

| CATEGORIES | CONTACT AND DETAILS | | |
|---|---|---|--|
| Mailing Address for Incoming International Exchange Applications | ATTENTION: TRU Study Abroad Office TRU World, Thompson Rivers University (TRU) International Building 3059 805 TRU Way Kamloops, British Columbia Canada V2C 0C8 | | |
| Study Abroad Office and Emergency Contacts | Mobility Officer Ms. Heather Wisla, MA Email: studyabroad@tru.ca Office: +1 (250) 828-5164 | Mobility Officer Ms. Karie Russell Email: krussell@tru.ca Office: +1 (250) 377-6053 Mobile: +1 (250) 574-9375 | International Student Advising Email: isa@tru.ca |
| Website URLs | Institutional website: www.tru.ca TRU Study Abroad Facebook page: www.facebook.com/trustudyabroad TRU Instagram account: https://www.instagram.com/explore/tags/trustudyabroad/ TRU World YouTube Channel: www.youtube.com/mytruworld NEW ARRIVAL and ORIENTATION instructions for Inbound Students, click here: https://ourtru.ca | | |
| Institutional Information | Thompson Rivers University is a public, post-secondary institution authorized to grant degrees and diplomas under a Public Act by the Government of British Columbia. Thompson Rivers University Act: www.bclaws.ca/EPLibraries/ Memberships/Affiliations: [Universities Canada] www.univcan.ca/universities [CBIE] http://cbie.ca/ [LC] www.languagescanada.ca/ | | |
| Semester Dates and Application Deadlines NEW DATES Starting For Fall Nomination | Deadlines are set to ensure all exchange students can be admitted and registered into required programs Any late nominations after the application deadline date will only considered and approved by the program area/faculty. Attendance for the Orientation is mandatory. Refer to New Arrival and Orientation details above under URLs TRU Semester Dates: https://www.tru.ca/truworld/future-students/dates-fees.html | | |
| Procedure for Incoming International Exchange Applications | Fall (September - December) Nomination Deadline: March 25 Application Deadline: April 8 | Winter (January – April) Nomination Deadline: August 19 Application Deadline: September 3 | Summer (May - August) Nomination Deadline: December 1 Application Deadline: December 15 |
| | Students must be nominated by the home university coordinator. All application steps must be completed as per the online instructions with request documents uploaded by midnight of the application deadline date. If transcripts are not in English, translated copies will be requested. Need to be certified with the institutional logo. All students whose first language is not English are required to submit an official English Language Proficiency Report is required. For more information, see Language Test Requirement on page 3 of this document. Once a student is accepted to TRU they will receive an email from International Student Admissions with their official Acceptance Letter, and a document outlining costs and payment options for housing. | | |

