EXPERIENCE HEC MONTRÉAL

Building on our excellence in teaching and research, HEC Montréal is a French-language institution open to the world and solidly rooted in Quebec society, that trains management leaders who make a responsible contribution to the success of organizations and to sustainable social development.

HEC Montréal's vision is to be a hub of management knowledge that inspires, innovates and make a mark worldwide, thanks to the quality and relevance of its teaching and research, its influence and engagement in the local, national and international communities and its human-centered, responsible and collaborative approach.

At HEC Montréal, students benefit from a quality education known for its pragmatic approach and relevance in today’s world. That’s why they promote dynamic learning based on practice and exchanges, which includes simulations, debates, role-playing, hands-on work, case studies and oral presentations.

Coming to HEC Montréal is an opportunity to take advantage of a stimulating learning environment and to experience Montreal, one of North America’s most creative and welcoming cities.

Montreal is again named among the world's top 15 student cities, according to a study by the Quacquarelli Symonds (QS) Institute (2023).

About HEC Montréal

HEC Montréal—Campus Côte-Sainte-Catherine
CALENDARS

Our academic year is divided into three semesters: Fall, Winter and Summer. The Summer Semester is not open to exchange students.

<table>
<thead>
<tr>
<th>EXCHANGE KEY DATES</th>
<th>FALL 2023</th>
<th>WINTER 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Period</td>
<td>August 26 –</td>
<td>January 5 –</td>
</tr>
<tr>
<td></td>
<td>December 19</td>
<td>April 29</td>
</tr>
<tr>
<td>Nomination Period</td>
<td>March 1 – April</td>
<td>March 1 –</td>
</tr>
<tr>
<td>for Partners</td>
<td>15</td>
<td>September 15</td>
</tr>
<tr>
<td>Admission Letters</td>
<td>Online</td>
<td>Online</td>
</tr>
<tr>
<td></td>
<td>End of April</td>
<td>End of September</td>
</tr>
<tr>
<td>Application Period</td>
<td>April 15 – May 1</td>
<td>September 15 –</td>
</tr>
<tr>
<td>for Students</td>
<td></td>
<td>October 1</td>
</tr>
<tr>
<td>Course Registration</td>
<td>June 7 – 19</td>
<td>November 1 –</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13</td>
</tr>
<tr>
<td>Mandatory Online</td>
<td>April 28 &amp; May 26</td>
<td>October 27 &amp;</td>
</tr>
<tr>
<td>Orientation</td>
<td></td>
<td>December 1</td>
</tr>
<tr>
<td>BBA mid-semester</td>
<td>October 18 – 24</td>
<td>February 23 –</td>
</tr>
<tr>
<td>exams</td>
<td></td>
<td>29</td>
</tr>
<tr>
<td>BBA reading week</td>
<td>October 25 – 31</td>
<td>March 1 –</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7</td>
</tr>
<tr>
<td>BBA final exams</td>
<td>December 6 – 19</td>
<td>April 16 –</td>
</tr>
<tr>
<td></td>
<td></td>
<td>29</td>
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</table>

SCHOOL CLOSURE

<table>
<thead>
<tr>
<th>SCHOOL CLOSURE</th>
<th>FALL 2023</th>
<th>WINTER 2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Day</td>
<td>September 4, 2023</td>
<td></td>
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<tr>
<td>Thanksgiving</td>
<td>October 9, 2023</td>
<td></td>
</tr>
<tr>
<td>Holidays</td>
<td>December 20, 2023 – January 4, 2024</td>
<td></td>
</tr>
<tr>
<td>Easter</td>
<td>March 29 - April 1, 2024</td>
<td></td>
</tr>
</tbody>
</table>

ADMISSION PROCESS

Admission Website

EXCHANGE PERIOD

Nominations may be done for one semester or one full year. Students cannot extend their stay once arrived in Canada.

NOMINATION PERIOD

For full-year nominations starting in January or difficulties respecting our deadlines, contact us.

ONLINE NOMINATION

Partners must complete the online nomination via the portal.

Partner User ID and Password: previously provided.

A nomination guideline will be sent to partners prior to the nomination period.

ADMISSION LETTERS

Upon nomination:

Students will receive a confirmation of admission and information on application by email.

Students will be able to upload their Admission letter via HEC en ligne

ENTRY REQUIREMENTS

For 1 semester (less than 6 months)

Depending on students citizenship, a visitor visa (temporary resident visa) or an Electronic Travel Authorization (eTA) is needed.

For 2 semesters (more than 6 months)

Students must apply for a Quebec Acceptance Certificate (CAQ) and a Canadian Study Permit.

Depending on students citizenship, a visitor visa (temporary resident visa) or an Electronic Travel Authorization (eTA) is also needed.

Students must bring all their original documents.

STUDENT ONLINE APPLICATION

Students must complete the online application via HEC en ligne.

Valid passport and birth certificate required

User IDs and passwords are directly sent to students.

