arts and Science students at Queen's, runs the Exchange Buddies Program, which groups incoming exchange students with upper-year Arts and Science students. Incoming exchange students will receive an invitation to join the ASUS Exchange Buddies program once they have confirmed their acceptance to attend Queen's.

## LEARNING EXPECTATIONS

\*We encourage students visit the resource made by our Queen's Student Academic Success Services: <https://sass.queensu.ca/students/international>

**Language of Instruction:** English

**Course Load:** Exchange students are recommended to take a minimum of 12.0 units and a maximum of 15.0 units per term; 24.0 to maximum of 30.0 units for the full year. Please note that 12-15 units typically represent 4-5 courses per semester.

**Course Weight:** Full-year 6.0 unit courses extending throughout the Fall-Winter session and 3.0 unit courses offered within the Fall or Winter terms. A 6.0 unit course normally involves 220-260 hours of learning hours (laboratories and tutorials may also be required); a 3.0 unit course involves 110-130 hours of learning hours.

**Course Types:** L = Lecture; S = Seminar; T = Tutorial; P = Practical (e.g. laboratory, workshop, studio)

**Grading:** Queen's has a letter-based grading system and a 4.3 scale grade point average (GPA).

A+ 4.3	B+ 3.3	C+ 2.3	D+ 1.3	F 0.0
A 4.0	B 3.0	C 2.0	D 1.0	
A- 3.7	B- 2.7	C- 1.7	D- 0.7	

**Course Choices:** Arts and Science courses are open to exchange students provided that they have the appropriate prerequisite courses. Please note that availability may be limited in some departments. Students may have the option to take courses from another Faculty; however, the majority of courses must be in the Faculty of Arts and Science. Students are not permitted to enroll in courses offered by the Faculty of Law.

**Examinations:** Requirements vary for each course. An extra half hour during final examinations is available to exchange students whose first language is not English.

## ACADEMIC ADVISING

Arts and Science exchange students are encouraged to meet with an adviser at the IPO to discuss their course selections. While every effort is made to place students in the courses requested, it is not always possible to fulfill all requests. To maximize entry to courses, partners should continue to select students who may have greater flexibility in their academic program while on the exchange program. Students are encouraged to explore all options in the creative arts, humanities, life and physical sciences, languages, and the social sciences when selecting courses.

## ACADEMIC PROGRAMS IN ARTS & SCIENCE

Courses for the 2019-20 academic year may be found on individual departmental websites starting in April 2019. Visit <http://www.queensu.ca/artsci/programs-and-degrees> to access the department websites. Students may also wish to consult the Faculty of Arts and Science Course Calendar, which lists all courses offered in the last five years (<http://www.queensu.ca/artsci/programs-and-degrees/academic-calendar>). Students are advised to consult the departmental websites and the IPO website (<http://www.queensu.ca/ipo/incoming-students/exchange/academics>) for the most current course information. The 2019-20 course timetable will be available in June 2019 on SOLUS (Student On-Line University System). Exchange students will require their Queen's NetID and password for access to SOLUS.

Social Sciences	Humanities	Life & Physical Sciences	Creative Arts	Languages
Economics	Art History	Biochemistry	Drama	Anishinaabemowin Language
Environmental Studies	Classics	Biology	Film & Media	Arabic Language
Gender Studies	English Language & Literature	Chemistry	Visual Arts	Chinese Language
Geography	History	Computing	Music	French Studies
Global Development Studies	Jewish Studies	Environmental Science		German Language & Literature
Indigenous Studies	Philosophy	Geography		Hebrew Language & Literature
Kinesiology & Health Studies	Religious Studies	Geological Sciences		Inuktitut Language
Political Studies		Life Sciences		Italian Language & Literature
Psychology		Mathematics & Statistics		Japanese Language
Sociology		Physics & Astronomy		Languages, Lit and Cultures
		Psychology		Linguistics
				Mohawk Language
				Portuguese Language
				Spanish Language & Literature

## APPROXIMATE LIVING COSTS

	One Term	Two Terms
<b>On-Campus Housing</b>		
Residence Fees (excluding meal plan)	\$3,940	\$7,880
ResNet (Internet fees)	\$80	\$160
Student Council Fees	\$57.50	\$115
Meal Plans*	Range between \$860 - \$4,160	
<b>Off-Campus Housing</b>		
Rent and utilities	\$2,400-3,800	\$4,800-7,600
<b>General Expenses</b>		
Food	\$1,080 (approx.)	\$2,160 (approx.)
University Health Insurance Plan (UHIP) Medical Insurance ( <b>mandatory</b> )	\$208	\$416
AMS Supplementary Medical Insurance ( <b>optional</b> )	\$284.05	\$284.05
Textbooks and Supplies (costs vary by program)	\$600-800 (approx.)	\$1,200-2,500 (approx.)
Telephone (plans vary; long distance charges may cost more)	\$100-220 (approx.)	\$200-440 (approx.)
Clothing/Laundry	\$240-280	\$480-560
Miscellaneous (not including additional travelling)	At least \$600	At least \$1,000
Local bus service	Free	Free

