

FACT SHEET for CEMS Exchange Students

-- Academic Year 2011-2012--

***Please note: We have limited spaces available for spring exchanges. Please contact agray@ivey.uwo.ca if you require students to go on exchange in the Spring.

School address:	Richard Ivey School of Business The University of Western Ontario 1151 Richmond Street London, Ontario, Canada N6A 3K7
Web address:	Ivey Business School: www.ivey.uwo.ca MSc program: www.ivey.uwo.ca/msc Information for exchange students: www.ivey.uwo.ca/international
Contacts:	MSc Program Services msc@ivey.uwo.ca Tel: 519-661-4111 Fax: 519-850-2521 Sabrina Pinarello HBA/MSc Program Assistant msc@ivey.ca Tel: 519-661-4111 Fax: 519-850-2521 Amanda Gray Manager, MSc Program and HBA International Opportunities msc@ivey.ca Tel: 1-519-661-4233 Fax: 1-519-850-2521

APPLICATION DEADLINES:

Deadlines:	Exchange students must be selected by their home university, and nominated to the Ivey School by the CEMS Coordinator of their home university on www.cems.org . Earlier selection is preferred. June 1, 2011: Application deadline for Fall/ Spring Exchanges August 2011: Course Registration deadline for all courses in 2011-12
Required Documents:	<ul style="list-style-type: none"> • Online application form • transcript/grade report • Online eZone biography in Personal Profile

TERM DATES FOR THE ACADEMIC YEAR 2010/2011

Fall Semester 2011 (Tentative)	
Course Registration	August 10 - 19
Int'l Exchange Orientation	September 1 - 2
Add/Drop period	September 12 - 16
Block Seminar	September 5 - 9
Classes Begin	September 12
Canadian Thanksgiving Day – National Holiday	October 10
Exams and Final Presentations	December 5 - 16
Spring Semester 2012 (Tentative)	
Int'l Exchange Orientation	January 5 - 6
Add/Drop period	January 9 - 13
Classes Begin	January 9
Family Day – Provincial Holiday	February 20
Break Week	February 20 - 24
Good Friday – National Holiday	April 6
Exams and Project Week	April 9 - 13

Accommodation:	For information on finding housing in London, ON please visit: http://www.ivey.uwo.ca/international/CEMS/CEMS%20Housing.htm
Costs:	University Required Fees: approximately \$400 per semester. These fees include: UHIP, Student ID card, Bus Pass. Casebook Fees: \$500 - \$1,000 per term Living expenses depend on lifestyle, and will include casebooks, housing, living expenses and travel as well as entertainment and social activities. Approximate costs: www.ivey.uwo.ca/international
Health insurance:	All exchange students are required to pay for UHIP (University Health Insurance Plan) coverage. Check the coverage at www.uhip.ca
Visa to Canada:	A student study permit is required by students from some countries. Check the requirements and exemptions at: http://www.cic.gc.ca/english/study/index.html
Areas of Study:	All exchange students are registered in the MSc Program. Exchange students must take courses within Ivey <u>only</u> . Courses in other departments at UWO are not available.
Courses:	Course catalogue for 2011/12 will be available on Ivey ezone in July 2011. http://www.ivey.uwo.ca/msc/cemsmsc/content.htm All courses available to exchange students are offered in the MSc in Management, International Business. Exchange students <u>must have the prerequisites</u> for all courses taken. <u>Registration in courses for which you do not have prerequisites will result in a failing grade.</u> Withdrawals are not allowed after add/drop week.
Language requirement:	Students who are not native speakers of English must have English language proficiency equivalent to a 250/100 TOEFL score.

