

Saint Mary's University Fact Sheet for Visiting Students from Partner Institutions

1 General Information	
Contact for International Mobility (General)	<p>Miyuki Arai, Project Manager-International Mobility Email Miyuki.arai@smu.ca Tel +1 902 496 8725 Fax +1 902 420 5530 (Responsibilities: partnership, coordination of inbound & outbound student mobility, contact point for inquiries & nomination, signatory for learning agreement and enrollment confirmation)</p>
Contact for Incoming Students	<p>E Mobility.international@smu.ca (Responsibilities: support for accepted students in areas of course registration, housing, peer support program, student account, and all other student matters)</p>
Address	<p>Global Learning and Intercultural Support Office, Saint Mary's University 923 Robie St, Halifax, NS, Canada B3H 3C3</p>
Characteristics	<p>Saint Mary's University was founded in 1802. The university has a long tradition of academic excellence in teaching and research. Saint Mary's is home to more than 7,000 students from over 115 countries, and is recognized as having one of the most internationalized student populations in Canada. In keeping with our motto, Age Quod Agis - Do what you do, we have achieved excellence in undergraduate studies within Liberal Arts, Environmental Studies, Business, Science and Engineering. All of our academic programs are accredited and recognized internationally. The campus is on a single, beautiful city block offering a rich supportive community. You will quickly form meaningful connections with other students and feel comfortable in your new home. With average introductory class sizes of just 40, you'll be able to get to know your professors. About 98% of our full-time professors have their Ph.D.</p>
Websites	<p>▶ University homepage ▶ Quick facts ▶ Why Saint Mary's? ▶ Academic programs ▶ Life in Halifax ▶ Cost of living in Halifax</p>
2 Academic Information	
Academic Dates	<p>Undergraduate and Graduate Programs ▶ Fall Semester 2019: September 4-December 4 (exams Dec 7-19) ▶ Winter Semester 2020: January 8-April 7 (exams April 9-22) https://smu.ca/academics/academics-important-dates.html</p>

	<p><u>University Bridging Program UBP</u> (Hybrid of the Intensive English Program at The Language Centre and Undergraduate courses) <u>Year-round courses offered in 16-week sessions</u> ▶ Fall 2019: Sept 3-Dec 18 ▶ Winter Session: January-April ▶ Spring Session: May-August</p>
	<p><u>English for Academic Purposes EAP</u> <u>English for Personal & Professional Communication EPPC</u> (Intensive English Programs at The Language Centre) <u>Year-round courses offered in 8-week sessions</u> ▶ Fall 1: Sept 3-Oct 25 2019 ▶ Fall 2: Oct 28-Dec 18 2019 ▶ Winter 1: Jan-Feb 2020 ▶ Winter 2: March-April 2020 ▶ Spring: May-June 2020 ▶ Summer: July-August 2020</p>
<p>Program Load</p>	<p>▶ Undergraduate and Graduate Courses The full-time load is 3-5 courses in a semester. Each course meets for approx. 3 hours/week for 13 weeks and is worth 3 credit hours.</p> <p>▶ University Bridging Program (UBP) UBP consists of 15 hours/week of Intensive English Program for 16 weeks plus 1-2 undergraduate courses in a semester.</p> <p>▶ English for Academic Purposes (EAP) ▶ English for Personal & Professional Communication (EPPC) EAP and EPPC program consists of 25 hours/week of Intensive English Program for 8 weeks.</p>
<p>Undergraduate and graduate course list</p>	<p>▶ How to access the course list: 1) Go to http://selfservice.smu.ca/ and select "Class Schedule" 2) Select the term (e.g., September – December 2018 or January – April 2019), click on "Submit" 3) Select the subject, click on "Class Search" -Undergrad courses are 1000 to 4999; Grad courses are 5000-6999 -Visiting students can take courses outside of their major areas as long the pre-requisites are met. Graduate students taking graduate courses should focus on the student's field of study.</p>
<p>Course Registration Period (Undergraduate and Graduate courses)</p>	<p>Registration is completed online. Students should start registering in courses once their acceptance letter is issued. UBP students should register once the Intensive English Program Schedule is determined. -Registration period for Fall 2019: Mar 12 2019 – Sept 10 2019 -Registration period for Winter 2020: Mar 12 2019 – Jan 14 2020</p> <ul style="list-style-type: none"> ○ Registration in courses with pre-requisites requires prior permission of the Saint Mary's academic advising office. ○ Students attending both the Fall and Winter semesters should complete registration for both semesters when registration opens.
<p>Official Academic Transcript Request</p>	<p>Fill out "Personal Information", sign and date the Transcript Request Form and submit it to the Global Learning Office one month before the end of the exchange program.</p>

