FACT SHEET AND GUIDELINES FOR PARTNER UNIVERSITIES

### International Office

| Address | Concordia International  
1455 de Maisonneuve Blvd. West, Annex X  
Montreal, Quebec, Canada H3G 1M8 |
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<tr>
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<tbody>
<tr>
<td>Phone</td>
<td>1-514-848-2424 ext. 4986</td>
</tr>
<tr>
<td>Fax</td>
<td>1-514-848-2888</td>
</tr>
<tr>
<td>General E-mail</td>
<td><a href="mailto:studyaway@concordia.ca">studyaway@concordia.ca</a></td>
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<tr>
<td>Incoming Exchange Website</td>
<td><a href="https://www.concordia.ca/international/visiting-exchange/study-exchange.html">https://www.concordia.ca/international/visiting-exchange/study-exchange.html</a></td>
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### Contacts

<table>
<thead>
<tr>
<th>Role</th>
<th>Name (Title)</th>
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</thead>
</table>
| Director, Concordia International | Téo L. Blackburn (Ms.)  
director.international@concordia.ca |
| Manager, International Projects | Julio Sevilla (Mr.)  
julio.sevilla@concordia.ca |
| International Liaison Officer  
Asia, Americas & Oceania, UK | Christine Archer (Ms.)  
christine.archer@concordia.ca |
| International Liaison Officer  
Africa, Europe & the Middle East | Pauliina Rouleau (Ms.)  
pauliina.rouleau@concordia.ca |
| Coordinator, Student Mobility | Bertille Tayoung (Ms.)  
bertille.tayoung@concordia.ca |
| Coordinator, Short-Term Programs | Maral Abajian (Ms.)  
maral.abajian@concordia.ca |
| Coordinator, Special Projects | Amabel Zackon-Gonzalez (Ms.)  
Amabel.zackon-gonzalez@concordia.ca |
| Administrative Coordinator | TBD |
## Academic Information

**Incoming Exchange Students Website**
http://www.concordia.ca/international/visiting-exchange/study-exchange.html

**Departments/Academic Programs**
https://www.concordia.ca/academics.html

**Course Calendar (Syllabus)**
Undergraduate Programs and Graduate Programs

**Class Schedule**
http://fcms.concordia.ca/fcms/asc002_stud_all.aspx

**Term Dates**
*Fall Term*: Early September until the end of December  
*Winter Term*: Early January until the end of April/early May

**Academic Calendar Dates**
For a list of academic dates, university holidays and deadlines, please consult the academic calendar.

## Nomination Process

**Nomination Deadline**
*Fall & Full-year*: March 15, 2021  
*Winter Semester*: March 15, 2021

**Nomination Method**
- Excel nomination spreadsheet will be provided to partners in January 2021
- Before you nominate, please consult our restricted course list

**Qualification**
- **No. of semester completed**: one semester completed by the time of nomination and must be able to provide a transcript with final score
- **Master Level**: one semester completed in a graduate program at their home institution
- **Cumulative GPA**: equivalent to 3.0 or higher based on the grading system at student’s home university
- **Language Proficiency**: Undergraduate and Graduate (please refer to the direct admission scores under No ESL courses required)

## Application Process

**Application Deadline**
*Fall Semester*: April 1, 2021  
*Winter Semester*: April 1, 2021

**Required documents**
- All Applicants
  - Incoming Exchange Application (link to be sent to nominated students directly)
  - Personal Statement in English, one page maximum
  - Academic transcript of records
  - A list of courses currently being taken, if not listed in your transcript
  - Proof of English language proficiency, if applicable
  - Photocopy of passport identification page
  - Web-based portfolio without any password restrictions (Fine Arts and English Creative Writing programs only)
- For Master level applicants
  - Curriculum Vitae, (MBA applicants)
  - Certificate of Bachelor/Master Degree
<table>
<thead>
<tr>
<th>Restricted Programs</th>
<th>For a list of restricted courses not open to exchange students, see <a href="#">here</a>. 50% of the selected courses MUST fall within the same Concordia Program.</th>
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<tbody>
<tr>
<td>Language Proficiency</td>
<td>Applicants whose primary language is not English must provide a proof of English language proficiency, regardless of citizenship. Please refer to the Qualification section above for accepted tests and minimum scores required.</td>
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## Registration

| Full-time Credit Load | • **Undergraduates**: 12-15 credits (4-5 courses) per semester  
|                       | • **Graduate students**: 8 – 9 credits (2-3 courses) per semester  
|                       | • **MBA students**: 12 credits (4 courses) per semester  
| Registration Period   | • June, 2021 – September, 2021  

*Courses are NOT GUARANTEED. We ask exchange students to be flexible with their course preferences.*

## Additional Information

| Housing | [On-campus Housing](#)  
|         | *Space in the University Residences is limited and not guaranteed.*  
|         | [Off-Campus Housing](#)  
|         | The Concordia Student Union's [Off-Campus Housing and Job Bank](#) (HoJo) is a great place to start searching for off-campus housing.  
|         | In general, International students attending Concordia University must purchase the [Concordia health insurance plan](#).  
| Health Insurance |  
| Nearest Airport | [Montréal-Trudeau (Dorval)](#) |