

HEC MONTRÉAL

INTERNATIONAL ACTIVITIES AND STUDENT MOBILITY

INFORMATION SHEET

2019-2020

QTEM PROGRAM

EXPERIENCE HEC MONTRÉAL

HEC Montréal, the affiliated Business School of the University of Montreal, is a trilingual university offering internationally renowned management education and research in French, English and Spanish.

In HEC Montréal's modern, dynamic and wired environment, every single detail, even the architecture, has been carefully considered to make learning and growing as individuals easier for students. Committed to sustainable development on all fronts, HEC Montréal and its faculty are eager to pass on sound values to tomorrow's managers.

At HEC Montréal, students benefit from a quality education known for its pragmatic approach and relevance in today's world. Our professors love to teach, but above all, they love seeing students succeed. That's why they promote dynamic learning based on practice and exchanges: blogs, wikis and Internet-based micro-sites are a few of the many learning tools used, which also include simulations, debates, role-playing, hands-on work, case studies and oral presentations.

Coming to HEC Montréal is an opportunity to take advantage of a stimulating learning environment and to experience Montreal, one of North America's most creative and welcoming cities.

Montreal is the world's best student city for international students, according to a study by the

[HEC Montréal Facts and Figures](#)



HEC Montréal—Campus Decelles

Updated July 2019

HEC MONTRÉAL INTERNATIONAL

31% of the student body is made of international students and permanent residents from 146 countries.

40% of HEC Montréal faculty is from overseas.

More than 500 exchange students from 141 partners institutions in 45 countries/regions enjoy HEC Montréal academic experience and Montréal cultural activities every year.

Triple Crown

HEC Montréal's excellence in business teaching and research is recognized worldwide.

The School was the first in North America to be awarded the three most prestigious international accreditations in its field: AMBA, AACSB International and EQUIS.



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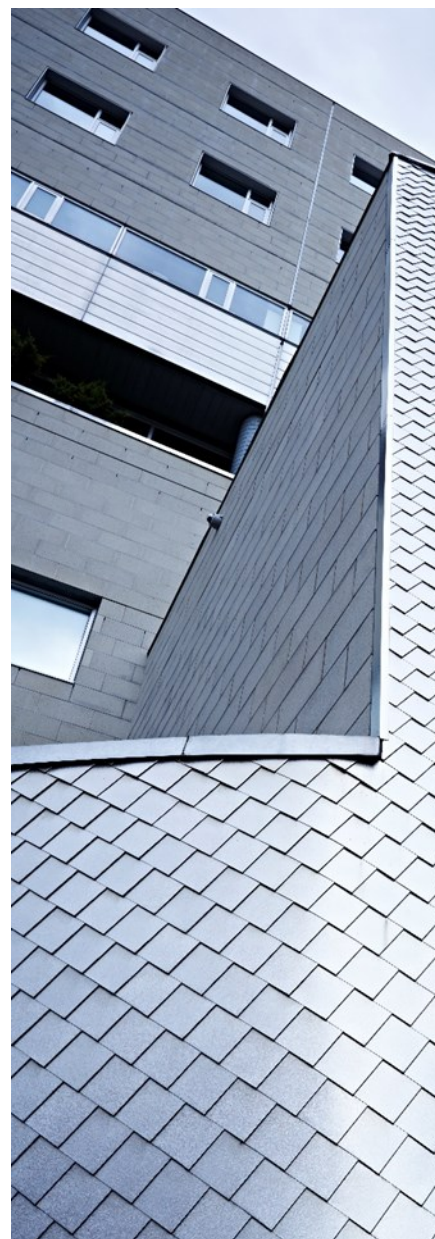
EDUCATION SYSTEM

QUEBEC EDUCATION SYSTEM

In Canada, there is no integrated national system of education. Post-secondary education is the responsibility of provincial and territorial governments.

In the province of Quebec, post-secondary studies are done part in college and in university. Students from outside Quebec will complete the BBA program in 4 years (1-year preparatory plus 3-year BBA program).

