Incoming Student Exchange Program
GENERAL INFORMATION

Academic Levels Offered:
Undergraduate and graduate

Important Dates (Academic Year):
calendar.carleton.ca

Duration of Exchange:
• Full academic year (September - April)
• Fall term (September - December)
• Winter term (January - April)

Language of Instruction:
English (proof of proficiency required where applicable)

Course Descriptions:
• Undergraduate courses - calendar.carleton.ca/undergrad/courses/
• Graduate courses - calendar.carleton.ca/grad/courses/

Information on Exchange Program
carleton.ca/issso/prospective-students/incoming-students/

Number of Class Hours per Week (approximate):
• Arts - 15-18 hours
• Science - 25-30 hours

Number of Carleton Credits per Term:
• Undergraduate students
Minimum: 1.5 credit per term (3 courses)
Maximum: 2.5 credits per term (5 courses)
Standard: 2.0 credit per term (4 courses)
• Graduate students: (5000 Course Level)
Minimum: 0.5 credit per term (1 course)
Maximum: 1.5 credits per term (3 courses)
Standard: 1.0 credit per term (2 courses)

A single-term course is typically equivalent to 0.5 credit at Carleton University.
Please confirm with your home institution regarding the minimum number of credits
required for students from your institution while on exchange.

Grading System:
12 point scale (12 = A+ = 90%-100%)
For information see “Academic
Regulations of the University (5.4)
Standing in Courses/Grading System”
in the University calendar at calendar.carleton.ca/undergrad/regulations/
academicregulationsoftheuniversity/grading/#grading-system

Mandatory Fees:
• UHIP - All incoming exchange students
are automatically enrolled in the University
Health Insurance Plan following registration in
course(s). For information, visit carleton.ca/issso/uhip/.
• U-Pass - All incoming exchange students
are enrolled in the U-Pass program when
they reach full time registration (1.5 credits =
3 courses). U-Pass provides access to
public transportation in Ottawa:
carleton.ca/upass/.

UNDERGRADUATE PROGRAMS

Please visit carleton.ca/academics/ for a full
list of Faculties and Departments.

Some courses may be restricted to exchange
students. Visit carleton.ca/issso/prospective-students/incoming-students/courses-not-available/ for more info.

Programs may have additional portfolio or
audition requirements for admission (e.g.
Music, Architecture, Industrial Design, etc.).

Faculty of Arts and Social Sciences
• College of the Humanities (includes
  Bachelor of Humanities, Greek and Roman
  Studies (formerly Classics), Religion)
• Department of English Language and
  Literature
• Department of French
• Department of Geography and
  Environmental Studies
• Department of History
• Department of Philosophy
• Department of Psychology
• Department of Sociology and Anthropology
• Institute for Comparative Studies in
  Literature, Art and Culture
• Institute of African Studies
• Institute of Cognitive Science
• Institute of Interdisciplinary Studies
  (includes Child Studies, Directed
  Interdisciplinary Studies, Human Rights)
• Pauline Jewett Institute of Women's and
  Gender Studies
• School for Studies in Art and Culture
  (includes Art History, Film Studies, Music)
• School of Linguistics and Language Studies
• School of Indigenous and Canadian Studies

Faculty of Public Affairs
• Department of Economics
• Department of Law and Legal Studies
• Department of Political Science
• Institute of African Studies
• Institute of Criminology and Criminal
  Justice
• Institute of European, Russian and Eurasian
  Studies
• Institute of Political Economy
• Institute of Interdisciplinary Studies
• Institute of Public Policy and Administration
• Institute of Social Work

Sprott School of Business
sprott.carleton.ca/

Faculty of Science
• Department of Biology
• Department of Chemistry
• Department of Earth Sciences
• Department of Health Sciences
• Department of Neuroscience
• Department of Physics
• Institute of Biochemistry
• Institute of Environmental Science
• Institute of Interdisciplinary Science and Practice
• Institute of Computer Science
• Institute of Mathematics and Statistics
• Institute of Technology, Society, Environment Studies

Faculty of Engineering and Design
(limited enrollment)
carleton.ca/engineering-design/

GRADUATE PROGRAMS
Please visit graduate.carleton.ca/programs/ for a list of Master’s programs.
On-campus Housing:
Accommodation in Carleton’s on-campus residences is not guaranteed. However, incoming exchange students are encouraged to apply for the Residence Lottery, if interested. For more information, visit: housing.carleton.ca/applying-to-residence/exchange-students/.

