



FACTSHEET 2017 | 2018

Université Laval
Faculty of Business
Administration (FSA ULaval)



UNIVERSITÉ
LAVAL

Ville de Québec, Canada

Located in one of North America's most vibrant and historic French-speaking cities, FSA ULaval is leading the way towards a new concept for business administration, as Québec's unique position offers both an international outlook and proximity to major centres of innovation.

The [Université Laval campus](#) is one of the most striking in Québec. It covers 1.2 km² and has over 30 pavilions, all linked by 10 km of underground walkways. It features an expansive sports complex, a library, a bank, a student computer center, a service building (pub, restaurants, cafeteria, hair salon, bookstore, etc.), and the campus serves as a major hub for public transit.

CONTACT PERSONS

Dr. Michel Gendron
Dean

Dr. Issouf Soumaré
Director
International Relations
Issouf.Soumare@fsa.ulaval.ca

Mathieu Bouchard
Summer programs coordinator
Assistant Director, International relations
Mathieu.Bouchard@fsa.ulaval.ca

Martine Godbout
Head-Student Exchanges, Double Degree
and Partnership Agreements
1 418 656-2119
Martine.Godbout@fsa.ulaval.ca

General inquiries
International@fsa.ulaval.ca

EXCHANGE INFORMATION

ACADEMIC CALENDAR

Fall: Early September - Mid-December
Winter: Early January - Late April

A reading week is scheduled every mid-semester.

Exams are normally held in December and late April. See the exam dates listed in the detailed [academic calendar](#).

Recommended arrival date: One week before the beginning of the semester (Welcome Week). Late arrivals are not permitted. The arrival deadline is 3 business days before beginning of the semester.

EXCHANGE SEMESTERS

- Regular fall and winter semesters
- Intensive French summer sessions

MAILING ADDRESSES

Please send all student admission letters to:

Faculté des sciences de l'administration
Pavillon Palasis-Prince
Université Laval
2325, rue de la Terrasse, office 1405
Québec (Québec) G1V 0A6
Canada

Please send all student transcripts to:

Electronic (PDF) -official stamp
and signature required
notesmobilite@reg.ulaval.ca

OR

Hard copy
Bureau du registraire
Pavillon Jean-Charles Bonenfant
Université Laval
2345, Allée des Bibliothèques, office 2440
Québec (Québec) G1V 0A6
Canada
Telephone: 418 656-3080
Fax: 418 656-5216

WEBSITE ADDRESSES

[Exchange students \(French\)](#)
[Exchange students \(English\)](#)
[Université Laval](#)

QUÉBEC AREA

[QuébecOriginal](#)
[Québec region](#)



NOMINATION DEADLINES

Nominations are submitted through our online system. An email is sent to each partner when the system opens.

March 1 for the fall semester and academic year

October 1 for the winter semester only

APPLICATION DEADLINES

An online application will be sent to the students beginning March 1st (Fall) and October 1st (Winter). Exchange coordinators will be copy of this message.

March 1st to 15 for the fall semester and academic year

October 1st to 15 for the winter semester only

ADMISSION LETTERS

Letters are sent by email after the application deadline. All required documents must have been received before the admission letters are sent.

COURSES



UNDERGRADUATE DEGREES	GRADES	MASTER'S AND DOCTORATE DEGREES	
	A+	4.33	
	A	4.00	
	A-	3.67	
	B+	3.33	
	B	3.00	
	B-	2.67	
	C+	2.33	
	C	2.00	
	C-	1.67	Does not apply to master's and doctoral students
	D+	1.33	
	D	1.00	
	X	0.00	Withdrawal without failure
	E	0.00	Fail

FULL-TIME WORKLOAD

Every class is worth 3 North American credits. They include 45 hours of teaching per semester and 90 hours of personal work outside of class. To be considered a full-time student, **student must be** registered for at least 12 credits per semester, which is usually the equivalent of four courses.

FRENCH AS A SECOND LANGUAGE COURSES

Students can take French language courses in addition to their business courses. French language courses (FLE) are free of charge, but an additional fee of \$92 (non refundable after the first week of courses) per 3 credits will be charged to students. FLE courses are included in the total number of credits allowed per semester as part of the exchange. An online test will be given before the beginning of the semester, if the student has not been tested previously.

COURSES OUTSIDE THE BUSINESS SCHOOL

Available upon request. A maximum of two courses can be taken outside FSA ULaval. Those courses are mostly given in French, except for the English studies program, where students can take cultural courses.

TRANSCRIPTS

At the end of each semester, all students receive a free transcript sent to the address indicated in their record. In compliance with the Personal Information Protection and Electronic Documents Act of Canada, the **Registrar's Office** only sends transcripts to students and not to institutions. Students can therefore provide their home university with their own transcripts or they can ask to have another statement issued, which will be sent directly to their coordinator (A \$10 fee will be charged). Students who leave without providing a valid forwarding address are required to order a new copy and also pay a \$10 fee.

LANGUAGE OF INSTRUCTION

French with several classes given in English at both the undergraduate and graduate levels.