| | |
|--|--|
| <p>International Student Advisors (ISA's)</p> <p><i>"Support with New Arrivals, Welcome, Orientation, Accommodation Medical Insurance, and Study Permit/ Visa"</i></p> | <p>International Student Advisors (ISAs) provide support and personalized assistance with day-to-day issues and matters related to life in Kamloops and TRU before arrival, and during the student's stay.</p> <p>When an exchange student receives the Official Acceptance Letter from the International Admissions team, each student will be assigned to an International Student Advisor (ISA). The International Student Advisor will reach out approximately 1 month after the email has been sent which includes: Official Acceptance Letter, Student Checklist, and Fee Sheet.</p> <p>Prior to the student's arrival, this ISA will contact the student directly with:</p> <ul style="list-style-type: none"> Welcome Letter with accommodation, mandatory orientation and Pre-Departure planning <p>International Student Advisors oversee the NEW ARRIVAL and ORIENTATION Sessions before the start of every semester. Each ISA will work with incoming students to assist with medical insurance and/or student service related needs while here at TRU.</p> <p>Reach out to them after receiving the Letter of Acceptance from International Admissions. Like and follow them on Facebook at www.facebook.com/mytruworld/</p> |
| <p>Additional Student Fees on Arrival to TRU</p> <p>IMPORTANT STUDENT INFORMATION ABOUT TUITION</p> <p><i>Tuition is to be paid to your home institution.</i></p> <p><i>TRU Tuition and Extended Health & Dental Plan fees will show on your myTRU account temporarily.</i></p> <p><i><u>These fees will be removed as per the TRU Add/drop dates approximately 3-4 weeks after the official first day of classes.</u></i></p> | <p>Student fees paid before arrival to TRU: (all fees are subject to change without notice)</p> <ol style="list-style-type: none"> Criminal Record Check for specific programs are paid by the student: nursing, education and social work programs. Personal Safety course for high risk settings, residential care, emergency and mental health are paid by the student. Uniform, Fit Testing for Masks and any other equipment as per program requirements are paid by the student. Administration of vaccinations for program requirements such as flu shots are paid by the student. Medical Insurance - please see Insurance and Medical section at the end of this form for further information Mandatory Fees approximately \$125.00 include TRU U-Pass & International Student Activity Fee Exchange students pay all additional Course activity and workshop fees associated with a specific course/program requirements (example Adventure field trips and Tourism site visits) in addition to the mandatory fees for the U-Pass & International Student Activity Fee <p>ALL ABOVE FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE</p> <p>Incoming Exchange students do not pay TRU tuition. These fees will show on their myTRU account. These fees are for degree seeking students, not exchange students.</p> <ul style="list-style-type: none"> Exchange students do not pay for lab fees. <p>The TRUSU UPASS (City Transit bus service) is an unlimited transit pass for the City of Kamloops. The UPASS also provides a 50% discount to a monthly membership to the Tournament Capital Centre and free access to the Canada Games Aquatic Centre. To learn more about the U-Pass for transit services please visit: www.trusu.ca/services/upass/</p> |
| <p>Academic Advisors and Program Advisors</p> | <p>Academic Advisors and Program Advisors assist students with approval for courses identified on application learning agreement.</p> <p>Please be advised this can take up to 1 to 2 months after submitting the application. It is necessary to check you have been <i>approved</i> for courses within myTRU account.</p> <p>To access myTRU students should go to https://www.tru.ca/its/students/mytru.html and login using the instructions on the page for new users. Go to the "Student Resources" tab, and check "Registration Status". Check to see if properly enrolled by looking up "Concise Student Schedule" on myTRU.</p> |

Academic and ESL Programs

"Incoming students must be registered as full-time students at TRU."

Full-time studies is equivalent to 9, 12, and/or 15 credits - which are typically 3, 4, and/or 5 TRU courses."

TRU semesters 15 weeks in length, with 13 weeks being face-to-face instruction and 2 weeks for exams.

"Once incoming exchange student has received the Letter of Acceptance, communication with an Academic and/or Program Advisor for planning and timetabling is Recommended."

General Instructions to study for academic credit with TRU

- Exchange student are non-degree seeking students.
- Undergraduate program options are available to exchange students.
- Graduate programs are not an option and are closed to Incoming Exchange Students.
- Minimum GPA of 2.5 is required to study at TRU.

Key Program Areas of Study include:

- **Arts and Humanities** (Fine Arts, Geography, Journalism, Psychology, Sociology, Anthropology, Economics, English, Geography and Environmental Studies, History, Modern Languages, Philosophy, Political Sciences, Theatre), ESL (Foundations ESL, English & Communication, English for Academic Purposes)
- **Business** Accounting, Economics, Finance, Human Resource Management, Marketing, International Business, Entrepreneurship, and other associated Business courses
- **Sciences, Health and Environmental** (Biology, Chemistry, Mathematics, Natural Resource Science, Environmental Studies)
- **Tourism** (Management, Events and Conventions, Resort and Hotel, with some 3rd & 4th year Adventure courses). Students are eligible to take 3rd and 4th year Adventure Tourism courses.