Education Levels	Students from Quebec (years)	Students from outside Quebec (years)
Elementary	6	6
Secondary	5	6
University College	2	
University (BBA Preparatory Year)	0	1
University (BBA Program)	3	3
Undergraduate Studies – Bachelor Diploma	16 years of studies	
University (MSc Program)	2	2
Graduate Studies – Master Diploma	18 years of studies	
University (PhD Program)	4	4
Graduate Studies – Doctorate Diploma	22 years of studies	



M.SC PROGRAM STRUCTURE

The M.Sc program (45 credits or 112.5 ECTS) offers two streams:

Thesis stream

- 7 courses (21 credits or 52.5 ECTS)
- A research workshop and a thesis (24 credits or 60 ECTS)

Supervised project stream

- 12 courses (36 credits or 90 ECTS)
- A supervised project: an intervention mandate, an essay, an expert opinion, or a specific research mandate, which can be realized at the university or within an organization (9 credits or 22.5 ECTS)



ACADEMIC INFORMATION

STUDYING IN THE MSc PROGRAM

MSc courses are offered in different and sometimes mixed formats: lectures, case studies, class discussions, simulations, seminar, etc.

Quantitative disciplines use mainly examinations as evaluations, while qualitative disciplines put more emphasis on individual and team work.

WORKLOAD REQUIREMENTS

Each course has a weight of 3 credits (7.5 ECTS). Students are required to take a minimum of 9 credits to be considered full-time students.

A 3-credit course consists of 45 contact hours and an additional minimum of 135 hours of personal work for a total of 180 hours minimum.

To comply with HEC Montréal regulations, the workload for exchange students is:

- Minimum: 9 credits (3 business courses, may include 1 language course)
- Maximum: 12 credits (4 business courses, may include 1 language course)

Language course: no more than 1 course is allowed per semester

LANGUAGE REQUIREMENTS

Languages of instruction at HEC Montréal are French, English and Spanish.

For business courses given in French:

- Most of the material and the discussion in class are in French
- Students are expected to contribute to the discussion in French
- Textbooks in English are sometimes used
- Exams can be written in English upon teacher's approval

Students are not required to demonstrate any language proficiency. As indication only, refer to the recommended scores in the chart beside.

EXAMS AND TRANSCRIPTS

No retakes for mid semester or final exams.

Transcripts are sent to the home institution approximately 6 weeks after the semester.

EVALUATION AND GRADING SYSTEM

Each course has its own means of evaluation.

The best grades will receive a grade of A+ or A, and the lowest grades will get a passing grade C (D for BBA courses) or an E, for failures.

To calculate the GPA, letter grades are converted back to numerical values on a scale of 0 to 4.3, according to the chart beside.

FIELDS OF STUDY OFFERING COURSES IN ENGLISH

Business Analytics
Economics
Finance
Financial Economics
Financial Engineering
International Business
Logistics
Marketing
User Experience (UX) in a Business Context

Advanced Intermediate level	Recommended score
ENGLISH	
TOEFL Internet Based Test (IBT)	72—94
IELTS	5.5—6.5
FRENCH	
TFI	750—845

MSc Numerical value / Mark	Evaluation
4.3 / A+	Exceptional
4.0 / A	Excellent
3.7 / A-	Very good
3.3 / B+	Good
3.0 / B	
2.7 / B-	
2.3 / C+	Fair
2.0 / C	
0 / E	Fail



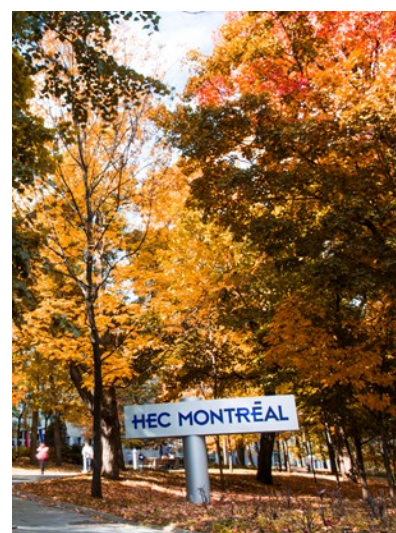
CALENDARS

[Our academic year](#) is divided into three semesters: fall, winter and summer.

The summer semester is not open to exchange students.

Exchange Key Dates	Winter 2020
Semester Period	January 4 – April 30
Nomination Period for Partners	March 1 – October 1
Admission Letters	Online By the end of September
Application Period for Students	October 1 – 15
Course Registration	October 30—November 11
Orientation Session	January 3
MSc mid-semester exams	February 29 - March 6
MSc mid-semester break	February 22-28
BBA final exams	April 15– 28

School Closure	
December 24, 2019– January 2, 2020	Holidays
April 10– 13, 2019	Easter



ADMISSION PROCESS

[Admission Website](#)

NOMINATION PERIOD

Winter semester:

March 1 – October 1, 2019

For nominations starting in January

ONLINE NOMINATION

Partners must complete the online nomination via [HEC en ligne](#).

