

## **INFORMATION FOR ENGINEERING STUDENTS WHO WANT TO GO ON EXCHANGE**

Many different international opportunities are available for engineering students to [Go Abroad](#) and an [Exchange](#) represents one of these opportunities.

This document contains helpful information in terms of student eligibility and the required steps for engineering students to successfully go on Exchange.

### **Important Notes:**

1. Students who want to go on Exchange usually apply in 2<sup>nd</sup> year to go on exchange in 3<sup>rd</sup> year. Students in their 4<sup>th</sup> year need to ensure that they find all of the courses they need to finish their degree, in order to graduate on time.
2. Eligibility:
  - 2<sup>nd</sup> or 3<sup>rd</sup> year students
  - Minimum of 70% cumulative average which must be maintained until departure if accepted into program.
3. Semester dates vary from country to country – term dates are show on Atlas, Western International’s Experience Portal.
4. Students who want to go on exchange would benefit from attending an [Information Session](#) hosted by Western International. Here they will discuss the process of applying, timelines, and you will be able to talk to students who have gone on previous exchanges. Session dates are typically held between October and November.
5. Students pay Engineering fees while on Exchange.
6. Students are eligible for OSAP while on Exchange.
7. Almost all universities teach at least one English course.

Exchange Office contact information: [exchange@uwo.ca](mailto:exchange@uwo.ca).

Students interested in the International Engagement Honor should email [intlearn@uwo.ca](mailto:intlearn@uwo.ca).

## STEPS:

1. Student logs on to [Atlas](#) , Western's International Experience Portal to search opportunities by destination, institution, language of instruction, and much more.
2. Student indicates they want to go on Exchange and makes a *notification* in Atlas. The Engineering Academic Counsellor receives a notification from Atlas. The Academic Counsellor confirms that the student has a minimum 70% average, is in good standing and will be able to graduate on time.
3. After the student finds an institution that they want to attend, they then *apply* through Atlas.
4. Western International either approves or rejects the student's application and informs the student.
5. After the student receives approval, they book an appointment with their Academic Counsellor and together they plan and discuss the Exchange Course Approvals Process.
6. Once approved, the student researches the institution's course descriptions and collects as many course approvals as they can – ensuring that they have more than is needed/required.
7. The student sends their course outlines to the respective Department Office, (Undergraduate Coordinator) for them to review course equivalencies. This could be either within engineering or other faculties on campus (e.g. STATS, PSYCH). The departments can review pre-requisites, etc. at this time.
  - a. Sometimes it will be difficult to find course outlines so please provide whatever you can about the course(s) – usually professor needs to review course content, hours, etc. for equivalency.
8. The student fills out the Exchange Course Approvals Form and obtains signatures/approvals from their department about what courses will be approved to take at the host institution. The form will be signed by the Academic Counsellor and then the student takes the form to the Western International office.