

# Memorandum of Understanding University of Alberta International Student Exchange Program

## Student Selection

The University of Innsbruck will send up to **5 FTE** to the host institution of the University of Alberta each academic year (commencing with the 2012-13 academic year).

Each exchange student will be counted as **one “Unit of Exchange” (0,5 FTE)** when attending part of an academic year (Fall or Winter Term) or **two “Units of Exchange” (1 FTE)** when attending for a normal academic year.

An academic year is divided into:

**Fall Term:** early September – early December

**Winter Term:** early January – early April

The students shall

- be registered in a program of study at the University of Innsbruck.
- have an above average academic performance record.
- meet the language proficiency requirements.

The students can apply for the Exchange Program at the Liaison Officer Mathias Schennach with

- the original transcript (“Academic Record”/ “Studienerfolgsnachweis” siehe LFU:Online)
- language proficiency document (weather a TOEFL score or a letter of an advisor indicating that the student has a sufficient English language proficiency to undertake academic courses)
- letter of recommendation of an advisor of the department
- photocopy of passport

All applications received will then - reviewed by the “Beirat des Zentrums für Kanadastudien” - be submitted to the Liaison Officer Mathias Schennach.

## Exchange Student Fees and Financial Matters

Exchange students will not be required to pay any tuition.

Nevertheless all visiting exchange students have to pay the **application fee** and have to participate in the University of Alberta **Health Insurance Plan** and pay the required premiums.

## Exchange Students General Terms: Housing

The University of Alberta will guarantee exchange students who will be commencing studies in the Fall Term **managed housing**. The students have to apply for housing prior to **April 30**. There are also off-campus opportunities available. If students wish to set up their own accommodations, they can use the Student’s Union’s housing registry to find rental properties available around the city.

## Advices

- The Liaison Officers shall review the program and determine any **imbalance** in the student exchange program to maintain a reasonable balance in the exchange.

- There are some **study areas restricted to exchange students** such as *Medicine, Dentistry, Pharmacy, Criminology, Computer Engineering* or *Business*. Students can only take courses in these study areas when they are enrolled.
- International students applying for **Undergraduate or Graduate Studies** have to be registered in **at least three courses (9 credits) per term** and may take a **maximum of five courses (15 credits) per term**.
- There is also a possibility to **work on-campus** if the international student maintains full-time status for immigration purposes.