

## Information for Students on Exchange in AY2018/19

<b>A. University</b>	<b>University of Ottawa</b>  <a href="http://www.uottawa.ca/en">http://www.uottawa.ca/en</a>  <a href="http://international.uottawa.ca/en/study-at-uottawa/incoming-exchanges-applications/step1-where-start">http://international.uottawa.ca/en/study-at-uottawa/incoming-exchanges-applications/step1-where-start</a>
<b>B. Country</b>	<b>Canada</b>
<b>C. Academics</b>	
<b>i) Module Mapping &amp; Credits Transfer</b>	<p>Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange. You can check with the SEP Coordinator in the Dean's Office of your home faculty.</p> <p>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p>
<b>ii) Academic Calendar</b>	<b>Semester 1:</b> September – December <b>Semester 2:</b> January – April  <a href="http://www.uottawa.ca/important-academic-dates-and-deadlines/">http://www.uottawa.ca/important-academic-dates-and-deadlines/</a>
<b>iii) Exchange Duration</b>	One semester
<b>iv) Examination</b>	<a href="http://www.uottawa.ca/administration-and-governance/policies-and-regulations#academic-regulations">http://www.uottawa.ca/administration-and-governance/policies-and-regulations#academic-regulations</a>
<b>v) Curriculum Structure</b>	<p>A credit is defined as 12 to 15 hours of formal lectures or the equivalent. Thus, a course comprising of three hours of lectures per week extending over one semester of 13 weeks normally carries three credits.</p> <p>In the case of laboratory instruction, one credit involves two or three hours of laboratory work per week per semester.</p> <p>A full-time semester for undergraduate students represents 12 to 15 credits, or 4 to 5 courses. Please note that a maximum of 5 courses per semester is permitted.</p>
<b>vi) Entry Requirements</b>	<ul style="list-style-type: none"> <li>(a) be registered as a full-time undergraduate student of NUS</li> <li>(b) have successfully completed at least two (2) semesters of study at NUS upon admission to the host university;</li> <li>(c) not be eligible for exchange in the graduating year</li> <li>(d) be a student of good standing at NUS with             <ul style="list-style-type: none"> <li>a. a minimum upper division second class honours or;</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>b. a minimum B average grade or ;</li> <li>c. a CAP of at least 3.5 (out of 5) for NUS students</li> </ul>
<b>vii) Language Proficiency Requirements</b>	Most courses offered at the University of Ottawa are given in English and French. All applicants must demonstrate English language proficiency to be considered for admission to the exchange programme.
<b>viii) Modules Compatibility</b>	<p>Suitable for students from the following Faculties/Disciplines:</p> <ul style="list-style-type: none"> <li>• <b>FASS</b></li> <li>• <b>FoS</b></li> <li>• <b>FoE</b></li> </ul> <p>For the most up-to-date list of UG programmes and courses at uOttawa, please refer to the following link.</p> <p><a href="http://www.registrar.uottawa.ca/Default.aspx?tabid=4802">http://www.registrar.uottawa.ca/Default.aspx?tabid=4802</a></p>
<b>ix) Module restrictions and pre-requisites</b>	<p>Exchange students are required to be enrolled full time and maintain this status during their entire stay. It is possible for them to register for courses offered in different disciplines, however, please note that the following courses are not available for exchange students:</p> <ol style="list-style-type: none"> <li>1. Courses offered by the Telfer School of Management</li> <li>2. Courses offered by the Faculty of Education</li> <li>3. Courses offered by the Faculty of Medicine</li> <li>4. Course in the <a href="#">list of restrictions</a> by Faculties</li> </ol>
<b>D. Application</b>	
