Canada-EU International Mobility
Ireland-Italy-Canada

Information Session 2010-2011
The project:

- Students will receive training which applies emerging sustainable science and engineering principles. Students will benefit from a technically rich international curricula which will address environmental issues associated with water, air and soil pollution. The project will assist students to develop technical and social skills when studying and monitoring environmental problems worldwide.
Why take part in this project

• Automatic Scholarships!
  
  – $3500.00 (approx)
    • Funded by the Canada-EU project

  – $1000.00 per semester
    • International Mobility Scholarship

Plus: Other scholarships opportunities!
Host Institutions

- **IRELAND:**
  - Dublin City University
  - Trinity College

- **ITALY:**
  - The Scuola Superiore Sant’Anna di Studi Universitari e di Perfezionamento
  - Università degli studi di Pisa
Canadian Institutions

- Laval University (lead)
  - Professor Rosa Galvez, Dept. of Civil Engineering
    - www.iam.fsg.ulaval.ca

- University of British Columbia, Vancouver, BC
  - Professor Loretta Li, Dept. of Civil Engineering
Program leader: Dr. John Tobin, School of Biotechnology

Programs offered:
- B.Sc. in Environmental Science & Health
- B.Sc. in Biotechnology
- M.Sc. in Bioprocess Engineering
Program leader: Professor Mark Dyer, Department of Civil, Structural and Environmental Engineering and the Centre for Construction Innovation and Sustainability

Programs offered:
- B.Sc. in Civil Engineering
- MSc in Engineering (Environmental)
Trinity College
Student population 11400
Opened in 1980
10 minutes bus ride from downtown
85 acre campus

Student population 16800
http://www.tcd.ie/virtualtour/

DCU
Dublin City University
Ollscoil Chathair Bhaili Atha Cliath

uOttawa
Pisa, Italy
The Scuola Superiore Sant’Anna di Studi Universitari e di Perfezionamento
http://www.sssup.it/

Program leader: Dr. Rudy Rossetto (Project coordinator), Department of Civil Engineering

Programs offered:
- MSc in Environment management and control: techniques and technologies for the waste cycle
Student population of 50,000 in a city of 90000.

Environmental programs offered:
- B.Sc. And M.Sc. in Environmental science & technology
  http://www.dst.unipi.it/scamb/
- B.Sc. and M.Sc. in Geology and Georesources
- Also has departments of Civil Engineering and Chemical Engineering
Goals of the project

- Undergraduate students:
  - Experience a different culture
  - Complete complementary courses or relevant courses to their UofO program
  - Conduct research at a discipline related lab, student must secure position

- Graduate Students:
  - Complete complementary courses or relevant courses to their UofO program
  - Conduct research at a discipline related lab, student must secure position
Information for CO-OP Students

- Exchanges may count as un-paid co-op placements
- What you need to do:
  1. Apply to the International Office by March 18, 2011
  2. Book an appointment with a CO-OP Education and Professional Development Specialist to develop a job search strategy
  3. Contact Professors at the European universities to discuss possibilities (eventually, you will need a job description and a letter of offer/confirmation from the Professor)
  4. Present the job description and letter of offer to the CO-OP office for approval

For any questions, please contact the CO-OP Office at 613-562-5741 or coop@uottawa.ca
Who Can Take Part in the Exchange Program?

• Legal status: - Canadian citizen  
  - permanent resident  
  - foreign student with a valid study permit

• Enrolled full-time in a regular undergraduate or graduate program  
  when applying and at the time of leaving on the exchange

• Graduate students:  
  These students can apply for the exchange program in their first year of studies.
Who Can Take Part in the Exchange Program?

- Students enrolled in a co-operative education program (CO-OP) are eligible.
  - The work-study sessions have to be authorized by the CO-OP Office
    - Josée Williams
    - 613-562-5800 Extension 3843
    - joseew@uOttawa.ca
CONDITIONS

• **Undergraduate studies**: completion of **at least 24 credits** before March 18, 2011.