	<p>Students <u>DO NOT NEED</u> to write the TOEFL test, but should have this level of competency. Exchange students should be <u>very comfortable communicating in English with speakers from many cultural backgrounds</u>. Quick comprehension and response in English is required to be successful in Ivey courses.</p>																						
Full-time Workload:	<p>The Ivey Business School requires that each exchange student take a full-load (2.0 credits) while in the Ivey School, irrespective of whether credit may be obtained at the home university.</p> <p>Courses with 10 classes = quarter course (1.5 hours per class) Courses with 20 classes = half course (1.5 hours per class) or 10 classes (3.0 hours per class) Ivey half courses are generally equal to 7.5 ECTS credits</p>																						
Class Attendance:	<p>All students are expected to attend all classes unless there are extenuating circumstances (ie. illness). Students are required to inform their professor if they are going to be absent prior to class and in some cases will be required to provide supporting documentation (ie. medical note). Students will not be excused from class for travel reasons. The following (or similar) is indicated on all Ivey course outlines and is the policy regarding class attendance:</p> <p><i>“If you miss more than 25% of the course, you cannot have fully mastered the material, and thus you will be debarred from writing the final exam. This makes it extremely likely that you will receive a failing grade in the course.”</i></p>																						
Learning Expectations	<p>Class Format: Case Method of study. Each class is a discussion of a case scenario; 20-30 pages about a real company. The class discusses the situation. The professor guides the discussion and draws the class to the required conclusion.</p> <p>Attendance: Class attendance is mandatory for every class. Exchange students should not arrive after the first day of classes.</p> <p>Participation: Participation in each course is weighted as high as 50% of the final grade. Exchange students have a significantly different and extremely valuable set of life experiences and should be prepared to actively participate in every class. Students must prepare the case before each class.</p> <p>General Management Approach: The Ivey School uses a very strong case-method approach to learning. Theory is learned at the same time as skills are developed. Managers require skills to analyze their needs and situations, decision-making skills at many levels every day. The Ivey case-method develops the student’s skills in every functional area.</p>																						
Grading:	<p>Grades are given in percentages at Ivey.</p> <table border="0"> <thead> <tr> <th><u>MSc Grades</u></th> <th><u>Interpretation</u></th> </tr> </thead> <tbody> <tr> <td>90% - 100%</td> <td>A+ Distinction</td> </tr> <tr> <td>85% - 89%</td> <td>A)</td> </tr> <tr> <td>80% - 84%</td> <td>A-) High Pass</td> </tr> <tr> <td>77% - 79%</td> <td>B+)</td> </tr> <tr> <td>73% - 76%</td> <td>B) Good</td> </tr> <tr> <td>70% - 72%</td> <td>B-)</td> </tr> <tr> <td>67% - 69%</td> <td>C+)</td> </tr> <tr> <td>63% - 66%</td> <td>C) Pass</td> </tr> <tr> <td>60% - 62%</td> <td>C-)</td> </tr> <tr> <td><60%</td> <td>Fail</td> </tr> </tbody> </table>	<u>MSc Grades</u>	<u>Interpretation</u>	90% - 100%	A+ Distinction	85% - 89%	A)	80% - 84%	A-) High Pass	77% - 79%	B+)	73% - 76%	B) Good	70% - 72%	B-)	67% - 69%	C+)	63% - 66%	C) Pass	60% - 62%	C-)	<60%	Fail
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	Ivey grade reports are mailed to the CEMS Academic Coordinator.
Exams:	<p>Exams are held during the week immediately following the final class for the term. Most Ivey exams are in the form of a case to be read and a set of analysis and recommendations to be determined within a 4-hour assigned period. Exam dates and times are published at the end of September and January, and <u>cannot be changed to accommodate student wishes or plane tickets</u>.</p> <p>All students must write the exam at the assigned time. Please arrange your return air ticket 'after' the last exam scheduled.</p> <p>Some courses will have the option of doing a final project or an exam.</p> <p>Some Exams are <u>written on laptop computers</u> and submitted online to the professor.</p>
Facilities:	<p>State of the art -- library services, internet cafe, cafés, restaurants, student organisations, bookstores, recreational facilities are all on the UWO campus, and many within Ivey.</p> <p>Wireless internet connections including LEAF email address are available to all Ivey students and exchange students.</p> <p>Laptop computers: Ivey students are required to have a laptop computer available for all classes. Exchange students are not required to have a laptop. If an exchange student owns a laptop, they should bring it to Ivey.</p>
Student Services:	MSc Exchange Student Committee is available to acclimatize exchange students to the Ivey School and the classes, and to integrate the exchange students into Ivey student social activities.
Orientation:	Orientation in September and January begins with the Exchange Student Welcome before classes begin. All exchange students should arrange to be in London, Canada by that date in order to become familiar with their surroundings, bus service, campus locations, etc. The academic year does not allow for much more organized orientation, however, the Exchange Coordinator and the Exchange Committees are always available.