



University of British Columbia (Okanagan campus)

Business School Exchange

Notes of Guidance for Exchange Students

Please check information on host university's website for accuracy

Established in 1908, the University of British Columbia has over 35,000 students and is the third largest university in Canada. It is on two campuses, one in Vancouver and the other in Okanagan. The Business School exchange is with the Okanagan campus in Kelowna, in the heart of British Columbia's beautiful Okanagan Valley, home to award-winning wineries and exceptional outdoor recreation opportunities, and regarded as one of the most scenic regions in Canada. With stunning landscapes and boundless opportunities for outdoor recreation there is no shortage of things to do eg water sports, cycling, golfing, skiing, hiking and so much more. Apart from the wine festivals, there are extraordinary art, music and theatre events, with dining and entertainment you would expect from one of the most vibrant regions in the BC Interior. Canada's most desirable communities and work at one of the world's top universities.

To accommodate the Faculty of Management's expansion, students are now taught in a new, state-of-the-art facility from 2011-2012. The new building is shared with the School of Engineering and offers generous space for students, faculty, and staff to socialize, study, and interact. In its multipurpose classrooms, project rooms, and laboratory facilities, students will come together and build a sense of community both inside and outside of the classroom. The latest technologies, such as video conferencing and classroom technical support, are incorporated within the Engineering and Management Building to further enrich the teaching and learning experience.

For more info see: <http://www.ubc.ca/okanagan/students/international/welcome.html>

The International Student Handbook is comprehensive but dates from 2008/09, see http://www.ubc.ca/okanagan/students/international/_shared/assets/intl-stu-handbook10107.pdf

Study Dates:

Term 1: September – December

Term 2: January – April

Further information: <http://www.ubc.ca/okanagan/parents/important-dates/current.html>

Orientation Programme

<http://www.ubc.ca/okanagan/students/international/orientations.html>

Students have the opportunity to meet other international students studying at UBC's Okanagan campus and build their own social support network at the one-day event, learn about the services available to achieve academic, personal, and professional goals, and explore downtown Kelowna.

Academic Work

The Bachelor of Management programme within the Faculty of Management at Okanagan provides maximum flexibility for students to follow their interests and prepare for a career in business. The 2+2 formal allows students to build on the initial first two years of broad education and specialise in 3rd and 4th years in management, research and real-world learning opportunities.

It is recommended that you register for 12-15 credits per term, a regular course load for a UBC student is 30 credits per year. 300 level courses are equivalent to third year, 400 level, fourth year. A typical UBC student will take 5 courses per term, but exchange students may take between 4-5 courses per term. 4th year courses normally require a pre-requisite. There may be restrictions on the number of Business courses you are able to take within the Faculty of management; however you should be able to select courses in other Faculties eg

Your final course selection must be approved by the University of Edinburgh Business School and a Course Registration Form is available on http://www.business-school.ed.ac.uk/data/assets/word_doc/0016/16054/course-registration-form.doc. Any course changes made whilst you are away must have your School's approval. Please ensure that you keep in regular contact during your year abroad.

Assessment

Studies at UBC are competitive and attendance in class is important. Most courses will include 3 hours of class time per week, consisting of lectures, tutorials and seminars in some upper undergraduate-level courses. Students are expected to participate in class discussions and express opinions, ideas and perspectives related to the coursework, readings and assignments. Some courses will be graded on participation which can also be based on attendance. Term papers are major undertakings, often 10-30 page essays. Many courses have mid-term and final exams. Final exams take place in December and April.

Finances

Financial Evidence

In order to obtain a student visa to study in Canada, students must show that they are financially able to support themselves. For more information on student visas, please go to: <http://www.cic.gc.ca/english/index.asp>

Costs

You may be required to pay for the following (all figures are approximate):

- Tuition fees to the University of Edinburgh – contact the agency which is paying your fees (e.g. LEA/SAAS) and ensure that payment is arranged
- UBC Okanagan provides accommodation in on-campus residences, but space is limited and it is essential to apply early. A single room costs \$4,532.00 for two terms in 2011. This does not include the Meal Plan which is an additional \$2,675.00. See <http://www.housing.ubc.ca/okanagan>
- Off-campus housing is also available and many students choose to live in Rutland because it is close to campus. See the International Student Handbook for more information on the neighbourhoods in Kelowna as well as internet sites to find off-campus accommodation.
- UBC Okanagan requires that all international students have health insurance for the duration of their studies. Basic and extended health insurance are required. Exchange students are not automatically enrolled on the UBCSUO Health & Dental Plan. See <http://www.ubc.ca/okanagan/students/international/prearrival/insurance.html> for more information.
- The Universal Bus Pass (U-Pass) which provides unlimited access to bus services within central Okanagan; it costs approximately \$40-45 per term
- Books: the Student services Centre has two book shops; there is also a book shop selling second-hand books at reduced prices.
- Air travel is expensive, around £900 Edinburgh to Kelowna (single)

