

ASB Fact Sheet



UNIVERSITY
OF ALBERTA

The University of Alberta is a Top 5 Canadian university and is considered one of the Top 150 universities in the world.

About Alberta School of Business

In 1916, the Alberta School of Business started from humble beginnings, with a handful of students enrolled in the Department of Accountancy at the University of Alberta. Since then it has grown to be **one of the world's leading institutions of business education and research.**

The Alberta School of Business is the **longest continuously** Association to Advance Collegiate Schools of Business (AACSB) accredited business school in Canada.

Academic Calendar

2024/2025

Orientation Session

Classes Begin

Registration Deadline

Classes End

Exams

First Semester (Fall Term) 2024

Available Online (can be completed at any time after admission)

September 3

September 16

December 9

December 10-22

Second Semester (Winter Term) 2025

January 6

January 17

April 9

April 11-26

*Actual length of program may vary according to individual schedules. Please see the "Academic Schedule" at calendar.ualberta.ca to view the full official University of Alberta semester dates, when available.

Nomination/Application Deadlines

April 1

For September and/or January admissions

September 1

For January admission only

Nominations may be submitted upon selection by the Home Institution.

Early application is strongly recommended to reduce the risks of limited space in campus accommodation and course registration. Processing of the application documents takes approximately 6-8 weeks.





Eligibility Requirements

Undergraduate Business Prerequisites

Undergraduate candidates are expected to have a core understanding of the basic business/econ principles through **completion of foundational business courses prior to exchange**. For reference, we require our local first year students to take the following upon entering the Alberta School of Business prior to taking more advanced/specialized courses:

- **Introduction to Applied Statistics**
- **Elementary Calculus**
- **Introduction to Microeconomics**
- **Introduction to Macroeconomics**

Exchange students will not be able to follow the regular business course offerings if they do not have this academic background already.

English Language Proficiency

All candidates must meet the language proficiency requirements and provide proof of such as specified by the exchange agreement. Please refer to the full details for [the Alberta School of Business Proof of English language proficiency standards](#) and ways to satisfy the requirement. If there is a special arrangement with your home institution, please consult your home exchange coordinator for clarification.

Academic Standard

All candidates are expected to have an above-average academic performance record at their home institution. MBA level exchange applicants must meet the [minimum graduate academic standards](#) set by our central graduate admissions office.



Class Format

Most courses have 3 hours of lecture/contact time per week, either:

- 3 classes at 1 hour each
- 2 classes at 1.5 hours each

At 13 weeks, most courses have a total contact time of 39 hours per semester (Fall/Winter).

The contact hours do not include estimates for individual study, projects, exams or other work outside the classroom.

Course Load

In order to take advantage of non-academic student activities and extra-curricular learning opportunities at the University of Alberta, **exchange students are advised to take 4 courses (12 credits) per term.**

The maximum course load at the University of Alberta is 5 courses per term (15 credits). Exchange students must take a **minimum of 3 courses (9 credits) per term to maintain full-time status.**

Course Listings

Exchange students will have access to a wide variety of courses within the Alberta School of Business.

Subjects from other University of Alberta faculties and departments are available pending approval. A list of past and potential business courses may be found at apps.ualberta.ca/catalogue.

Courses numbered 100-400 are at the Undergraduate level and 500-600 courses are for MBA studies. However, **please be aware that certain restrictions may apply and it is important to have flexibility in your study plan.**

MBA Course Listings

For a list of courses expected to be available to incoming exchange students in the MBA Program, please refer to the [currently available MBA Course Schedule](#).





Application Process

Applications Details

Application details and instructions are available online at www.ualberta.ca/business/international/incomingexchange/application. Students from partner institutions should first contact the Exchange Program Coordinator at their home university to obtain further information and begin the application process. After nomination by the home university, students must complete the appropriate process for their level.