<b>i) Procedures</b>	<p>Nomination and application process</p> <ol style="list-style-type: none"> <li>1. NUS Registrar’s Office will submit your nomination information by mid-March</li> <li>2. Students then complete their application online via MoveOn (<a href="#">external link</a>). Please take note that the deadline to submit your completed file is March 31, whether you apply for the Fall semester, the Winter semester, or the full academic year.</li> <li>3. All applications must have the following documents: <ul style="list-style-type: none"> <li>• All of your official university transcripts in English or French, including grading scales.</li> <li>• Official language proficiency test results, if required (check language requirements)</li> <li>• A scanned copy of your valid passport</li> <li>• Letter of Motivation (written in the language of instruction of the exchange, maximum one page). This letter should elaborate on your interests and academic objectives for your exchange program at the University of Ottawa.</li> <li>• Résumé (maximum two pages)</li> <li>• Academic Reference Form (PDF) or a letter of recommendation</li> <li>• Visual Arts students must submit a portfolio.</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>• Music students can participate to the exchange program for the full academic year only and must submit a performance DVD with their application.</li> </ul> <p><a href="http://international.uottawa.ca/en/study-at-uottawa/incoming-exchanges-applications/step2-how-apply">http://international.uottawa.ca/en/study-at-uottawa/incoming-exchanges-applications/step2-how-apply</a></p>
<p><b>ii) Deadlines</b></p>	<p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university</p> <p>Failure to submit a formal application to the host university will result your exchange being forfeited even if you have been selected by NUS for the exchange.</p>
<p><b>E. Accommodations</b></p>	
<p><b>i) University Accommodation</b></p>	<p>You have the possibility of living in a university residence on or near the campus. Please note there are limited spaces in residence and they are offered on a first-come, first-served basis. If you decide to stay on campus, please follow these steps in the student exchange guide.</p> <p><a href="https://international.uottawa.ca/sites/international.uottawa.ca/files/a-exchange_student_guide_final.pdf">https://international.uottawa.ca/sites/international.uottawa.ca/files/a-exchange_student_guide_final.pdf</a></p>
<p><b>ii) Private Accommodation</b></p>	<p>A large number of students live in close proximity to campus, and sometimes in neighbourhoods densely populated by students. Please visit the Off-Campus Housing Office for more information.</p> <p><a href="http://www.uottawa.ca/housing/off-campus-housing">http://www.uottawa.ca/housing/off-campus-housing</a></p> <p>If you've opted for off-campus housing, here are some tips to follow:</p> <ul style="list-style-type: none"> <li>• Many students live in the Sandy Hill neighbourhood, adjacent to the University of Ottawa. Some houses located at the fringe of the campus are owned and managed by the University. Contact the <a href="mailto:Resource_Centre_atoffcamp1@uottawa.ca">Resource Centre atoffcamp1@uottawa.ca</a> for more information, and use the Housing Portal (via uoZone or InfoWeb) to apply.</li> <li>• Many other options are listed on the <a href="#">Student Housing Billboard</a>. See how rent prices compare with the average monthly rents observed in the area.</li> <li>• Unless you deal with the University, we recommend that you finalise your housing arrangements only once you have arrived in Ottawa. This will give you the chance to meet the landlords and visit the dwellings. You should plan an early arrival and set a few days aside for that task. Until August 30, you can <a href="#">book a room in residence</a> for an affordable short stay. Reservations for a room in a hostel or hotel</li> </ul>

	<p>near the university will also give you time to search for housing accommodations.</p> <ul style="list-style-type: none"> <li>On your first visit to the campus, drop by the <a href="#">Housing Resource Centre</a> for guidance and advice.</li> </ul>
<p><b>F. Visa</b></p>	
