## Information for Students on Exchange

<table>
<thead>
<tr>
<th>A. University</th>
<th>Queen’s University at Kingston</th>
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<tbody>
<tr>
<td></td>
<td><a href="http://www.queensu.ca/">http://www.queensu.ca/</a></td>
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<tr>
<td></td>
<td><a href="http://www.queensu.ca/ipo/incoming-students">http://www.queensu.ca/ipo/incoming-students</a></td>
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| B. Country        | Canada |

<table>
<thead>
<tr>
<th>C. Academics</th>
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<tbody>
<tr>
<td>i) Module Mapping &amp; Credits Transfer</td>
<td>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. 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.</td>
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</tbody>
</table>
| ii) Academic Calendar | Semester 1 (Fall semester): Early September – end December  
Semester 2 (Winter semester): Early January – end April  
[http://www.queensu.ca/ipo/incoming-students/exchange/dates-and-deadlines](http://www.queensu.ca/ipo/incoming-students/exchange/dates-and-deadlines) |
| iii) Exchange Duration | One semester |
| iv) Examination    | Queen’s has a letter-based grading system and a 4.3 scale grade point average (GPA):  
[https://www.queensu.ca/artsci/sites/default/files/policy_on_grading.pdf](https://www.queensu.ca/artsci/sites/default/files/policy_on_grading.pdf) |
| v) Curriculum Structure | Exchange students are recommended to take a minimum of 12.0 units and a maximum of 15.0 units per term; 24.0 to maximum of 30.0 units for the full year. Please note that 12-15 units typically represent 4-5 semastered courses.  
Queen’s U offers full-year 6.0 unit courses extending throughout the Fall-Winter session and 3.0 unit courses offered within the Fall or Winter terms. A 6.0 unit course normally involves 220 – 260 hours of learning hours (laboratories and tutorials may also be required); a 3.0 unit course involves 110-130 hours of learning hours. |
| vi) Entry Requirements | (a) be registered as a full-time undergraduate student of NUS  
(b) have successfully completed at least two (2) semesters of study at NUS upon admission to the host university;  
(c) not be eligible for exchange in the graduating year  
(d) be a student of good standing at NUS with |

Updated as of 18/12/2019
### vii) Language Proficiency Requirements

English is the official language of instruction at the Queen’s University. All applicants must demonstrate English language proficiency to be considered for admission to the exchange programme.

### viii) Modules Compatibility

Suitable for students from the following Faculties/Disciplines:

- **FASS:** [http://www.queensu.ca/artsci/programs-and-degrees](http://www.queensu.ca/artsci/programs-and-degrees)
- **FoS:** [http://www.queensu.ca/artsci/programs-and-degrees](http://www.queensu.ca/artsci/programs-and-degrees)
- **FoE:** [http://engineering.queensu.ca/Calendar/CurrentYear/](http://engineering.queensu.ca/Calendar/CurrentYear/)
- **BIZ** - Must be nominated through Faculty-specific Exchange Arrangement between NUS Business School and Queen’s University Smith School of Business
- **LAW** - Must be nominated through Faculty-specific Exchange Arrangement between NUS Law School and Queen’s University Faculty of Law

Students may also wish to consult the Faculty of Arts and Science Course Calendar, which lists all courses offered in the last five years ([http://www.queensu.ca/artsci/programs-and-degrees/academic-calendar](http://www.queensu.ca/artsci/programs-and-degrees/academic-calendar)). Students are advised to consult the departmental websites and the IPO website ([http://www.queensu.ca/ipo/incoming-students/exchange/academics](http://www.queensu.ca/ipo/incoming-students/exchange/academics)) for the most current course information.

The course timetable for the upcoming academic year will be available in June on SOLUS (Student On-Line University System). Exchange students will require their Queen’s NetID and password for access to SOLUS.

### ix) Module restrictions and pre-requisites

[http://www.queensu.ca/ipo/incoming-students/exchange/academics#courses](http://www.queensu.ca/ipo/incoming-students/exchange/academics#courses)

FoE students have restricted access to the following Engineering modules:

- APSC 100 level modules, APSC 200, APSC 293
- CIVL 200, CIVL 300, CIVL 400, CIVL 460
- ELEC 390, ELEC 490, ELEC 498, ELEC 491, ELEC 492
- ENPH 455, ENPH 456, ENPH 457
- MECH 213, MECH 230, MECH 270, MECH 323, MECH 361, MECH 396, MECH 397, MECH 452, MECH 460, MECH 462, MECH 463, MECH 464, MECH 465, MECH 452
- MINE 445, MINE 471, MINE 448
- MTHE 493, MTHE 494

Updated as of 18/12/2019
### D. Application

<table>
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<tr>
<th>i) Procedures</th>
<th>Partner exchange offices will be emailed the link to the Queen’s website at the end of January to nominate their students for the exchange programme. After receiving the information, the Queen’s Admissions Office will contact the student at their home university email address, provided in the nomination, to direct the student to the Queen’s exchange online application. Please note application instructions will not be emailed to external addresses (e.g. Gmail).</th>
</tr>
</thead>
</table>
| ii) Deadlines | 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.  