Partner User ID and Password: previously provided.

A nomination guideline will be sent to partners prior to the nomination period.

ADMISSION LETTERS

Upon nomination:

Students will receive a confirmation of admission and information on application by email.

Students will be able to upload their Admission Letter via HEC en ligne

STUDENT APPLICATION PERIOD

Winter semester:

October 1 to October 15, 2019

STUDENT ONLINE APPLICATION

Students must complete the online application via HEC en ligne.

No documents required.

User IDs and passwords are directly sent to students.

[For procedures](#)

STUDENT VISA REQUIREMENTS

For 1 semester (less than 6 months)

Entry requirement

Depending on students citizenship, a [visitor visa \(temporary resident visa\)](#) or an [Electronic Travel Authorization \(eTA\)](#) is needed.

COURSE REGISTRATION

REGISTRATION PERIOD

Winter semester:

October 30 to November 11, 2019

Students must submit their course selection by completing the required form.

We proceed with registration on a first come, first serve basis.

Course list for exchange students is available as of mid-May for the full academic year.

Updates are made prior to each semester

COURSE OUTLINES

PREREQUISITES

Before registering for a course, students must make sure to meet the prerequisites.

[Refer to the course portal](#)

STRATEGIES COURSE REGISTRATION

Combine English and French Business Courses

Select a course of Business Communication Language

The course is worth 3 credits and is offered at all levels from beginner to advance.

An Online Placement Test is required and must be taken during the Business course registration period.



MEDICAL & HEALTH INSURANCE

[HEC Montréal Health Insurance Website](#)

COMPULSORY HEC MONTREAL HEALTH PLAN

It is compulsory for all incoming exchange students to purchase the Sun Life Company Health Insurance Plan from HEC Montréal. The Health Insurance Plan covers prescription drugs, medical and hospital expenses. No other private health insurance plan is accepted.

Payment is required upon arrival by credit card or international bank card only (no cash accepted). Cost is subject to change without prior notice.

Cost *:

- \$ 355 CA for one semester
- \$ 570 CA for 2 semesters in the same academic year

*Subject to change without notice

RECIPROCAL SOCIAL SECURITY AGREEMENTS

Citizen students of Belgium, Denmark, Finland, France, Greece, Luxemburg, Norway, Portugal, Romania and Sweden may be exempted from the compulsory HEC Montreal Health Plan by being covered by the Régie de l'assurance maladie du Québec (RAMQ).

To be eligible, students must have the nationality and residence of one of the countries listed above.

To validate their eligibility and for further information, students must refer to the [RAMQ website](#).

Prior to arrival, students must obtain the [required document](#) from their Country's Social Security.

Upon arrival, students must provide the document and follow further procedures. Once the process is completed, the compulsory premium will be waived.



ACCOMMODATION

OFF-CAMPUS HOUSING—EXCLUSIVE OFFER FOR EXCHANGE STUDENTS

[Get Your Place](#) – password **HEC2019**

[Student Flat](#) – no password required

[Student Housing Mtl](#) – no password required

[Irie Location](#)—contact them directly

ASSISTANCE

[Housing](#) (Website)

[Housing for exchange students](#) (Facebook)

Logement@hec.ca (Email)



ORIENTATION

MANDATORY ORIENTATION

[Orientation Website](#)

Winter semester: January 3, 2020

Program

Official Welcome

Administrative and Immigration Procedures

Campus Visit

Workshops (First arrival tips, Academic expectations and How to enjoy winter in Montreal)

WELCOME ACTIVITIES

The student committee “HEChange” organizes fee-paying activities for exchange students.

Although participation is on a voluntary basis, it is highly recommended.

For more information or to contact the student committee “HEChange”

[HEChange committee](#) (Facebook)

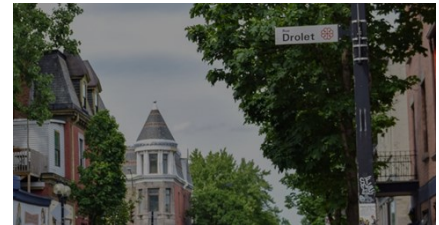
HEChange@hec.ca (Email)



LIVING EXPENSES

Average range from \$6,000 to \$7,000 CA per semester (4 months)

Expenses	Average Cost (\$ CA)
Accommodation	2,800
Food	2,000
Local transportation	245
Personal expenses	1,000
Insurance	355
Total	6,400



INTERNATIONAL STUDENT MOBILITY FAIR

During the Fall semester, HEC Montréal organizes a colorful and dynamic International Fair. We will ask your students to participate and be creative when representing their home university. Prior to the event, we will ask you to send supporting promotional material and encourage your students to actively participate.