\*Meal Plans for students who choose to live in residence vary by plan. Please visit: <https://dining.queensu.ca/av-meal-plans/>

These figures are based on 2018-2019 costs and are subject to change. Students may wish to view the most up-to-date living costs on the Student Awards website at <http://www.queensu.ca/studentawards/costs>

## HOUSING

### On campus (residence)

Many exchange students mention that they enjoy the convenience of staying in residence. To find more information about Queen's residences, please visit <https://residences.housing.queensu.ca/coming-to-residence/how-to-apply/applications-by-student-type/exchange-students/>. Please note, all residence allocations are made through a lottery system and housing in residence cannot be guaranteed.

### Residence Application & Deposit Deadlines

**Full Year/Fall Term:** Applications open March 1<sup>st</sup>, 2019 with a 2019 deadline to be determined.

**Winter Term:** Applications open Oct 1<sup>st</sup>. Note: Winter rooms are allocated on a first come, first served basis.

### Off campus

Upper-year Queen's students often live off-campus, and many exchange students choose this housing option. Sometimes exchange students are able to find accommodation in a house with Queen's students who need an additional housemate. Finding living arrangements in Kingston can be a challenge – especially in the Fall term. It is recommended that students who choose to live off-campus should come to Kingston at least one week in advance to find adequate accommodation.

One of the best off-campus housing option for exchange students is the Kingston Student Housing Co-operative (aka Science '44 Co-op): <http://www.studenthousingkingston.ca/>.

Additional Housing Resources can be found here:

- <https://quic.queensu.ca/resources/housing-support/long-term-options/>

It is recommended that students do not sign a lease or send rent money to a landlord before arriving in Kingston. For advice on finding accommodation, please visit the International Housing Office website at:

<http://quic.queensu.ca/resources/housing-support/long-term-options/international-housing-office-listings/>. The following map may help to determine the proximity of these properties to Queen's campus:

<http://quic.queensu.ca/resources/housing-support/long-term-options/international-housing-office-listings/housing-maps/>

Students arriving in the Fall who do not have permanent accommodation arranged may request a temporary residence room while they conduct their housing search. For more information or to make a reservation (Queen's University student ID number is required), e-mail [event.services@queensu.ca](mailto:event.services@queensu.ca).

## STUDENT SERVICES

### Queen's University International Centre (QUIC)

The QUIC provides non-academic support service for international exchange students through its various programs and activities throughout the academic year. For more information about QUIC and its services for exchange students, visit <http://quic.queensu.ca/international-students-and-staff/>.

### On-Campus Facilities

Queen's University offers a range of facilities on-campus including libraries, information technology services (ITS), the Campus Bookstore, health services, and various cafeterias, as well as an assortment of places to meet and relax with friends, such as pubs and cafés. Students will also have access to the Queen's Centre, a modern, multi-purpose complex in the heart of campus, which includes an aquatic centre, gymnasiums, a large cardio and weight area, dance studios, squash and racquetball courts, and an extensive student-life space. The Queen's Centre integrates academics, sports and recreation, and student and community activities. Exchange students receive a Queen's student card and have the same rights and privileges as a full-time Queen's student, including a free City of Kingston bus pass. Find out more about Queen's at <http://www.queensu.ca/campuslife>.

### Student Wellness Services

Student Wellness Services supports the personal, academic, and social development of students at Queen's University by providing a range of programs and services appropriate to their needs. Visit <http://www.queensu.ca/studentwellness> for details.

## VISAS AND STUDY PERMITS

*This information is subject to change. Please consult the links below for the most up-to-date information.*

### Study Permit

Students planning to study in Canada **for 6 months or less** do *not* require a Study Permit. For any period longer than 6 months, a Study Permit is required. A Study Permit is needed to work on campus, regardless of the length of study period. Exchange students may not work off campus.

Study Permit applications cost approximately \$150 CAD (or equivalent in local currency). Applications should be submitted as soon as possible.

General requirements for a study permit application may include, though may not be limited to:

- A valid passport;
- Proof of acceptance from Queen's University (in the form of a letter of admission to Queen's);
- Evidence of adequate funds to cover the cost of living expenses for the student and any dependents coming to Canada. Evidence includes personal bank statements and/or letters pledging financial support, from family or other sponsors;
- **Any further documents required by the applicant's visa office;**
- *A medical examination may be required.*

Visit <http://quic.queensu.ca/international-students-and-staff/canadian-permits-and-visas/studying-in-canada/> for more information.

### Temporary Resident (entry) Visas

Citizens of some countries and territories require a visa to visit Canada.

Students from some countries may also require a Temporary Resident (entry) Visa. *A Temporary Resident Visa (if required) will be issued automatically as part of a successful Study Permit application.*

Visit <http://quic.queensu.ca/international-students-and-staff/canadian-permits-and-visas/working-in-canada/> for more information.