



Factsheet for Incoming  
Exchange Students  
*2025-2026*



**McGill** | **MBA**



## **MBA International Exchange Program**

Masters Programs Office  
Donald E. Armstrong Building  
McGill Desautels Faculty of Management  
Phone: 1 (514) 398-4066

## **School Mailing Address**

**McGill University**  
**Desautels Faculty of Management**  
Masters Programs Office  
Donald E. Armstrong Building  
3420 McTavish Street, Suite 155  
Montreal, Quebec, H3A 3L1  
CANADA

## **Program & Exchange Website**

[mcgill.ca/desautels/programs/mba-programs/mba/experiential/exchange](http://mcgill.ca/desautels/programs/mba-programs/mba/experiential/exchange)

## **Contact**



**James D'Elia**  
Student Affairs Administrator  
(Exchange Manager)



**Rebecca Samuel**  
Student Affairs Coordinator  
(Exchange Coordinator)

**New Email Address:** [mbaexchange@mcgill.ca](mailto:mbaexchange@mcgill.ca)

# Nomination Deadlines

	Deadline
<b>Fall 2025</b>	April 15, 2025
<b>Winter 2026</b>	September 15, 2025

# Nomination Link

Exchange Coordinators must complete the following form to nominate a student.

If you wish to nominate multiple students, you can fill out the form more than once.

# Calendar

Courses are offered on a **4-month** semester basis:

The Fall term runs from late August 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.

# Term Dates

	Begins	Ends
<b>Fall 2025</b>	August 27, 2025	December 19, 2025 (includes exam period)
<b>Winter 2026</b>	January 5, 2026	April 30, 2026 (includes exam period)



## Orientation

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

## MBA Facilities

We are located in The Donald E. Armstrong building on the lower downtown campus which is a building fully dedicated to students in the MBA and specialized Masters Programs.

## Examination

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-May for the Fall term and late-September for the Winter term.

***Students should wait until they have received the instructions by e-mail from McGill to begin their online application.***

## 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 previous year as separate documents to be provided.

## 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 or through local community centres such as the YMCA.

## 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.

## Grading

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

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

## Official Transcripts

MBA exchange students must order their **Electronic Official Transcript (eTranscript)** at their own discretion once they have received all of their final grades. Students may select their home institution as the eTranscript recipient by following these steps.



## Accommodation

The off-campus housing office at McGill provides a helpful list of apartments and rooms for rent at the following website: [mcgill.ca/offcampus/](https://mcgill.ca/offcampus/). Rent for a 1 bedroom furnished apartment runs between approximately \$1,400 and \$1,700 per month. Students are also encouraged to look on [mcgill.ca/students/housing/residence-options/exchange-students](https://mcgill.ca/students/housing/residence-options/exchange-students).

## Other Expenses

Students should plan to pay approximately **\$500 to \$700** 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 **\$349 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: [mcgill.ca/internationalstudents/health/exemption/](https://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

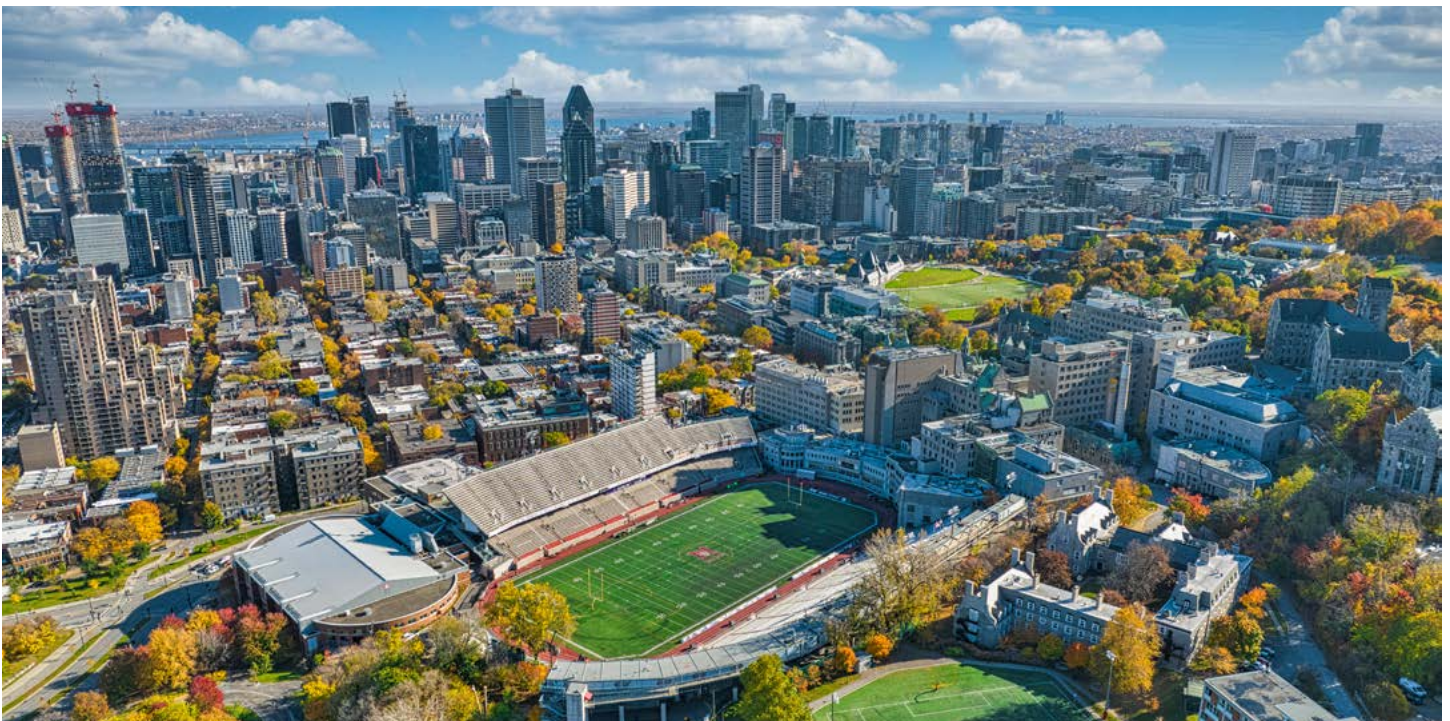
Our Career Services team primarily serves local full-time MBA students. Exchange students are invited to attend certain Career Services workshops and events; however they will not have access to career coaching or the internal job database.

## Facilities

All exchange students will be given a McGill e-mail address; have full access to computer labs 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.





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