

International

On exchange at FSA ULaval

Each year, the Faculty of Business Administration welcomes about 300 international students from all over the world. We are confident that FSA ULaval and Quebec City have everything you are looking for an exchange experience.

Any questions related with exchange possibilities at the Faculty of Business Administration should be addressed to your home university coordinator.

[List of partners institutions](#)

Why Quebec City?

- Capital of the Province of Québec
- A UNESCO World Heritage site
- A French-speaking city with majestic beauty and a European charm
- Outstanding quality of life and uncommon hospitality
- Cultural vitality and a lively night life
- More than 400 years of history for an unforgettable stay
- Museums, theatres, concert halls, movie theatres and art galleries
- A city featuring the best of both worlds: all of the advantages
- of a large metropolis with easy access to spectacular natural settings
- Several ski and resort centres nearby for year-round action
- Ranked seventh among the planet's smart cities in 2012
- One of the most visited cities in North America
- No. 1 destination in Canada and 6th worldwide, according to the prestigious
- Condé Nast Traveller magazine

UNIVERSITÉ LAVAL – A LARGE AMERICAN-STYLE CAMPUS

- Covers an area of more than 1.8 km²
- Wooded areas and five 1.2- to 2.2-km pedestrian walkways criss-crossing the campus
- Underground pedestrian tunnels connecting all pavilions
- A safe and welcoming campus
- A sustainable-certified campus
- WIFI available throughout the campus
- Three major shopping centres nearby
- Only 15 minutes from Old Québec
- Campus served by public transit

Why FSA ULaval

- A business school founded in 1924 Two premium international accreditations: AACSB International and EQUIS
- Four Palmes of Excellence from Eduniversal
- Bachelor's, Master's and Doctorate programs
- More than 100 professors
- Some 5,300 students, among whom more than 800 come from abroad
- Dynamic network with more than 40,000 alumni who are members of 52 clubs in Canada and abroad
- Some twenty research chairs, groups and centres
- Some twenty student committees and associations

Nomination and application procedures

Nomination

The exchange coordinator at the partner school must nominate the students for an exchange.

Nominations are submitted through our online system. An email is sent to each partner when the system opens (around the end of January for the fall semester and end of August for the winter semester).

Deadlines

- Fall semester and academic year : **March 1st**
- Winter semester : **October 1st**

Application

Applications must be submitted online. An email including a link is sent to each nominated student after the nomination period. Exchange coordinators will be put in copy of this message.

Deadlines

- Fall semester and academic year : **March 15th**
- Winter semester : **October 15th**

Documents to provide

- Transcripts of all academic years including the current one.
- Diploma of Undergraduate studies for Master students level (if applicable)
- Proof of French proficiency for students wishing to take Business courses in French (if applicable)

After your application

Admission letter

Letters are sent by email after the application deadline. All required documents must have been received before the admission letters are sent.

Immigration

Make sure you read all information regarding [immigration](#) before coming to FSA ULaval.

Housing

You want to opt for a convenient and economical accommodation in an environment conducive to study? Then choose a residence on the campus. All residences are about 10 minutes' walk from FSA ULaval building.

All information on [university residences](#) will be sent together with your admission letter.

Out of campus housing is also available. Check local ads.

Health Insurance

There is [mandatory health insurance policy](#) at Université Laval for foreign students which is around 350\$/semester (amount is subject to change).

Make sure to read all the details regarding the insurance coverage before arriving in Québec City.

If you are a citizen of a country that has signed a reciprocity agreement with the province of Québec, you may be exempted from the Health and Insurance plan of Université Laval.

Living and prospective costs

5,000-7,000\$/semester (Canadian currency – CAD\$)

Food: 250\$-300\$/month

Housing: 340\$/month (in residence)

Off-campus housing: approximately 600\$/month depending on location and whether sharing cost with others.

Insurance: Around 350\$ /semester (mandatory for international students)

Leisure and other expenses: 400\$/month

Courses

Language of instruction

Most of the classes are taught in French, but we have several classes (core and optional) given in English at both the undergraduate and graduate levels.

Course selection

For the complete courses offering and the most recently updated list for the upcoming semester, please refer to our [Website](#).

Course selection is carried out in May for the fall semester and in November for the winter semester. An email is sent to each student with instructions.

Approval by the home university academic advisor is required. We ask all students to select 7 courses. Among these, 4 or 5 (depending on the number of credits required by the home university) will be accepted. We ask students to choose 7 courses to provide alternative options should primary selections be unavailable due to course cancellations, schedule changes or conflicts, etc.

Please note that course changes upon arrival are not possible as we do not have an “add and drop” period for exchange students.

Prerequisites

Incoming students are expected to have either completed the stated prerequisite coursework or possess the equivalent knowledge prior to enrolling in a course at FSA ULaval.

FSA ULaval is one of the most technologically advanced business schools in Canada. It is highly recommended that all international students bring their laptops with them. Université Laval is a FREE wireless environment.

