

DESAUTELS MBA PROGRAM

FACTSHEET FOR INCOMING EXCHANGE STUDENTS 2017-2018

CONTACT

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SCHOOL MAILING ADDRESS

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CANADA

SCHOOL WEBSITE

www.mcgill.ca/desautels/mba/

NOMINATION DEADLINES

Fall 2017 April 5, 2017
Winter 2018 September 5, 2017

CALENDAR

Courses are offered on a 4-month semester basis:
The Fall term runs from early September to late December.
The Winter term runs from early January to late April.

It is recommended that students arrive in Montreal at least a few days prior to the beginning of classes.

FALL 2017 TERM DATES

Term Begins: September 5, 2017
Term Ends: December 21, 2017 (includes exam period)

WINTER 2018 TERM DATES

Term Begins: January 8, 2018
Term Ends: April 30, 2018 (includes exam period)

ORIENTATION

The MBA office holds a welcome event at the beginning of each term for exchange students.



EXAMINATIONS

Final examinations are held at the end of each term. Special arrangements cannot be made for exchange students to write their exams outside of the official examination period. For this reason, students should plan to stay in Montreal until the end of the exam period until the exam schedule for their courses is confirmed.

INCOMING STUDENT APPLICATION DEADLINES

Incoming students will be contacted with application instructions and all deadline information. Students can expect to receive application information around mid-April for the Fall term and mid-September for the Winter term.

Students should not begin the online application until they have received the instructions by e-mail from McGill.



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REQUIRED DOCUMENTS

To be submitted along with the online application:

- Official transcripts from current institution showing enrolment and grades received to-date
- Official transcripts from undergraduate/bachelor studies
- Certified translations of transcripts if originals are not in English or French
- Current Resume / Curriculum vitae

STUDY PROGRAM

Exchange students may take courses in the following areas: Accounting, Entrepreneurship, Finance, International Business, Information Systems, Marketing, Operations Management, and Strategic Management.

COURSES

Exchange students select their courses from the MBA elective course offerings. Students may view the course schedule of the current year on our website here:

www.mcgill.ca/desautels/programs/mba-programs/mba/student-life/student-info

LANGUAGE OF INSTRUCTION

All courses are taught in English.

LANGUAGE REQUIREMENT

Exchange students must be highly proficient in English. Although the TOEFL test is not required, non-native English speakers should have the equivalent of a 100/120 (iBT) English proficiency level.

LANGUAGE COURSES

English language courses are not offered through the MBA program. Extra-fee courses may be taken through the McGill's English and French Language Centre www.mcgill.ca/eflc/ or through local community centres.

ACADEMIC REQUIREMENTS

Exchange students must be in their final year of a graduate program.

WORK EXPERIENCE REQUIREMENTS

McGill MBA students have an average of 5 years of work experience (minimum of 2 years). As part of class participation and course work, students are expected to draw on these experiences as they relate to course subject matter. As such, we expect partners to nominate students who will be able to perform at this level and who will not be at a disadvantage compared to their classmates.

COURSE LOAD AND CREDITS

Exchange students are required to take 4 courses in one term. Should they need to take more, 5 courses are permitted on an exceptional basis, with a letter of request from their home school.

Classes are held for 3 hours per week, twice a week for 1.5 hours or once a week for 3 hours. Classes run for 13 weeks, followed by an examination period. Each 3-credit course consists of 39 classroom contact hours in total, not counting exams.

GROUP WORK / CLASS PARTICIPATION

Many classes are case-based and require group work. Class participation is expected and normally forms a portion of the final grade. Students are encouraged to share their real-world experience as it pertains to class subjects.



The Desautels MBA Class of 2018

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GRADING

All courses require a final minimum grade of B- (65%) in order to pass and receive credits. Transcripts show letter grades only:

A	=	85 to 100%
A-	=	80 to 84%
B+	=	75 to 79%
B	=	70 to 74%
B-	=	65 to 69%
F	=	0 to 64% (Failure)

OFFICIAL TRANSCRIPTS

Two copies of the official final transcript will be sent free of charge to the partner university's exchange office approximately 6 to 8 weeks after the end of the term. One copy is for the school's records and the other is for the student.

ACCOMMODATION

The off-campus housing office at McGill provides a helpful list of apartments and rooms for rent at the following website: www.mcgill.ca/offcampus/. Rent for a 1 bedroom furnished apartment runs between approximately \$800 and \$1200 per month. Students are also encouraged to look on www.kijiji.ca and www.craigslist.ca.

OTHER EXPENSES

Students should plan to pay approximately \$500-700 CAD for course materials and textbooks, as well as other McGill University fees such as course pack copyright fees and computer lab usage fees.

HEALTH INSURANCE

Health insurance is compulsory, for a fee of approximately \$320 for single coverage for 1 term (subject to change). The Government of Quebec has agreements with some countries which exempt international students from the International Health Insurance Plan.

For more information about exemptions, please visit: www.mcgill.ca/internationalstudents/health/exemption/

VISA REQUIREMENTS

Students attending McGill for less than 6 months are not required to obtain a study permit or CAQ. Students should consult their local Canadian embassy, as they may be

required to apply for a temporary resident or tourist visa, depending on their country of citizenship.

CAREER SERVICES

Our Career Services team primarily serves local full-time MBA students. Exchange students are invited to attend certain Career Services workshops and events, however they will not have access to career coaching or the internal job database.

FACILITIES

All exchange students will be given a McGill e-mail address; have full access to the MBA computer lab and study areas, and to the University libraries. Students also have access to McGill's Athletics and Recreation facilities, which include gymnasiums, tracks, courts, activity rooms, fitness facilities, and a swimming pool.

STUDENT SERVICES

The MBA Office will assist exchange students with course registration and academic matters, and will act as their main resource for all aspects of student life. In addition, there are many social activities and clubs organized by the student council, in which the exchange students are highly encouraged to participate.

NEW MBA FACILITIES IN JANUARY 2018!

The Desautels Faculty of Management is excited to announce a brand new building for our MBA and specialized Masters programs! The building is adjacent to our current location on the lower downtown campus. Work has already begun on the new building and we expect to be operational in January 2018.



New MBA Building Coming Soon!