<h3>3 Eligibility</h3>	
Language Requirements	<p>Undergraduate Program TOEFL iBT 80, IELTS 6.5 (test result <u>not</u> required)</p> <hr/> <p>Graduate Program TOEFL iBT 80-100, IELTS 6.5-7.0 (test result required)</p> <hr/> <p>University Bridging Program (UBP) TOEFL iBT 61-79, IELTS 5.5-6.0 (test result required)</p> <hr/> <p>English for Academic Purposes (EAP) English for Personal & Professional Communication (EPPC) TOEFL iBT <79, IELTS <6.0 (test result not required)</p>
GPA Requirements (Undergraduate and Graduate students)	There is no GPA requirement, but all pre-requisite courses for a Saint Mary's course need to have been passed at the home institution at a grade of 65% or higher.
Other Considerations (Undergraduate and Graduate students)	Not all times Visiting students can register in the courses they need, due to insufficient pre-requisites, enrollment limit, schedule conflicts, or cancellation of courses. Therefore, an exchange semester/year at Saint Mary's may not be suitable for students entering a graduating year and/or for students who need to complete a specific set of courses for their home university degree requirements.
<h3>4 Application for Admission</h3>	
Nomination and Application Period*	<p>► Fall 2019 Nomination via "Student Information Sheet" Application Period: Mid-March (recommended especially for fall-semester-only students applying for on-campus housing) to Late May</p> <p>► Winter 2020 Nomination via "Student Information Sheet" Application Period: Mid-March (recommended) to Mid-September</p>
Application Materials	<ul style="list-style-type: none"> ○ Student Information Sheet (at Nomination) ○ Undergraduate Application Form or Graduate Application Form ○ Letter of Permission issued by the home institution ○ Official transcript of academic record in English ○ Official English test result (Graduate and UBP) ○ Intensive English Program Application Form (UBP, EAP, EPPC) <p style="color: red;">Email scanned documents in PDF to Mobility.international@smu.ca.</p>
<h3>5 Insurance</h3>	
	► Full-time undergraduate and graduate students

	<p>The SMU Students' Association (SMUSA) Basic Health, Extended Health and Dental Plans are mandatory, unless the student's "Opt-Out" request is approved by presenting proof of insurance* by September 25 or January 25 at the SMUSA Health Plan Office.</p> <p>*New from September 2019***</p> <p>"Only students with private coverage from their home university are eligible to submit an opt-out application. Coverage provided by home universities must meet the minimum requirements or the opt-out request will not be permitted:</p> <ul style="list-style-type: none"> • Full policy provided in English • Health cards are not sufficient • Policy document must state: Students name, Policy number, Dates of coverage (must be valid for full duration of study/time in Canada) • Policy must be valued at minimum of 2 million dollars Canadian – students will be told to consider exchange rates • Policy MUST state at minimum coverage for: physician services, inpatient and outpatient expenses, surgery, lab tests, diagnostic imaging (x-rays), repatriation (illness and or death) and cannot exclude coverage for: <ul style="list-style-type: none"> • Injury or death while under the influence of alcohol or other intoxicants or injury or death due to self-harm, or attempted self-inflicted injury, attempted suicide or suicide" <p>▶ UBP students The SMU Students' Association (SMUSA) Basic Health and Extended Health Plans are mandatory, unless the student's "Opt-Out" request is approved by presenting proof of private insurance with a minimum of CAD\$2million in coverage by September 25 or January 25 at the SMUSA Health Plan Office.</p> <p>▶ EAP and EPPC students Enrollment in the SMU TLC International Health Plan is mandatory, even if the student has private insurance coverage.</p>
--	--