• Students are responsible for their own travel, housing, medical insurance and incidental expenses

• A cumulative grade point average (CGPA) of **at least B (6.0)**, maintained until the departure for the exchange program

• **All students must maintain this minimum average until their departure; otherwise their exchange abroad will be cancelled.**

• Payment of tuition and general fees to the University of Ottawa for the period of the exchange by the deadlines set by the University of Ottawa, Financial Services
**CONDITIONS**

- Have command of the **language of instruction** of the host institution (proof of language proficiency at the intermediate/advanced level is required – at least four language courses or the equivalent)

  - It is recommended that you have your language proficiency in English assessed by the Official Languages and Bilingualism Institute (OLBI) at 600 King Edward.

  - For language tests in Italian, please stop by the Arts Hall, Department of Modern Languages and Literatures, Room 134, to make an appointment.
CONDITIONS

- Attend **one** information sessions given by the IO
- Take part in one of the **pre-departure workshops**
  
  **Saturday, March 26, 2011:**
  9 a.m. to noon: French / 1 p.m. to 4 p.m.: English
  OR
  **Sunday, April 10, 2011:**
  9 a.m. to noon: English / 1 p.m. to 4 p.m.: French
  - Montpetit 202

- **There will not be any exceptions.** Classes end on April 8, 2011, and the exam period is from April 11 to 28, 2011. **If you do not attend one of the pre-departure workshops, your application to take part in an exchange will be automatically cancelled.**
What you need to know before you apply to take part in this exchange
UNIVERSITY CALENDARS

These can vary depending on the country.

- European universities: the academic year is from October to June.

NOTE:
- The sessions must concord with your return to the University of Ottawa
- It is your responsibility to verify the academic calendar of the host institutions that you are interested in
GRADES AND CREDITS

- The passing grade used by the host institution will be recognized by the University of Ottawa.

- The credits you obtain from the host institution for the courses you pass will be transferred to the University of Ottawa and added to the credits you need to graduate.

- Your exchange will not affect your averages.

- It is very important that you get good grades while at your host institution.
  - Application for graduate studies
  - Application for a scholarship
Your uOttawa transcript

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Grade</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMN2570</td>
<td>NOUVEAUX MEDIAS</td>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>CMN2580</td>
<td>CULTURE POPULAIRE ET COMMUNICATION</td>
<td>B+</td>
<td>3.0</td>
</tr>
<tr>
<td>CMN2581</td>
<td>COMMUNICATION INTERCULTURELLE</td>
<td>B+</td>
<td>3.0</td>
</tr>
<tr>
<td>CMN3504</td>
<td>FEMMES ET MEDIAS</td>
<td>C+</td>
<td>3.0</td>
</tr>
</tbody>
</table>

**Hiver 2005 - Winter 2005**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>TRF3000</td>
<td>ÉCHANGE PREMIER CYCLE / UNDERGRADUATE EXCHANGE</td>
<td></td>
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<tr>
<td></td>
<td>Université de Provence (Aix-Marseille I)</td>
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**Automne 2005 - Fall 2005**

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</table>

**Credits Réussis - Credits Obtained**

- **MP-GPA**: 5.8
- **MPC-CGPA**: 6.8
- **MP-GPA**: 6.3
- **MPC-CGPA**: 6.7
- **MPA-AGPA**: 6.0
- **MPA-AGPA**: 6.7

**Grading Symbols**

- **ABS** = Absence
- **AUD** = Auditeur/Auditrice Libre
- **CR** = Credit
- **CTN** = Continue
- **DFR** = Deferred
- **DR** = Dropped
- **INC** = Incomplete
- **NNR** = Non Disponible
- **NC** = Aucun Crédit
- **P** = Pass
- **S** = Satisfaisant
- **NS** = Non Satisfaisant

**Autres Symboles**

- **SYMBOLES** = voir au verso

**EN COMMUNICATION**

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SUITE PAGE 2 / CONT'D PAGE 2
2012 convocation: It is not recommended that you take part in an exchange during the winter session of your 4th year; your official results may be late arriving from your host institution, which could delay your acceptance for a master’s program or the convocation.
FEES AND EXPENSES

You have to cover all of your living expenses abroad:

Prepare a realistic budget!
## BUDGET FOR 1 OR 2 SESSIONS (CAN$)

<table>
<thead>
<tr>
<th>BASIC EXPENSES</th>
<th>1 session (6 months)</th>
<th>2 sessions (12 months)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Tuition fees</td>
<td>$2,000 - $3,500</td>
<td>$4,000 - $7,000</td>
</tr>
<tr>
<td>2. School supplies</td>
<td>$50 - $500</td>
<td>$100 – $1,000</td>
</tr>
<tr>
<td>3. Rent or university residence</td>
<td>$800 – $4,000</td>
<td>$1,600 – $8,000</td>
</tr>
<tr>
<td>4. Household maintenance (cleaning products, sheets,..)</td>
<td>$200-$400</td>
<td>$400-$800</td>
</tr>
<tr>
<td>5. Telephone (local and long distance)</td>
<td>$120-$300</td>
<td>$240-$600</td>
</tr>
<tr>
<td>6. Food</td>
<td>$800-$1,600</td>
<td>$1,600-$3,200</td>
</tr>
<tr>
<td>7. Laundromat, cleaners</td>
<td>$10-$80</td>
<td>$20-$160</td>
</tr>
<tr>
<td>8. Public transit</td>
<td>$160-$400</td>
<td>$320-$800</td>
</tr>
<tr>
<td>9. Clothing</td>
<td>$100-$500</td>
<td>$200-$1,000</td>
</tr>
<tr>
<td>10. Recreation, outings, personal expenses</td>
<td>$800-$2,000</td>
<td>$1,600-$4,000</td>
</tr>
<tr>
<td>11. Health insurance</td>
<td>$200-$600</td>
<td>$400-$1,200</td>
</tr>
<tr>
<td>12. Visa / Permit</td>
<td>$60-$400</td>
<td>$120-$500</td>
</tr>
<tr>
<td>13. Trips</td>
<td>$800-$3,000</td>
<td>$1,600-$6,000</td>
</tr>
<tr>
<td>14. Plane ticket (return)</td>
<td>$1,500 –$2,000</td>
<td>$1,500 – $2,000</td>
</tr>
<tr>
<td><strong>Total expenses:</strong></td>
<td><strong>$7,600-$19,280</strong></td>
<td><strong>$13,700-$36,260</strong></td>
</tr>
</tbody>
</table>
MOBILITY SCHOLARSHIPS

- Any student who is accepted to take part in this exchange automatically receives a student mobility scholarship.

Amounts:
  - $1,000 for one session

- In addition, the selected students will receive a scholarship of **3500 $** (approx)
FINANCIAL ASSISTANCE

- Students who are eligible for financial assistance from the government are entitled to it during the exchange, on top of the international mobility scholarship of $1,000 per exchange session. (Certain restrictions apply)

- Note: The amount of financial assistance is based on the cost of living in Canada, not in the host country.

- The number of weeks is adjusted based on the host institution’s academic calendar.

- You are fully responsible for settling all financial issues prior to your departure.
OTHER SCHOLARSHIPS

**Ontario International Education Opportunity Scholarship** ($2,500)
Open to all Canadian students taking part in an exchange. Application through InfoWeb
Deadline: To be determined

**J. Armand Bombardier Student Mobility Scholarship** ($2,000)
Open to students with a CGPA of 8.0 or above.
Application through InfoWeb
Deadline: March 2011
OTHER SCHOLARSHIPS

- Most of the University of Ottawa renewable scholarships applies throughout the exchange (admission, immersion, chancellor's, President's scholarships).
  - Please note that in order to receive these scholarships when you return from your exchange, you must pass all of your courses abroad.

- You are eligible for other scholarships for which you would normally apply.
Preparing your application
REQUIRED DOCUMENTS

1. Online application: www.international.uottawa.ca

1. Application form (typed)
2. Letter of eligibility (written authorization from your Faculty)
3. Approved preliminary course selection form (1st choice institution)
4. Full course description for your 1st choice university
5. Proof of language proficiency (if required)
6. Letter of motivation
7. Curriculum Vitae
8. Academic reference – to be sent to the IO
9. Authorization from the Co-op Office (if required)
10. Official uOttawa transcript * Your transcript will be ordered by the IO
11. Four (4) photos [non-official passport photos]
12. Photocopy of the photo page of your passport
13. Administrative fee of $75
14. Release of Liability form (available online)
REQUIRED DOCUMENTS

1. Application form (available online)

2. Letter of eligibility (first step)
   You must request a letter of eligibility (written authorization from your faculty) from your faculty or section.