IMPORTANT TOURISM NOTE: These courses have associated course fees students are responsible to pay. These fees are not covered by the Exchange Agreement and subject to change without notice.

Limited and Closed Programs for Incoming Exchange Students:

- Graduate Programs including Masters of Education, Master of Business Administration, Masters of Nursing (graduate-level courses are numbered 5000 or higher)
- Education, Engineering, TESL courses are closed.
- Social Work course availability is limited.
- Nursing and Law closed, except for specific partners.

Additional and associated activity fees:

Some courses will have course activity fees such as Criminal Record Check, required course material and equipment such as face masks, administration of vaccinations, and field school trip costs which must be paid by the student. Failure to pay these fees will result in the official transcript not being released and issued to your home institution. Please see TRU Transcript Request section on next page.

Course Schedules

Lists of times, locations and course availability for fall, winter and summer semesters.

Course scheduler: www.tru.ca/campus/current/course_schedules.html

Step-by-Step Guide To Search Courses:

- Go to www.tru.ca
 - Click on the heading called Study on Campus.
 - New beige window opens, look for the heading Popular Links, and scroll down to click on Campus Course Schedule.
 - ***Before, we recommend to review the Definitions & Terms instructions to understand course name, course number and section, associated term.
 - After reading all information, click on View the Course Schedule blue button.
 - Select a Term to study at TRU:
 - Winter 20-- (Jan-Apr),
 - Fall 20-- (Sep-Dec).
 - DO NOT select any term with OL Division (View Only).
 - Click the Continue grey button.
 - Search broadly or narrowly.
 - **Search topic for example: biology, marketing, human resources event management.**
 - Click on the Search grey button.
 - Selected Term as instructed above
- Students can click on the Title link to open a Class Detail form, which provides specific details for Course Description, Syllabus, Co requisites, and Prerequisites along with credit hours and credit value.**

Language Test Requirement and Any Exceptions

English Language Pre-requisites are in place for courses within: Tourism, Education, Social Work, and Nursing.

Important Message:

English Language Proficiency Requirements are based on the identified tests.

If a student has taken English language classes at the home Institution, it is important these courses be identified on the student's official transcript.

English Language Proficiency Requirements for Academic Study

Applicants are required to meet minimum English language proficiency requirements for direct entry into academic programs. Academic requirements - Admission requirements vary, but all TRU programs require secondary school completion for academic admission.

Link to TRU English Language Requirements: <https://www.tru.ca/English-requirements.html>

Students may meet this condition by either providing an acceptable English language proficiency test score (TOEFL, IELTS, etc.) or by achieving an acceptable score on the TRU English Placement Test (EPT). If students do not provide a test score in advance, they will be tested on arrival and their course placement decisions will be made at that time. Recommended to complete acceptable tests prior to arrival to improve course selection options, however this is not mandatory.

Please note TRU is currently only able to offer exchange for incoming students wishing to study at the undergraduate level. If a student is required to complete the English Placement Test (EPT) on arrival, students will not be registered into academic classes until after the English Assessment.

There are a number of programs at TRU which have English as a pre-requisite such as: Education, Tourism, Social Work, and Nursing.

English Language Proficiency Requirements

| TRU Placement | TOEFL iBT | TOEFL paper-based | IELTS | MELAB | CanTEST | CAEL |
|-----------------------------------|------------------------------|-------------------|------------------------------|-------|--|---------------------------------|
| Direct entry to academic programs | 88+ with no section below 20 | 570+ TWE 4.5+ | 6.5+ with no bands below 6.0 | 81+ | 4.5+ with no component score below 4.0 | Overall 70+ No subtest below 60 |
| Direct entry into Level 5 ESL | 80+ | 550-569 TWE 4.0+ | 6.0+ with no band below 5.5 | 77+ | 4.0+ with no component score below 4.0 | Overall 60+ No subtest below 50 |
| Direct entry into Level 4 ESL | 71+ | 530-549 | 5.5+ with no band below 5.0 | 74+ | 4.0+ with no component score below 3.5 | Overall 50+ No subtest below 40 |
| Direct entry into Level 3 ESL | 61+ | 500-529 | 5.0+ | 69+ | 3.5+ | Overall 40+ |