6 Housing and Housing Application

<p>Undergraduate, Graduate, UBP students</p>	<p>Single Student Housing Senior Apartments</p> <p>Apply online as soon as the acceptance letter is issued if starting the exchange in the Fall semester. If starting in the Winter semester, apply in early October. Spaces are limited in the fall semester.</p>
<p>EAP and EPPC students</p>	<p>Homestay or On-campus residence</p> <p>Submit either the Homestay Application or the Residence Application together with the Intensive English Program Application Form.</p>

7 Welcome Week and Resources

<p>Orientation</p>	<p>Welcome Week starts one week before Fall semester classes start and at the beginning of Winter semester classes. Participation is highly recommended. See Info for Incoming Int'l Students (updated regularly).</p>
---------------------------	--

	An orientation for UBP, EAP, and EPPC students is provided by The Language Centre but are also welcome to attend the University's Welcome Week.
Airport pick-up	Free airport pick-up is provided when the student arrives at Halifax Airport at the beginning of the exchange program. Submit the airport pick-up request form (3-4 weeks in advance of the arrival date) at https://smu.ca/international/airport-pickup.html .
Academic Communication	The Writing Centre provides free, academic supports for students, including one-on-one tutoring, workshops, in-class presentations, etc.
English Language Support	English Language Support Services are located within the Writing Centre and provide one-on-one support.
Athletics and Recreation	Full-time Saint Mary's students receive a complimentary SMUfit Plus membership at the Homburg Centre and can also watch Huskies varsity games for free of charge with the SMU ID card.
Counselling	The Counselling Centre services are available to all registered students. They offer individual personal counselling, academic & life skills coaching, consultations and group education sessions.
International Student Services	The International Centre (Student Centre 3 rd floor) organizes events and provides a range of services. Visit their website at: https://smu.ca/international/student-life.html .
Peer Matching Program	The Global Learning and Intercultural Support can match the visiting students with Saint Mary's students who were former exchange program participants. Interested students can email mobility.international@smu.ca and request a partner.

8 Fees

Undergraduate, Graduate, UBP students	Undergrad Tuition per course (3 credit hours or "half credit") in 2019-20		
	Arts	Commerce	Science
	Campus Renewal Fees (\$35)	Campus Renewal Fees (\$35)	Campus Renewal Fees (\$35)
	Copyright Access Fees (\$3)	Copyright Access Fees (\$3)	Copyright Access Fees (\$3)
	Sport and Recreation Fees (\$5)	Sport and Recreation Fees (\$5)	Sport and Recreation Fees (\$5)
	Student Services Fees (\$5)	Student Services Fees (\$5)	Student Services Fees (\$5)
	Rec. Facilities Renewal Fees (\$11)	Rec. Facilities Renewal Fees (\$11)	Rec. Facilities Renewal Fees (\$11)
	Tuition - Arts Resource Fee (\$10)	Tuition – Sobey Career Serv. Fee (\$10)	Tuition - Science Tech Fee (\$30)

Tuition – UG Arts Int'l (\$1708)	Tuition – UG SSB Int'l (\$1904)	Tuition – UG Science Int'l (1828)
Total Arts CAD\$1781 per course	Total SSB CAD\$1977 per course	Total Science CAD1921 per course
<p>Tuition waiver/discount will be applied to the student's banner account only in late September/January. Until then, students who are expecting their tuition fees to be waived/discounted should subtract the anticipated waiver/discount amounts from the total charge for the semester and pay the remaining balance by the payment due date (see below).</p>		
<p>Student Fees in 2019-20 – mandatory for ALL students</p>		
<ul style="list-style-type: none"> • SMU Students' Association + The Journal: CAD\$81 per semester • U-Pass bus pass: CAD\$160 per academic year 		
<p>Insurance Plan in 2019-20 – mandatory unless 'Opt-out' is approved</p>		
<ul style="list-style-type: none"> • Basic Health: CAD\$843 per year • Extended Health: CAD\$162 per year • Dental: CAD\$98 per year 		
<p>On-campus Housing in 2019-20</p>		
<ul style="list-style-type: none"> • Single room with mandatory meal plan: CAD\$5986 per semester • Double room with mandatory meal plan: CAD\$5275 per semester • Double Apartment (room only): CAD\$3026 per semester • Senior Apartment (room only): CAD\$3726 per semester <p>Note: the \$500 deposit paid with the room offer will be applied to the balance for the final residence fee payment.</p>		
<p>Payment dates</p>		
<p>Residence application fee of CAD\$25 is due with the online application. Residence deposit of CAD\$500 is due upon accepting a bed space.</p> <p>Undergrad/graduate course tuition (if applicable), student fees, insurance and housing & mandatory meal plan fees are due on: ► Sept 13, 2019 (Fall semester) ► Jan 20, 2020 (Winter semester)</p>		
<p>How to view your account summary</p>		
<p><u>Account Summary by Term</u> This is updated in real time as you add or drop classes and/or make payments. Go to <u>Self Service Banner</u> and follow these instructions to view your Account Summary by Term.</p> <ul style="list-style-type: none"> • Select "Enter Secure Area". • Enter your User ID (A#) and PIN. • Select the "Student" tab at the top. • Select "Student Account". • Select "Account Summary by Term". 		