COURSE SELECTION

For the complete courses offering and the most recently updated list for the upcoming semester, please refer to the following section:

[Courses, Programs and Academic Calendar](#)

Course selection is carried out in May for the fall semester and in November for the winter semester. An email is sent to each student with instructions. Approval by the home university academic advisor is required. We ask all students to select 7 courses. Among these, 4 or 5 (depending on the number of credits required by the home university) will be accepted. We ask students to choose 7 courses to provide alternative options should primary selections be unavailable due to course cancellations, schedule changes or conflicts, etc.

Prerequisites

Incoming students are expected to have either completed the stated prerequisite coursework or possess the equivalent knowledge prior to enrolling in a course at FSA ULaval.

FSA ULaval is one of the most technologically advanced business schools in Canada. It is highly recommended that all international students bring their laptops with them. Université Laval is a FREE wireless environment.

Undergraduate: 12 to 15 credits

(minimum and maximum, including language courses).

Graduate: 12 credits

(minimum and maximum, including language courses).

Teaching methods: Lectures, discussions, presentations, team projects.

Grading scale: Please see above.

LANGUAGE AND GRADE REQUIREMENTS

In order to register for business courses in French, student must be able to provide proof of proficiency in French. We accept TFI 860, DELF and TCF C1 or any other official language test (no letters from teachers or program directors are accepted) showing the student has acquired sufficient knowledge and skills to allow him or her to attend courses taught in French. This document has to be provided at the time of application or course selection. English language proficiency level and grade requirements are determined according to our partner institutions' minimum requirements. The home institution is responsible for insuring the fluency in English of the students. Students without the adequate level of English run the risk of failing the courses.

Other Language courses offered at the language school include Arabic, Chinese, Italian, Japanese, Spanish, etc.). A test will be administered upon arrival.

HOUSING AND ACCOMODATIONS

STUDENTS RESIDENCES

Fall semester: A certain number of rooms are prereserved each semester for exchange program students. The number is variable and limited. After June 1st, the rooms unbooked within the prereserved lot will be liberated and offered to anyone on a first come first serve basis. Therefore, it is important to send your reservation form (enclosed with the admission letter) as soon as possible.

Winter semester: First-come, first-serve basis

Service des résidences

Pavillon Alphonse-Marie-Parent, Université Laval
2255, rue de l'Université
Québec (Québec) G1V 0A7
CANADA
1 418 656-2921, sres@sres.ulaval.ca

Off-campus housing also available.

WELCOME WEEK, BUDDY PROGRAM

It is highly recommended that incoming exchange students participate in the Welcome Week activities, which take place during the last week of August and in early January.

Globe FSA is a student association for international students. Their objective is to ensure that international students have a great stay, get the correct information and experience a smooth integration at FSA ULaval. Throughout the semester, various activities are planned for international students and their "buddies". You can find them on Facebook.

Indeed, a «Buddy System» has been implemented where each exchange student is assigned a «buddy» from a group of local students. Buddies are Québec students, the majority of whom have themselves been exchange students. They are available to pick students up at the airport or bus/train station, help with registration and provide advice and assistance on other practical matters.

LIVING/PROSPECTIVE COSTS (IN CANADIAN CURRENCY - CAD\$)

\$5,000-\$7,000/semester

Food: \$250-\$300/month

Housing: around \$350/month (in residence)

Off-campus housing: around \$300 to \$600/month depending on location and whether sharing cost with others.

Insurance: around \$350/semester (mandatory for international students)

Leisure and other expenses: \$400/month

SUMMER PROGRAMS

BUSINESS COURSES

For undergraduate

Principles of responsible management

3rd of June to the 1st of July 2017. 6 credits (12 ECTS)

The program offers students the knowledge, tools, skills and self-analysis capability needed to become responsible managers in modern organizations. [View more >](#)

Business in Québec - international economics

Dates to be confirmed, you can choose between 3 or 4 weeks
July 10th to 28th or 4 weeks July 3rd to 28th. Value depends on the home institution (3-6 credits or 9 to 12 ECTS)

This course covers topics in international economics related to exchange rates and currency regimes. [View more >](#)

For graduate

EMBA - The influence of culture on business

8th to the 14th of July 2017. Value depends on the home institution (1-3 credit or 3 ECTS). **For executive students with working experiences**

This one-week intensive course incorporates different types of learning elements, so as to maximize the aspects of culture explored. Real-life business experience, as well as industry specific knowledge, is provided via company visits and guest speakers. [View more >](#)

LANGUAGE COURSES (5-week intensive summer course)

A French as a foreign language intensive program is offered May/June or July/August. This crash course is a five-week intensive French language class worth 6 credits and offered as part of the exchange agreement with all partners.

This program combines the latest second-language pedagogical techniques, and diverse orientation and socio-cultural activities that will facilitate and accelerate students' learning, and enable them to become familiar with the French-speaking culture in North America.

Activity fees - approximately CAD\$ 400

HEALTH INSURANCE

Depending on the country of origin, students are required to purchase Université Laval insurance: around \$350 /semester.

For all of the details regarding the insurance coverage, [click here](#).

For exemptions, please see the **Application Procedures section on the student exchange website**.

WORK PERMITS FOR STUDENTS

Exchange students who enroll for more than one semester are allowed to work on campus. [Service de placement de l'Université Laval](#)

ACCURATE IMMIGRATION INFORMATION AND PROCEDURE

www.ulaval.ca/immigration