For procedures

Easter
ACADEMIC INFORMATION

STUDYING IN THE BBA PROGRAM

BBA courses are offered in different and sometimes mixed formats: lectures, case studies, class discussions, simulations, seminar, etc.

The BBA is intended as a full-time program and classes are offered mainly during the day-time and week days. Class size is usually about 60 students.

WORKLOAD REQUIREMENTS

Each course has a weight of 3 credits (6 ECTS). Local students take 15 credits (30 ECTS) per semester; a minimum of 12 credits (24 ECTS) is required to be considered a full-time student.

A 3-credits course consists of 45 contact hours and an additional 90 hours of personal work for a total of 135 hours.

Workload for exchange students to comply with HEC Montréal regulations:

> Minimum: 12 credits (4 courses, may include 1 language course)
> Maximum: 18 credits (5 business courses plus 1 language course)

Note:
> No more than 5 business courses are allowed per semester
> No more than 1 language course is allowed per semester

ACADEMIC INFORMATION

Languages of instruction at HEC Montréal are French, English and Spanish.

For business courses given in French:
> Textbooks in English are sometimes used
> Exams can be written in English upon the teacher's approval

Students are not required to demonstrate any language proficiency.

As indication only, refer to the recommended scores in the chart beside.

EXAMS AND TRANSCRIPTS

No retakes nor rescheduling of mid-semester or final exams allowed.

Transcripts are sent to the home institution approximately 6 weeks after the semester.

EVALUATION AND GRADING SYSTEM

Each course has its own means of evaluation.

Grading of courses and other evaluated learning activities is done by a letter system, with each letter corresponding to a numerical value according to the scale presented beside.

SPECIALIZATIONS

> Applied Economics
> Applied Economics, Finance, and Mathematics
> Business Analysis — Information Technologies
> Business Analytics
> Business Intelligence
> Entrepreneurship
> Finance
> Human Resources Management
> International Business
> Logistics & Operations Management
> Management
> Marketing
> Project Management
> Sustainable Development Management

<table>
<thead>
<tr>
<th>ADVANCED INTERMEDIATE</th>
<th>RECOMMENDED SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH</td>
<td></td>
</tr>
<tr>
<td>TOEFL Internet Based Test (IBT)</td>
<td>72—94</td>
</tr>
<tr>
<td>IELTS</td>
<td>5.5—6.5</td>
</tr>
<tr>
<td>FRENCH</td>
<td></td>
</tr>
<tr>
<td>TFI</td>
<td>750—845</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BBA NUMERICAL VALUE / MARK</th>
<th>EVALUATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.3 / A+</td>
<td>Exceptional</td>
</tr>
<tr>
<td>4.0 / A</td>
<td>Excellent</td>
</tr>
<tr>
<td>3.7 / A-</td>
<td></td>
</tr>
<tr>
<td>3.3 / B+</td>
<td>Very good</td>
</tr>
<tr>
<td>3.0 / B</td>
<td></td>
</tr>
<tr>
<td>2.7 / B-</td>
<td>Good</td>
</tr>
<tr>
<td>2.3 / C+</td>
<td></td>
</tr>
<tr>
<td>2.0 / C</td>
<td>Fair</td>
</tr>
<tr>
<td>1.7 / C-</td>
<td></td>
</tr>
<tr>
<td>1.3 / D+</td>
<td></td>
</tr>
<tr>
<td>1.0 / D</td>
<td></td>
</tr>
<tr>
<td>0.0/ E</td>
<td>Fail</td>
</tr>
</tbody>
</table>
COURSE REGISTRATION

Registration Instructions

REGISTRATION PERIOD

We recommend that students register as soon as the system opens since registration for courses is on a first come, first served basis.

BUSINESS COURSE OFFER

Course list for exchange students is available as of mid-May for the full academic year. Updates are made prior to each semester.

Course list for exchange students

COURSE OUTLINES PREREQUISITES

Before registering for a course, students must make sure to meet the prerequisites.

Refer to the course portal
Detailed syllabus

BUSINESS LANGUAGE COURSES

For students wishing to improve their business language skills in French, English or Spanish, we offer:

Business French
6 levels: Novice to Advanced

Business English
4 levels: Intermediate to Expert

Business Spanish
5 levels: Beginner to Advanced

The course has a weight of 3 credits.

Only one language course per semester is allowed.

An Online Placement Test is required and must be taken during the course registration period.

MEDICAL & HEALTH INSURANCE

HEC Montréal Health Insurance Website

COMPULSORY HEC MONTRÉAL HEALTH PLAN

It is compulsory for all incoming exchange students to purchase the Sun Life Company Health Insurance Plan from HEC Montréal. The Health Insurance Plan covers prescription drugs, medical and hospital expenses. No other private health insurance plan is accepted.

Payment is required upon arrival by credit card or international bank card only (no cash accepted).

Cost*:
> $396 CA for one semester
> $605 CA for 2 semesters in the same academic year

*Subject to change without notice

RECIPIROCAL SOCIAL SECURITY AGREEMENTS

Citizen students of Belgium, Denmark, Finland, France, Greece, Luxembourg, Norway, Portugal, Romania, and Sweden may be exempted from the compulsory HEC Montréal Health Plan by being covered by the Régie de l’assurance maladie du Québec (RAMQ).