Undergraduate Exchange

The application for undergraduate exchange students is done online through the University of Alberta UG admissions portal. Detailed instructions will be sent directly to incoming exchange applicants upon nomination. Students will need to upload supporting documents as part of that process (including official transcripts and proof of English language proficiency)

MBA Exchange

- Application for Visiting Graduate Student
- Up-to-date official record of ALL post-secondary work completed (& English translations, if necessary)
- Proof of English language proficiency as specified by exchange agreement
- Permission to Participate Form for Exchange with a list of courses requested
- Copy of passport ID page

MBA Double Degree (exclusive to institutions with DD agreement)

- Shared Credential Application Form
- Up-to-date official record of ALL post-secondary work completed (& English translations, if necessary)
- Proof of English language proficiency as specified by exchange agreement
- GMAT/GRE report - standard admission requirement is 550/50th percentile
- Permission to Participate Form for Dual Degree
- Copy of passport ID page



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Housing

For on-campus housing, apply online at www.ualberta.ca/residence. In order to submit an application, students will need their UofA ID number, CCID (Campus Computing ID) and password. The CCID and password are automatically created when the student is issued an ID number. Incoming students will be notified of this by email when their applications are processed by the Registrar's Office.

Estimated Expenses

Expenses	Cost CAD
On-Campus Housing (Single)	\$1000-\$1800/month
On-Campus Housing (Double/shared room)	\$750-\$1000/month
Off-Campus Housing (Shared, unfurnished, No meals)	\$700-\$1000/month
Meals	\$300-\$600/month
Books and Classroom Materials	\$500-\$800/semester
UofA Health Insurance <i>*Mandatory</i>	\$200-\$310/semester
Local Transportation (U-Pass) <i>*Mandatory</i>	\$180/semester
Other/Personal Expenses (varies by individual)	\$300-\$700/month
TOTAL per semester (4months) on-campus	\$6080-\$13,690

The above is a break-down of **estimated costs per semester** while on exchange to the University of Alberta (in Canadian dollars). Estimates do not include airfare or any preparatory expenses.

**UAlberta Student
Housing—where
community meets
convenience.**

[Explore housing options](#)





Student Services

International Student Services

The International Student Services Office and the School of Business International Office jointly provide various support services for exchange students to help new international students adjust to life and study at the UofA..

International Student Services also provides ways for interested students to get involved in the local community.

Arc Card (Transit Pass)

The Universal Transit Pass (U-Pass) will give students unlimited access to all regular Edmonton area public transportation services for the duration of the academic term at an affordable price.

All students registered at the UofA are automatically enrolled in the U-Pass service. Fees are calculated and added to your fee assessment for exchange students.

Health Insurance

All students attending the University of Alberta for less than 12 months who are not Canadian citizens or permanent residents and who therefore do not have Alberta Health Care Insurance are **required to participate in the University of Alberta Health Insurance Program (UAHIP)**. A waiver cannot be given for any other health insurance. Upon confirmation of registration at the University of Alberta, students will automatically be enrolled in UAHIP. The total premium for the semester is added to your fee assessment. For more information, please see [UAHIP information online](#).

Campus Facilities

The University issues a student ID card to all students, which provides access to Campus Recreation and Fitness Centres, libraries, photocopy & printing resources, campus and laboratories. Find out more about Campus Life at the University of Alberta at www.ualberta.ca/campus-life.

Buddy Program

The Business Exchange Association (BEA) is a student association dedicated to assisting and integrating international students at the School of Business. The Association plans regular events and social gatherings throughout the semester that provide exchange participants with opportunities to mix with other students, make friends and have fun.

In addition, the group organizes a "buddy" program, which connects incoming students to a Canadian student who can pick them up from the airport, help out with transportation and accommodation over the first few days in Edmonton, and be a resource for all sorts of assistance throughout the exchange term. For more information, please visit the BEA website at www.uofabea.com.

Instagram: @beauofa **Email:** beauofa@gmail.com

International Programs Office

business.international@ualberta.ca

Tel: 780-492-4895

Website

[ualberta.ca/business/international/
incoming-exchange](http://ualberta.ca/business/international/incoming-exchange)

Mailing Address

3-21B Business Building

University of Alberta

Edmonton, Alberta, Canada T6G 2R6



Useful Links & Resources

Information for all UofA courses available
apps.ualberta.ca/catalogue

University of Alberta Academic Calendar
calendar.ualberta.ca

Campus Housing information
www.ualberta.ca/residence

Off-campus Accommodation information:
[www.ualberta.ca/international/international-
student-services/prepare-for-ualberta/find-
housing](http://www.ualberta.ca/international/international-student-services/prepare-for-ualberta/find-housing)

International Student Services:
[www.ualberta.ca/international-student-
services](http://www.ualberta.ca/international-student-services)

Information on the city of Edmonton:
[www.ualberta.ca/admissions/international/
why-ualberta/why-edmonton](http://www.ualberta.ca/admissions/international/why-ualberta/why-edmonton)



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