<p><b>Consular/Visa Regulation</b></p>	<p><b>It is your responsibility to obtain the correct documents from Citizenship and Immigration Canada (CIC) prior to your exchange semester(s) in Canada.</b></p> <p>Depending on nationality, students may need any other following documentation <b><u>before their arrival</u></b> in Canada:</p> <p><b>(a) Electronic Travel Authorization (eTA)</b> - As of March 15, 2016, visa-exempt foreign nationals are expected to have an Electronic Travel Authorization (eTA) to fly to or transit through Canada. Exceptions include U.S. citizens, and travellers with a valid Canadian visa. To find out if you need an eTA prior to your exchange, please refer to the following link. <a href="http://www.cic.gc.ca/english/visit/visas.asp">http://www.cic.gc.ca/english/visit/visas.asp</a></p> <p><b>(b) Visitor Visa</b> - If you do not qualify for an eTA, you will need to obtain a Visitor Visa prior to your arrival in Canada. Please contact the High Commission of Canada in Singapore to start the process of obtaining the appropriate visa. The High Commission Officer might advise you to obtain a Study Permit instead since your time in Canada is primarily for studying. To determine if you need a Visitor Visa, please refer to the following link, <a href="http://www.cic.gc.ca/english/visit/index.asp">http://www.cic.gc.ca/english/visit/index.asp</a></p> <p><b>(c) Study Permit</b> – Study Permits are usually reserved for students studying more than 6 months at a Canadian institution. To be eligible for a Study Permit, students must.</p> <ul style="list-style-type: none"> <li>have been accepted by a designated learning institution in Canada.</li> <li>prove that you have enough money to pay for your tuition fees (no applicable for SEP), living expenses for yourself and any family members who come with you to Canada and return transportation for yourself and any family members who come with you to Canada.</li> <li>be a law-abiding citizen with no criminal record and not be a risk to the security of Canada. You may have to provide a police certificate.</li> <li>be in good health and willing to complete a medical examination, if necessary.</li> <li>satisfy an immigration officer that you will leave Canada at the end of your authorized stay.</li> </ul> <p>For more information on Study Permits, please refer to the following website, <a href="http://www.cic.gc.ca/english/study/index.asp">http://www.cic.gc.ca/english/study/index.asp</a></p>

	<p><b>High Commission of Canada in Singapore</b>          One George Street, #11-01; Singapore 049145          Telephone: (65)-6854-5900          Email: <a href="mailto:Singapore-im-enquiry@international.gc.ca">Singapore-im-enquiry@international.gc.ca</a>  <a href="http://www.canadainternational.gc.ca/singapore-singapour/index.aspx?lang=eng">http://www.canadainternational.gc.ca/singapore-singapour/index.aspx?lang=eng</a></p>
<p><b>G. Safety, Health &amp; Medical Insurance</b></p>	
<p><b>i) Health/Medical Insurance</b></p>	<p>All registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to <a href="http://www.nus.edu.sg/finance/docs/FAQs.pdf">http://www.nus.edu.sg/finance/docs/FAQs.pdf</a></p> <p>For more information on the blanket travel insurance, please refer to <a href="http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html">http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</a></p> <p>If the insurance coverage is not enough, students are advised to purchase additional health and/or travel insurance from their preferred agent.</p> <p>The University Health Insurance Plan (UHIP) is a mandatory health insurance plan for all international students enrolled in an Ontario university. All exchange students will automatically be charged for UHIP and the charge will appear on your Student Account.</p> <p>For more information on UHIP, please refer to the following website. <a href="http://uhip.ca/">http://uhip.ca/</a></p>
<p><b>ii) Emergency Number at host university</b></p>	<p>Emergency Contact Number: Canada’s emergency number is <b>911</b>, call this number for any emergency service such as police, medical, fire, etc.</p> <p>For more information on Campus Safety at the University of Ottawa, please refer to the following link. <a href="http://www.uottawa.ca/protection/en">http://www.uottawa.ca/protection/en</a></p>
<p><b>H. Cost of Living</b></p>	
<p><b>i) Estimated Monthly Living Expenses</b></p>	<p>The amount you spend on daily necessities can vary widely, according to individual preferences and lifestyles. For more financial advice specific to the University of Ottawa, please refer to the following webpage. <a href="http://international.uottawa.ca/en/study-at-uottawa/incoming-exchanges-applications/step3-before-you-leave">http://international.uottawa.ca/en/study-at-uottawa/incoming-exchanges-applications/step3-before-you-leave</a></p>