LEARNING EXPEDITION PROGRAM

WHAT IS A LEARNING EXPEDITION

It is a short customized training program in specific fields related to business, offered on the prestigious HEC Montréal campus.

Company visits and corporate meetings with management add depth to the information shared on practical issues and challenges of today. Offered to BBA, MSc, MBA and PhD students as well as organized company groups, the program can be conducted either in English, French or other languages. Different from Study Tours and Summer Schools, the Learning Expedition will provide deeper understanding of North American best practices in business and related fields of expertise.

OUR LATEST LEARNING EXPEDITIONS

In French: Business Management and Strategy (1 week)
 Marketing of Tomorrow (1 week)
 Management Accounting (1 week)
 Circular Economy and Sustainable Development
 HR Management, Occupational Health and Organization of Work
 French Business in North America

In English: Artificial Intelligence and Data Science—LEAD (2 weeks)
 Artificial Intelligence and Business

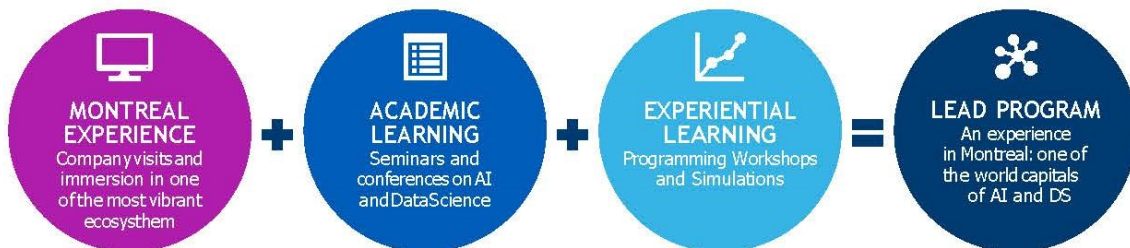
FIELD OF EXPERTISE

- Artificial intelligence
- Corporate Social Responsibility
- Data Science
- Energy
- Entrepreneurship
- Family Business
- Innovation
- Marketing
- Strategy
- Sustainable Development

LEARNING EXPEDITION PROGRAM ARTIFICIAL INTELLIGENCE AND DATA SCIENCE

WHAT IS LEAD?

Once limited to the realm of science-fiction, AI and Data science are now shaping our world more than ever before. Montreal is at the center of this movement, with major players such as Facebook, Microsoft and Samsung choosing to establish their AI labs in this city. LEAD is a customized two weeks training program exploring these two very actual subjects. Carried out on HEC Montréal's Campus, it is offered entirely in English to BBA, MSc, MBA and PhD students.



CONTACTS

FOR STUDENTS

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FOR PARTNERS



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Degree, Guest Students

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WEBSITE

[School Website](#)

[Information for Partners and Students](#)

SECURITY

[Security Website](#)

After Hours Security Contact : +1-514-340-6611 (Phone)



MAILING ADDRESS

HEC Montréal
International Activities and Student Mobility
3000, chemin de la Côte-Sainte-Catherine
Montreal, Quebec, Canada H3T2A7

LOCATED IN THE HEART OF MONTREAL

HEC Montréal is located right in the heart of Montreal, a cosmopolitan city with a population of almost 2 million, made up of more than 100 different ethnic communities.

Montreal is the second largest university city on the continent after Boston.

Vibrant, fast-paced and historical, Montreal, with its various impressive festivals and its incredible nightlife, will provide exchange students an exciting adventure along with an excellent educational experience.

New York, Boston, Toronto, Ottawa and other great North American cities are within a few hours.

LANGUAGE IN CANADA

Canada has two official languages: French and English. In the province of Quebec, French is the official language.

In Montreal, French and English speakers live side by side. Montreal is also a multiethnic city and therefore, multilingual.

Montreal International

FLY ME TO HEC MONTRÉAL

[Fly Me to HEC Montréal \(Video\)](#)
[Exchange at HEC Montréal](#)
[Video Library](#)
[Photo Library](#)