- Students in the Faculty of Graduate and Postdoctoral Studies must obtain a letter of eligibility from their thesis supervisor or program director.

Note:
Do not ask for a “Letter of Permission”
REQUIRED DOCUMENTS

3. Preliminary course selection:

- This form is available online
- You must choose one host institution
- You must obtain your academic advisor’s approval—dated and signed—for your “Preliminary Course Selection” for your 1st choice institution. **Don’t forget to include the full course descriptions.**
- You must submit the course descriptions for your first choice host institutions when you submit your application file.
- You are responsible for determining the precise nature of the courses for which you would like to register in the host institution.
The course selections submitted to the faculties by the students must include:

✓ The preliminary course selection form (available online)
  ✓ The course title
  ✓ The course description in French and English, as well as the description in its original language
    o If the course descriptions are not available in French or English on the host institution’s Web site, the student will have to get them translated and certified, either by the host institutions, by a translation service or by a language professor at the University of Ottawa. (Science & Engineering)

✓ The number of weekly and/or total course hours
✓ The session start and end dates
✓ The number of credits
✓ Faculties of Science, Health Science and Engineering: the number of laboratories or DGDs (discussion groups), including weekly and/or total hours.
REQUIRED DOCUMENTS

**Proof of language proficiency** in the language of instruction of the host institution (if necessary)

**Letter of motivation** (maximum one page), clearly explaining your academic training objectives during the international exchange

**Curriculum vitae** (resume)
REQUIRED DOCUMENTS

**Academic reference:** This form must be filled out by a professor in your faculty, department or school.

The academic reference must be filled out in French or English. If possible, ask your reference to provide the comments in the language of instruction of the host institution.

- The form is available online
- Please ask the professor to send it to the IO
REQUIRED DOCUMENTS

• **Official uOttawa transcript**: in order to help you, your transcript will be ordered by the IO through the InfoService

• **Four photos** (non-official passport photos)

• **Photocopy** of your passport picture page

• **Administrative fee of $75** (cash only) when you submit your complete application
  
  – Administrative fees are not **refundable after your file submission**
ADDITIONAL AUTHORIZATION

Co-op program students must obtain written authorization from Josée Williams, Program Manager, Academic Services

Tel.: 613-562-5800 Extension 3843
E-mail: joseew@uOttawa.ca

(The authorization can be sent by e-mail: outgoing@uottawa.ca)
IMPORTANT DATES

Mandatory pre-departure workshop for all participants
on Saturday, March 26 OR Sunday, April 10, 2010

Saturday, March 26, 2011:
  9 a.m. to noon: French
  1 p.m. to 4 p.m.: English

OR

Sunday, April 10, 2011:
  9 a.m. to noon: English
  1 p.m. to 4 p.m.: French
  Montpetit 202

Between April and May, 2011
The International Office mails out the foreign exchange applications to the host institutions.

If your application is refused by a host institution, the International Office will notify you and send in the application to a second choice host institution. A second preliminary course selection will be sent to your Faculty for evaluation and approbation.
Deadlines

- **Friday, March 18, 2011**
  4 PM

538 King Edward
Ottawa, ON
Who is my academic advisor?
ACADEMIC ADVISORS

- **Faculty of Engineering:**
  - Marie-France Lacasse
  - SITE 1020

- **Faculty of Science:**
  - Mélanie Brodeur
  - Gendron Hall, Room 172
INFORMATION

International Exchange Program
International Office, University of Ottawa
538 King-Edward Avenue

Web site: www.international.uOttawa.ca
outgoing@uottawa.ca

Telephone: 613-562-5847
Thank You!

Looking forward to receiving your application shortly! 