Employment

An exchange student on a student visa is eligible to work 10-12hrs per week on-campus, should any positions be available. Off-campus work requires a work permit, see <http://www.cic.gc.ca/english/information/applications/work-students.asp>

Visas

Entry Visas

Citizens of certain countries and territories will require a visa to visit Canada. View list on www.cic.gc.ca/english/visit/visas.asp

Study Permit

Students from many countries may require a permit in order to study in Canada. To obtain a permit you must contact a Canadian embassy or consulate. The process can take up to 3 months www.cic.gc.ca

Grants and Loans

If you are in receipt of a maintenance grant and/or a student loan, you should inform the awarding body that you have been selected to participate in the exchange. You may request that payment be made early. The awarding body will need payment instructions, namely details of a bank account into which it can be paid directly, or a nominated individual to whom cheques can be posted. Do not forget to complete the necessary grant or loan application each year.

International Student Exchange Identity Card - ISE Card

The ISE Card is a student discount card which allows students to enjoy discounts, concessions, or other benefits at transportation companies, museums, attractions, national parks, accommodations, restaurants and numerous other venues all over the world.
<http://www.isecard.com>

Banks

There are four major banks in Canada: the Royal Bank of Canada, the Imperial Bank of Commerce, the Toronto Dominion and the Scotia Bank. If you wish to open a bank account you will need to take your passport, two forms of ID and money with which to make a deposit. One way to transfer money is to take it in Travellers Cheques. It is advisable to ensure you have sufficient funds to cover expenses during your first month and also to take some dollars in cash to cover immediate expenses on arrival.

A credit card such as Mastercard or Visa will prove useful for emergencies. In addition to shops and services, credit cards can be used at certain banks to immediately obtain money from a British bank account. Previous exchange students have advised that this is the easiest method of obtaining cash.

Safety

We hope your stay at your exchange destination will pass without any undue incident with regard to your safety. However, as you will be staying in a different environment and culture, you should be prepared to take necessary precautions if appropriate.

We would advise you to consult with the Study Abroad Office on your arrival and also look at the following website which will give you up-to-date government information on the country you will be visiting.

<http://www.fco.gov.uk/>

If you find yourself without any access to cash, without your passport, or in any other serious kind of trouble, the British Consulate will try to help. In the unlikely event of you being arrested for a serious offence, insist on the Consulate being informed; a consular officer who can advise on local procedures etc will contact you as soon as possible.

Please also inform the International Office and your DOS of any problems relating to your health or safety whilst on your study abroad exchange.

DISABILITY STATEMENT

Some destinations may be more accessible than others for disabled students. If you require any adjustments due to disability or specific learning difficulties and you wish to study abroad please contact the Business School in the first instance (adjustments@business-school.ed.ac.uk). We will liaise with you and the Student Disability Service at Edinburgh to explore the help available at your host institution. It would also be helpful if you discuss this with your Director of Studies and the Student Disability Service.

Contacts

UBC Dana Lowton Go Global Coordinator 207 University Centre – Office I Kelowna, BC V1V 1V7 Tel: 250.807.8098 Fax: 250.807.8064 Email: dana.lowton@ubc.ca For general Go Global information, contact goglobal.okanagan@ubc.ca	Edinburgh Lorraine Edgar/Janet Ellis The University of Edinburgh Business School Undergraduate Office 29 Buccleuch Place Edinburgh, EH8 9JS Tel: +44 (0)131 650 3828/651 3798 Fax: +44 (0)131 650 8337 Email: Lorraine.Edgar@ed.ac.uk or Janet.Ellis@ed.ac.uk
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These notes are for guidance only. We have tried to keep them up to date, but it is very difficult to do so without your input. So, if you can keep notes of any inaccuracies in this information we should be glad to hear of them on your return to Edinburgh. Any other observations and impressions about your stay will also be useful and will help those students who participate in the exchange in future years.

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The University of Edinburgh Business School
29 Buccleuch Place, Edinburgh, EH8 9JS

Tel: 0131 650 3900
Fax: 0131 650 8337

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