Nomination Deadline:
- March 15 for Full Academic Year (September to April)
- March 15 for Fall Term (September to December)
- September 15 for Winter Term (January to April)

Nomination Instructions:
Students are required to be nominated by their home institution. Nominations for exchange to Carleton University are submitted online at carleton.ca/issa/carleton-university-exchange-nomination/
- One form must be submitted for each student to be nominated
- See nomination instructions specific details required to submit the nomination form.

Application Instructions:
The Incoming Exchange Application form and all supporting documents must be submitted online at payments.carleton.ca/issa/incoming-exchange-application/

English Language Proficiency Requirements (where applicable):

Undergraduate
- Internet Based TOEFL (IBT) 86 (minimum of 22 in writing and speaking and 20 in reading and listening)
- IELTS 6.5 (minimum 6.0 in each band)
- CAEL 70
- CEFR Level C1 or C2

Graduate
- Internet Based TOEFL (IBT/Next Generation) 100 (minimum of 25 in writing, speaking, reading and listening)
- Paper Based TOEFL (PBT) 580
- IELTS 8.0 (minimum 7.5 in each band)
- CAEL 70
- CEFR Level C2
- Pearson Test of English (PTE) (Academic): 60 overall (minimum 60 in each Communicative Skill)

Visit carleton.ca/issa/prospective-students/incoming-students/ for further test options.

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Off-campus Housing:
The Housing website is a good place to begin your research into off-campus housing, Ottawa neighbourhoods, and for advice on renting in Ottawa: housing.carleton.ca/off-campus-housing/. Carleton campus is serviced by several bus routes and light rail train (O-Train). Visit octranspo.com/en/plan-your-trip/schedules-maps/ for more information.

If finances allow, we recommend arriving in Ottawa 2-3 weeks in advance of the start of term in order to view any off-campus accommodations in-person before signing a lease. Ottawa Tourism is a helpful resource for finding temporary accommodations: ottawatourism.ca/stay/.

LIVING COSTS (ESTIMATED OVER EIGHT MONTHS)

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-campus (including meal plan, local phone, internet, utilities, and residence association fees)</td>
<td>$10,893-$13,663 CDN</td>
</tr>
<tr>
<td>Off-campus (one bedroom with shared kitchen, bath, utilities, laundry, and groceries)</td>
<td>$8,600 CDN</td>
</tr>
<tr>
<td>Books and supplies (varies by program)</td>
<td>$1,400 CDN</td>
</tr>
<tr>
<td>Other personal expenses</td>
<td>$2,000 CDN</td>
</tr>
</tbody>
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VISA INFORMATION

- You do not need a study permit if your studies in Canada will be less than 6 months.

If your studies are more than 6 months, you need a study permit. Application instructions for a study permit are available at the website of Immigration, Refugees, and Citizenship Canada: canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit.

Most international students need a Temporary Resident Visa (TRV) or Electronic Travel Authorization (eTA) to travel to Canada.

- If you apply for a study permit, your TRV or eTA will be issued to you automatically
- If you don’t need a study permit, check to see if you need a TRV or an eTA here: cic.gc.ca/english/visit/visas.asp. This letter may be used in a TRV application to explain the purpose of your visit to Canada.
EXPERIENCE THE ISSO

The International Student Services Office (ISSO) is dedicated to helping international and exchange students adjust to life in Canada and to helping them get the most out of their student experience. The ISSO is here to help connect you with support services across campus.

The ISSO also organizes orientation programming at the beginning of each academic term (fall and winter) for new international and exchange students. You’re invited to participate in the wide variety of social and cultural activities hosted by the ISSO throughout the year. We also encourage you to get involved on campus through the 300+ student-run clubs and societies.

ABOUT OTTAWA

Ottawa is Canada’s fourth-largest urban region.

(Approximately 1.3 million people). Although, Carleton University is an English-language institution there are many other languages in addition to English and French that are represented in Ottawa.

Learn more at ottawatourism.ca and ottawa.ca/visitors.

THE CARLETON ADVANTAGE

Carleton University welcomes students from around the world to our vibrant, inclusive, and diverse campus. At Carleton, you will experience a strong sense of community amongst students, faculty, and staff.

Carleton University specializes in dynamic research and is focused on the student experience. The University offers programs in areas as diverse as public affairs, journalism, film studies, engineering, high technology, and international studies. Carleton students benefit from the interdisciplinary, active, hands-on approach to teaching, and research practiced by its faculty members, as well as from the University’s location in Canada’s capital.

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