



MCGILL UNIVERSITY

EXCHANGE PROGRAM FACT SHEET

QUERIES FROM STUDENTS & STAFF

mcgill.ca/mcgillabroad
studentexchanges@mcgill.ca
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3415 McTavish St.
Montreal, QC, Canada
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*This is an interactive fact sheet
Look for this icon!*



Bienvenue à Montréal!

There's no place in the world quite like Montreal. It is a city steeped in culture and infused with internationalism. Of Montreal's 3.6 million residents, nearly 800,000 were born outside of Canada. A further 220,000 are students at universities or other professional post-secondary programs, making Montreal one of the world's most student-friendly cities. Its safe, socially vibrant setting makes Montreal one of the world's most livable cities.

McGill University is a thriving city within a city – a community of learners where passionate, independent minds come together to combine their great ideas and make even greater ones. It's a place pulsing with life, where our students – 35,000-strong from about 150 countries – are earning their places at the vanguards of their fields – from music to medicine, from the art of architecture to the science of sustainability.

CONTACTS

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AGREEMENTS & PARTNER VISITS
Details on our website 
mcgillabroad@mcgill.ca

24 hour emergency number:
McGill Security +1 514 398 3000

More about Montréal 



AGREEMENTS & RESTRICTIONS

Students can be accepted to the exchange program for one semester or the full year (Fall start only). The preference is to have an even number of students nominated for each term - please do not send all in one term.

In general, students should be enrolled in the same program at their home university OR present sufficient educational background in chosen subject area.

MUSIC

- strongly recommend starting in the Fall term
- must be registered in same program at home university
- certain course restrictions apply and students may be responsible for supplemental fees associated with particular courses
- applicants who wish to participate in lessons, ensembles, or other performance classes are required to submit a recorded audition for evaluation

ENGINEERING, MANAGEMENT

- limited spaces in all Engineering disciplines
- **limited to 2 nominations per term for non-faculty specific agreements**
- students may be responsible for supplemental fees associated with particular courses

LAW, ARCHITECTURE

- normally not open to university-wide agreements (space permitting)
- must be registered in same program at home university
- for Law, refer to the Law Fact Sheet for further instructions (available on partner request)
- for Architecture a portfolio is required

GRADUATE PROGRAMS

- courses at the 600-700 level ONLY
- **MUST** verify if exchange is possible (not all programs are open)
- must apply by program specific deadlines (not general deadlines)

Faculties not open for Exchange: Medicine, Dentistry, Continuing Studies


Students may take up to 1 course in the School of Continuing Studies with permission from their admitted faculty, see Registration section.

Academic calendar

Fall 2022 August 31 to December 21, 2022
(including exam period)

Winter 2023 January 4 to April 28, 2023
(including exam period)

Summer 2023 Not open for exchanges

NOTE: Students should wait for the **FINAL 2022-2023 exam schedule** to be available on McGill's website **prior to making any travel arrangements** for the end of the term. If they must book their flight in advance, students must book a flight for any date **AFTER** the end dates listed here. 



NOMINATION & APPLICATION PROCESS

When extenuating circumstances arise, exchanges may be cancelled by McGill at any time. Nominated students should monitor the McGill Abroad website for relevant updates. 

Nomination Deadlines (Undergraduate)

Fall or full year: March 15

Winter (Spring): September 15

Exchange coordinators should submit their nominations by the indicated deadlines. A link to the nomination webform will be sent to the university's exchange coordinator once available.

Once the nomination has been approved, students should be provided with a copy of this fact sheet for the next steps in the process.

Our office will NOT send application instructions directly to students.

Application Periods (Undergraduate)

Fall start: February 1 to April 1

Winter (Spring) start: August 1 to October 1

After a student is nominated by their home university, they must complete the online application and provide required supporting documentation.

Requirements:

- Have a minimum CGPA of 3.0 (on a 4.0 scale), B average
- Demonstrate proficiency in English if the home university's primary language of instruction is NOT English. Either a letter signed by an academic official (i.e. Director of the English language program) OR a copy of official test results (TOEFL, IELTS)

[View minimum scores](#) 

Application Instructions:

- Program Choice Selection: Choose faculty then "Exchange" for both Major and Subject fields
- After submitting the online application: a confirmation email will be sent within 48 hours with login details to Minerva (our student portal). *Make sure to check junk folders.*
- Upload required supporting documents to the online account:
 - Copy of recent transcript in English (include ALL pages).
 - Copy of official letter of nomination.
 - If applicable, copy of letter from an academic official (not exchange coordinator) confirming proof of English proficiency **or** copy of official test results
 - If applicable, email or upload program specific documents (example: Architecture portfolio, Music audition file)
- Decision: If admitted to McGill, students will be prompted to accept their offer of admission. The official decision letter will be available for download and printing via Minerva. Hard copies of the acceptance letter are not sent by mail.
- Applications are reviewed on a rolling basis. Students can expect to have a decision 4 to 6 weeks after they have completed their application (and submitted all supporting documents)

[Steps for Coming to McGill on Exchange](#) 

[UNDERGRADUATE Application Link](#) 

GRADUATE PROGRAMS

Contact us for further info: studentexchanges@mcgill.ca



REGISTRATION

Registration dates:

- Fall / full year - late May
- Winter - early December

Students register for courses prior to arrival at McGill, online via Minerva (unless otherwise specified in sections below).

The maximum course load at McGill for an exchange student is 15 credits per term (12 is considered full-time).

[eCalendar - search for courses](#)



[How to register in Minerva](#)



[Incoming exchange registration](#)



Faculty-Specific Notes for Registration

Students are permitted to take up to 1 course outside their admitted faculty if space permits and there are no restrictions. This course can be from the School of Continuing Studies, however students should verify with their home university whether they will receive credit for this course.

If there are restrictions or pre-requisite errors while registering, students must contact the department offering the course to obtain permission to register for the course.

REGISTRATION INFORMATION:

Click each Faculty for more info

Architecture

Agriculture & Environmental Sciences

Arts

Education

Engineering

Management

Music

Science

COURSES WITH LIMITED ENROLMENT:

- Anatomy and Cell Biology
- Biochemistry
- Biology
- Computer Science
- Mathematics
- Microbiology
- Pharmacology
- Psychology
- Physiology
- Courses in the Faculty of Engineering
- Courses in the Faculty of Management
 - Due to high demand, maximum 2 Faculty of Management courses per subject area

COURSES NOT AVAILABLE TO EXCHANGE STUDENTS:

- Lab courses
- Special topics courses
- Research projects
- Student Teaching practicum (EDFE) courses
- Thesis courses



ADDITIONAL INFORMATION



Immigration Documents

IMPORTANT: check COVID immigration requirements

Full-year (2 terms): Students must obtain a Certificate of Acceptance from Immigration Quebec and a Study permit from Citizenship and Immigration Canada.

One term only: Students must have a valid passport and students from certain countries may need to obtain a Temporary resident visa or an electronic Travel Authorization. **Note: due to COVID, students may require a CAQ and study permit. See link above.**

Documents must be submitted to McGill as per the instructions on the linked website.



International Health Insurance

The McGill International Health Insurance Plan is **mandatory** for all international students. Refer to the handbook for details on coverage i.e. basic dental is not included

Students from certain countries may qualify for an exemption provided they submit the required documentation.



Housing

On-campus housing: While priority is given to first-year degree students, limited places are available for exchange students. Once they have accepted their offer of admission, students should contact Housing directly at housing.residences@mcgill.ca

Other useful sites include: [Off-campus housing](#) [SSMU Marketplace](#)



Students with Disabilities

McGill has a dedicated Office for Students with Disabilities. Students are encouraged to contact the office after being admitted to see if the appropriate services are available to them during their exchange.

[Other available student services](#)



Official Transcript

McGill transcripts show only letter grades (not numeric grades). **Students have access to their official transcript as soon as they register for courses.** All final grades should be available by February (Fall exchanges) or June (Full year/Winter exchanges).

Students are responsible for ordering their McGill electronic transcript to be sent to their home institution.



Proof of Enrolment Letter

Students who require confirmation of their status at McGill can access their Proof of Enrolment letter in Minerva (McGill's student portal). The proof of enrolment letter is an official letter which includes our seal and the Registrar's signature.



Expenses while on exchange

Students participating in the exchange program are exempt from regular tuition charges and compulsory term charges. However there some charges that they may see on their fee account:

- International Health Insurance - approximately \$350 CAD per term
- Program/course charges that are compulsory upon registration, such as special activity charges, course materials, textbooks, music lessons, etc. - approximately \$600-1000 CAD per term
- Residence and meal plan (if applicable)

[Basic Living Costs](#)



Orientation & Arrival to McGill

Orientation sessions for new students are to help prepare for McGill's academic and social life, provide information about the University and its services, and living in Montreal.

The sessions are usually held:

- Fall term or year-long: the last week of August
- Winter term only: first or second week of January

Be sure to check out the Pre-Arrival Webinars hosted by International Student Services