	<p>To see how much you owe for a given term, view the “Term Balance” towards the bottom of each summary. The “Account Balance” is a summary of all your past, current and future charges that have not been paid (it does not necessarily mean this is the amount due now).</p> <p>To calculate your current amount due, take the “Account Balance” and subtract the “Term Balance” for any term that is not due yet. This is useful as credit balances from previous terms are reflected in the “Account Balance” not the more recent “Term Balances”.</p>
	<p>Payment methods https://smu.ca/academics/payment-methods.html</p>
	<p>Credit cards are accepted for Residence application & deposit. Credit cards are NOT accepted, for all other payments. International payments should be sent via CIBC International Student Pay (preferred method) or Wire transfer.</p> <ul style="list-style-type: none"> • Voluntary meal plans for students in on-campus Apartments and off-campus students are paid directly with Aramark Food Services. • Textbooks are purchased at the Saint Mary's Bookstore -- budget up to \$180 per course.
<p>UBP students (in addition to the above)</p>	<p>List of fees for Intensive English Program in UBP (2019)</p>
	<ul style="list-style-type: none"> • CAD\$4300 per 16-week session for Intensive English Program • CAD\$135 per session for textbook/resource fee
	<p>Payment deadlines and methods for UBP</p>
	<p>Credit cards are accepted for the UBP tuition deposit of CAD\$500, and the payment is due with the Intensive English Program Application. Credit cards are not accepted (see info) for other UBP fees (i.e. tuition balance of \$3800 and the textbook/resource fee of \$135), and the payment is due 30 days before the start of the session.</p>
<p>EAP and EPPC students</p>	<p>List of fees for Intensive English Program in EAP and EPPC (2019)</p>
	<ul style="list-style-type: none"> • CAD\$2800 per 8-week session for Intensive English Program • CAD\$135 per session for textbook/resource fee • Emergency Health Insurance Fee of \$45/month plus \$5 administration fee per session– mandatory for ALL EAP & EPPC students • Homestay costs: CAD\$1,700 per eight-week session plus a C\$300.00 non-refundable placement fee, which includes airport pick-up • Residence prices: please email tlchousing@smu.ca. • Meal plans are required for students living in single and double rooms in Loyola and Vanier Residences. • Meal plans are not required for students living in Rice Apartment.
	<p>Payment deadlines and methods for EAP and EPPC</p>
	<p>Credit cards are accepted for the payment of:</p> <ul style="list-style-type: none"> • EAP/EPPC tuition deposit of CAD\$500 per session • Housing application (C\$300 for homestay or C\$1225 for residence)

	<p>The payment is due with the Intensive English Program Application.</p> <p>Credit cards are not accepted (see info) for other EAP/EPPC fees:</p> <ul style="list-style-type: none">• Tuition balance of \$2300 per session• Textbook/resource fee of \$135 per session• Emergency health insurance and its administration fee <p>The payment is due 30 days before the start of each session.</p> <ul style="list-style-type: none">• Homestay fee is payable to the host family upon arrival.• Balance of residence and <u>mandatory meal plan fees</u> must be paid in full at the beginning of the semester.• <u>Voluntary meal plan fees</u> for students in Rice Apartments are paid directly with Aramark Food Services at the beginning of the semester.
9 Immigration	
	<p>All international students will need either an Electronic Traveller Authorization (eTA) or a visitor visa to enter Canada. In addition, students on a two-semester exchange will need a Study Permit.</p>