Full time workload

Every class is worth 3 North American credits. They include 45 hours of teaching per semester and 90 hours of personal work outside of class. To be considered a full-time student, **student must be** registered for at least 12 credits per semester, which is usually the equivalent of four courses.



UNDERGRADUATE DEGREES	GRADES	MASTER'S AND DOCTORATE DEGREES
	A+	4.33
	A	4.00
	A-	3.67
	B+	3.33
	B	3.00
	B-	2.67
	C+	2.33
	C	2.00
	C-	1.67
	D+	1.33
	D	1.00
	X	0.00
	E	0.00

Does not apply to master's and doctoral students

Withdrawal without failure

Fail

Undergraduate: 12 to 15 credits (minimum and maximum, including language courses).

Graduate: 12 credits (minimum and maximum, including language courses).

Teaching methods: Lectures, discussions, presentations and team projects.

French as a second language courses

Students can take French language courses in addition to their business courses. French language courses (FLE) are free of charge, but an additional fee of 92\$ (nonrefundable after the first week of courses) per 3 credits will be charged to students. FLE courses are included in the total number of credits allowed per semester as part of the exchange. An online test will be given before the beginning of the semester, if the student has not been tested previously.

Courses outside the Business curriculum

Available upon request. A maximum of two courses can be taken outside FSA ULaval. Those courses are mostly given in French, except for the English studies program, where students can take cultural courses. Other Language courses offered at the language school include Arabic, Chinese, Italian, Japanese, Spanish, etc.). A test will be administered upon arrival.

Language requirements

In order to register for business courses in French, student must be able to provide proof of proficiency in French. We accept TFI 860, DELF and TCF C1 or any other official language test showing the student has acquired sufficient knowledge and skills to allow him or her to attend courses taught in French. No letters from teachers or program directors are accepted. This document has to be provided at the time of application or course selection.

English language proficiency level and grade requirements are determined according to our partner institutions' minimum requirements.

The home institution is responsible for insuring the fluency in English of the students. Students without the adequate level of English run the risk of failing the courses.

Exam politics

At FSA ULaval, it is not possible to make accommodations for students having two mid-term or end-of-term exams scheduled at the same time. Students are responsible, in the first week of classes, for making sure that they do not have any exam scheduling conflicts and to check with the teachers of non-FSA ULaval courses about the exam dates.

FSA ULaval [Exam's politics](#)

All final exams have to be done at Université Laval. It is not possible to accommodate students who wish to return home before the end of the exchange period.

Academic Calendar

2016-2017

Fall 2016: September 5th to December 23rd (including exam period)

Reading week: October 31st to November 5th, 2016

Winter 2017: January 9th to April 28th (including exam period)

Reading week: March 6th to March 11th, 2017

A semester is a **15-week period** during which Université Laval offers classes. A reading week is scheduled every mid-semester.

It is strongly advised that all students arrive one week before the beginning of the semester (Welcome Week) in order to get acquainted with his new environment.

Late arrivals are not permitted. The arrival deadline is **3 business days** before beginning of the semester.

Transcripts

At the end of each semester, all students receive a free transcript sent to the address indicated in their record. In compliance with the Personal Information Protection and Electronic Documents Act of Canada, the Registrar's Office only sends transcripts to students and not to institutions. Students can therefore provide their home university with their own transcripts or they can ask to have another statement issued, which will be sent directly to their coordinator (A 10\$ fee will be charged). Students who leave without providing a valid forwarding address are required to order a new copy and also pay a fee.

For any problem regarding transcripts (students that have previously attended FSA ULaval as an exchange student) please contact mobilite@reg.ulaval.ca.

Language courses

(5-week intensive summer course)

A French as a foreign language intensive program is offered May/June or July/August by the Language School of the University (ELUL).

This crash course is a five-week intensive French language class worth 6 credits and offered as part of the exchange agreement with all partners.

This program combines the latest second-language pedagogical techniques, and diverse orientation and socio-cultural activities that will facilitate and accelerate students' learning, and enable them to become familiar with the French-speaking culture in North America.

Activity fees of approximately 400\$ CAD.

For more information, please consult the [ELUL'S Website](#).

Deadlines

Nomination: March 1st

Application: March 15th

First steps at FSA ULaval

Buddy program

It is highly recommended that incoming exchange students participate in the Welcome Week activities, which take place during the last week of August and in early January. An email will be sent directly to students prior to their arrival.

Globe FSA is a student association for international students. Their objective is to ensure that international students have a great stay, get the correct information and experience a smooth integration at FSA ULaval. Throughout the semester, various activities are planned for international students and their "buddies" (each exchange student is assigned a «buddy» from a group of local students).

Buddies are Québec students, the majority of whom have themselves been exchange students. They are available to pick students up at the airport or bus/train station, help with registration and provide advice and assistance on other practical matters. An email will be sent directly to FSA ULaval student prior to their arrival.

Living in Québec City

[International Student's handbook](#)

[Québec City and Area](#)

Contact

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