Semester 1 (Fall semester): 30 April  
Semester 2 (Winter semester): 30 April*/ 30 Sep  

*More course enrolment opportunities will be available for Winter applications received by the 30 April deadline.  

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. |

### E. Accommodations

| i) University Accommodation | A limited number of spaces in Jean Royce Hall are available for exchange students. Please note all residence allocations are made through a lottery system and consequently housing in residence cannot be guaranteed. See https://residences.housing.queensu.ca/coming-to-residence/how-to-apply/applications-by-student-type/exchange-students/exchange-student-guide/ for more details.  

Residence application and deposit deadline:  
Fall term: 1 Mar – 1 Jul  
Winter term: 1 Oct on a first come, first served basis |
| --- | --- |
| ii) Private Accommodation | Many exchange student elect to live off-campus. The Queen’s University International Centre provides resources to assist students to locating housing. See https://quic.queensu.ca/resources/housing-support/long-term-options/ for more details.  

Finding living arrangements in Kingston can be a challenge – especially in the Fall term. We recommend students who choose to live off-campus should come to Kingston at least 1 week in advance to find adequate accommodation. |
We recommend that you do not sign a lease or send rent money to a landlord before you arrive in Kingston.

<table>
<thead>
<tr>
<th>F. Visa</th>
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<tr>
<td><strong>Consular/Visa Regulation</strong></td>
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<tr>
<td>It is your responsibility to obtain the correct documents from Citizenship and Immigration Canada (CIC) prior to your exchange semester(s) in Canada.</td>
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</table>

Depending on nationality, students may need any other following documentation **before their arrival** in Canada:

(a) **Electronic Travel Authorization (eTA)** - 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. [http://www.cic.gc.ca/english/visit/visas.asp](http://www.cic.gc.ca/english/visit/visas.asp)

(b) **Visitor Visa** - 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, [http://www.cic.gc.ca/english/visit/index.asp](http://www.cic.gc.ca/english/visit/index.asp)

(c) **Study Permit** – 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.

- have been accepted by a designated learning institution in Canada.
- 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.
- 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.
- be in good health and willing to complete a medical examination, if necessary.
- satisfy an immigration officer that you will leave Canada at the end of your authorized stay.

For more information on Study Permits, please refer to the following website, [http://www.cic.gc.ca/english/study/index.asp](http://www.cic.gc.ca/english/study/index.asp)

High Commission of Canada in Singapore
G. Safety, Health & Medical Insurance

i) Health/Medical Insurance
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 [http://www.nus.edu.sg/finance/docs/FAQs.pdf](http://www.nus.edu.sg/finance/docs/FAQs.pdf)

For more information on the blanket travel insurance, please refer to [http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html](http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html)

If the insurance coverage is not enough, students are advised to purchase additional health and/or travel insurance from their preferred agent.

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.

For more information on UHIP, please refer to the following website.
[http://uhip.ca/](http://uhip.ca/)

ii) Emergency Number at host university
Emergency Contact Number: Canada’s emergency number is **911**, call this number for any emergency service such as police, medical, fire, etc.

For more information on Campus Safety at Queen’s University, please refer to the following link.
[http://www.queensu.ca/security/](http://www.queensu.ca/security/)

H. Cost of Living

i) Estimated Monthly Living Expenses
The amount you spend on daily necessities can vary widely, according to individual preferences and lifestyles.

<table>
<thead>
<tr>
<th>Items</th>
<th>Costs (in CAD) for 1 term</th>
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<tbody>
<tr>
<td>On-campus housing: Residence fees (excluding meal plan)</td>
<td>$3,940</td>
</tr>
<tr>
<td>On-campus housing: ResNet (internet fees)</td>
<td>$80</td>
</tr>
<tr>
<td>On-campus housing: Student Council fees</td>
<td>$57.50</td>
</tr>
<tr>
<td>On-campus housing: Meal plans</td>
<td>$860 - $4,160</td>
</tr>
<tr>
<td>Category</td>
<td>Cost</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>Off-campus: Rent and utilities</td>
<td>$2,400 - $3800</td>
</tr>
<tr>
<td>Food</td>
<td>$1,080</td>
</tr>
<tr>
<td>University Health Insurance Plan</td>
<td>$208</td>
</tr>
<tr>
<td>Textbook and supplies</td>
<td>$600 - $800</td>
</tr>
<tr>
<td>Telephone</td>
<td>$100 - $220</td>
</tr>
<tr>
<td>Clothing/laundry</td>
<td>$240 - $280</td>
</tr>
<tr>
<td>Miscellaneous (excluding additional travelling)</td>
<td>At least $600</td>
</tr>
<tr>
<td>Local bus service</td>
<td>Free</td>
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</tbody>
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