# Student Services Centre

## 2014-2015 International Office Fact sheet

### Contacts

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Academic Assistant  
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### Telfer School address

Student Services Centre  
Telfer School of Management  
University of Ottawa  
55 Laurier Avenue East  
Desmarais Building, suite 1100  
Ottawa, Ontario, Canada K1N 6N5

### Fax number

613-562-5167

### E-mail address

ext@telfer.uOttawa.ca

### Website

www.telfer.uottawa.ca/exchanges

### Location

The Telfer School of Management is located in the Desmarais Building (an impressive 12 storey structure that features a variety of cutting edge facilities) on the main campus of the University of Ottawa in the heart of Canada’s Capital. Being the center of Canada’s high technology industry and headquarters of many national associations, Ottawa has a vibrant business environment and is at the forefront of national and international decision-making. The region offers thirty museums, fifty galleries and theatres, heritage sites, stunning architecture, festivals year-round, professional sports teams, natural wonders just minutes away from downtown and a mosaic of world cultures. You can be part of it all at the University of Ottawa through the many academic and social events organized for students.

www.telfer.uOttawa.ca
Academic calendar 2014-2015

Course selection

www.timetable.uottawa.ca

(Click on Courses offered on campus then enter Fall 2014 or Winter 2015 and select Telfer School of Management as Faculty). Only ADM, FLS or ESL courses are available to exchange students. Other courses will be refused.

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<table>
<thead>
<tr>
<th>Fall semester 2014 (BCom)</th>
<th>Mandatory Arrival:</th>
<th>August 27, 2014</th>
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<tbody>
<tr>
<td>Orientation:</td>
<td>August 28 and 29, 2014</td>
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<tr>
<td>Classes begin:</td>
<td>Wednesday, September 3, 2014</td>
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<tr>
<td>Study break:</td>
<td>October 12 to 18, 2014</td>
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<tr>
<td>Holidays:</td>
<td>Monday, September 1, 2014 (Labour day)</td>
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<tr>
<td>Classes end:</td>
<td>Monday, October 13, 2014 (Thanksgiving Day)</td>
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<tr>
<td>Examination period:</td>
<td>December 4 to 17, 2014 (exams can run until 10:00 pm on Dec. 17th, book your return flight accordingly).</td>
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<table>
<thead>
<tr>
<th>Winter semester 2015 (BCom)</th>
<th>Mandatory Arrival:</th>
<th>January 8, 2015</th>
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<tbody>
<tr>
<td>Orientation:</td>
<td>January 9, 2015</td>
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<tr>
<td>Classes begin:</td>
<td>Monday, January 12, 2015</td>
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<tr>
<td>Study break:</td>
<td>February 15 to 21, 2015</td>
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<tr>
<td>Holidays:</td>
<td>Monday, February 16, 2015 (Family day)</td>
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<td>April 3 to 6, 2015 (Easter break)</td>
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<td>Classes end:</td>
<td>Friday, April 14, 2015</td>
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<tr>
<td>Examination period:</td>
<td>April 15 to 28, 2015 (exams can run until 10:00 pm on April 28th, book your return flight accordingly).</td>
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Application deadlines

Fall semester: April 15, 2014
Winter semester: October 15, 2014

Accommodation

A limited number of single/double rooms are available in the Marchand Residence (only) for exchange students. If a room is allocated, a 700$ deposit will be required before mid May (Fall semester) or mid November (Winter semester). We are unable to guarantee that all students will receive a room in residence.

We recommend that you visit the Housing Services website at www.uottawa.ca/students/housing. They can also help you out if you are looking for off-campus accommodation.

Courses

Students have the option of taking ADM courses in either English or French.

Credits

Telfer courses are worth 3.0 credits for B.Com. and 1.5 or 3.0 credits for MBA. A full course load for BCom students consists of 12.0 credits per semester.

Grading Scale

The U of O uses the letter grading system. Passing grades range from A+ to D for undergraduate students; and from A+ to C+ for graduate students.

TOEFL Requirements (BCom) A minimum TOEFL score of 580 or 92 (Computer based).

Hours of operation

September to May: 8:45am to 4:30pm
June to August: 8:45am to 4:00pm