To be eligible, students must have the nationality and residence of one of the countries listed above.

To validate their eligibility and for further information, students must refer to the RAMQ website.

Prior to arrival, students must obtain the required document from their Country’s Social Security.

Upon arrival, students must provide the document and follow further procedures. Once the process is completed, the compulsory premium will be waived.
ACCOMMODATION

OFF-CAMPUS HOUSING EXCLUSIVE OFFER FOR EXCHANGE STUDENTS

> Get Your Place
> Student Flat
> IRIE Location

ASSISTANCE

> Housing (Website)
> Housing for exchange students (Facebook)
> Logement@hec.ca (Email)

ORIENTATION

MANDATORY ORIENTATION

Orientation Website

WELCOME ACTIVITIES

The student committee “HEChange” organizes fee-paying activities for exchange students. Although participation is on a voluntary basis, it is highly recommended.

For more information or to contact the student committee “HEChange”

HEChange@hec.ca (Email)

LIVING EXPENSES

Average range from $6,000 to $7,000 CA per semester (4 months)

<table>
<thead>
<tr>
<th>EXPENSES</th>
<th>AVERAGE COST ($ CA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation</td>
<td>3,500</td>
</tr>
<tr>
<td>Food</td>
<td>2,000</td>
</tr>
<tr>
<td>Local transportation</td>
<td>225</td>
</tr>
<tr>
<td>Personal expenses</td>
<td>1,500</td>
</tr>
<tr>
<td>Insurance</td>
<td>396</td>
</tr>
<tr>
<td>Total</td>
<td>7,000 to 9,000</td>
</tr>
</tbody>
</table>

ADVISING AND COUNSELING SERVICES

> Psychological support and well-being
> Support for students with disabilities
> Academic support
> Immigration (Email)

INTERNATIONAL STUDENT MOBILITY FAIR

During the Fall semester, HEC Montréal organizes a colorful and dynamic International Fair. We will ask your students to participate and be creative when representing their home university. Prior to the event, we will ask you to send supporting promotional material and encourage your students to actively participate.
EDUCATION SYSTEM

QUEBEC EDUCATION SYSTEM
In Canada, there is no integrated national system of education. Post-secondary education is the responsibility of provincial and territorial governments.

In the province of Quebec, post-secondary studies are partly done in college and in university. Students from outside Quebec will complete the BBA program in 4 years (1-year preparatory plus 3-year BBA program).

<table>
<thead>
<tr>
<th>EDUCATION LEVELS</th>
<th>STUDENTS FROM QUEBEC (YEARS)</th>
<th>STUDENTS FROM OUTSIDE QUEBEC (YEARS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Secondary</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>University College</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>University (BBA Preparatory Year)</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>University (BBA Program)</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Undergraduate Studies – Bachelor Diploma</td>
<td>16 years of studies</td>
<td></td>
</tr>
<tr>
<td>University (MSc Program)</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>Graduate Studies – Master Diploma</td>
<td>18 years of studies</td>
<td></td>
</tr>
<tr>
<td>University (PhD Program)</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Graduate Studies – Doctorate Diploma</td>
<td>22 years of studies</td>
<td></td>
</tr>
</tbody>
</table>

ECTS EQUIVALENCE
HEC Montréal uses a credit-unit based system. Each academic year has a weight of 30 credits / 60 ECTS.

<table>
<thead>
<tr>
<th>BBA PROGRAM</th>
<th>CUMULATIVE UNITS (CREDITS)</th>
<th>CUMULATIVE UNITS (ECTS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last year of University College</td>
<td>30</td>
<td>60</td>
</tr>
<tr>
<td>Preparatory year</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st year</td>
<td>60</td>
<td>120</td>
</tr>
<tr>
<td>2nd year</td>
<td>90</td>
<td>180</td>
</tr>
<tr>
<td>3rd year (final year)</td>
<td>120</td>
<td>240</td>
</tr>
</tbody>
</table>
CONTACTS

FOR STUDENTS
Incoming@hec.ca

FOR PARTNERS

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LOCATED IN THE HEART OF MONTREAL

HEC Montréal is located right in the heart of Montreal, a dynamic university city that attracts top talent from around the world.
Second in North America for the number of students per capita, it offers a stimulating environment for studies and research. It is also, a vibrant metropolis, known worldwide for its tremendous variety of cultural activities, that will provide exchange students an exciting adventure along with an excellent educational experience.

New York, Boston, Toronto, Ottawa and other great North American cities are within a few hours.

LANGUAGES IN CANADA

Canada has two official languages: French and English. In the province of Quebec, French is the official language.

In Montreal, French and English speaker live side by side. Montreal is also a multiethnic city and therefore, multilingual.

Montreal International

MEDIA

Get the HEC Montréal Experience (Video)
Video Library
Photo Library