*A student must meet or exceed the required level on all aspects to be at any specific level (for example, for the TOEFL, direct entry students must have an overall score of 88+ and all sections at least 20). When sub-scores are used, a good mark in one area will not compensate for a poor mark in another. We recommend that students who do not meet the requirements for direct entry write the TRU placement test to determine their appropriate placement in ESAL.

A student must meet or exceed the required level on all aspects to be at any specific level (for example, for the TOEFL, direct entry students must have an overall score of 88+ and all sections at least 20).

When sub-scores are used, a good mark in one area will not compensate for a poor mark in another. We recommend that students who do not meet the requirements for direct entry write the TRU placement test to determine their appropriate placement in ESAL.

Japanese English Language Proficiency Test — STEP -TRU will consider the STEP First Grade for direct entry into academic programs. We will also consider STEP Pre-First Grade Level as equivalent to TOEFL 500+ for placement purposes.

Note: Lower English Proficiency scores than those listed above would be placed at Level 1 or 2 ESL.

Common European Framework of Reference for Languages -TRU will consider the CEF C1 and C2 for direct entry into academic programs. We will also consider CEF B2 and B2+ as equivalent to the IELTS 5.0+ for placement purposes.

Cambridge ESOL TRU will consider the [CAE](#) (Certificate in Advanced English) and [CPE](#) (Certificate of Proficiency in English) for direct entry into academic programs. The FCE (First Certificate in English) will be considered at the IELTS 5.0+ for placement purposes.

Germany - English requirements for academic study may be waived if a student from Germany has a minimum mark of 12 (gut) in English when taken as an achievement/main/intensive course.

Minimum age of study at TRU - Students must be at least 17 years old.

| | |
|---|--|
| <p>Visa and Residency Support</p> | <p>International Student Advisors (ISA) will contact each and every incoming Exchange student after the official Acceptance Letter has been processed. Students will receive this information via email which will include: Acceptance Letter, Student Checklist, and Fee Sheet.</p> <p>The ISA will assist with directing students to the appropriate websites to research and make informed decisions with planning to come and study in Canada. Below are resources and links to information with the Government of Canada.</p> <p>Find out if you need a study permit? http://www.cic.gc.ca/english/helpcentre If you don't need a study permit, you will need to obtain an ETA (Electronic Travel Authorization): https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/eta.html Study in Canada visit: www.cic.gc.ca/english/study/index.asp</p> <ul style="list-style-type: none"> • Another tool to assist is to google "come to Canada wizard" • follow this link: www.cic.gc.ca/ctc-vac/getting-started.asp • Complete the survey and it will provide valuable information to prepare to come to Canada. <p>Canadian Embassy locations around the world: https://www.pc.gc.ca/en/voyage-travel/</p> |
| <p>TRU Transcript Request</p> | <p>At the end of your exchange, two (2) official transcripts will be sent at no charge to the student's home university.</p> <p>Transcripts are sent approximately 6 – 8 weeks following the completion of all exams and grades being submitted to the Registrar's Office.</p> <p>If additional transcripts are required, payment will be required and extra transcripts can be ordered and paid for by logging into myTRU. If the home institution requires any official documentation signed to confirm completion, it is the exchange student responsibility to notify the Study Abroad Office in advance to have any documents completed and/or signed.</p> <p>All fees are to be paid before finishing the semester at TRU. To view any outstanding fees or credits on account, check the student account within myTRU.</p> <p>If there are outstanding fees, transcripts will NOT be released or sent. Once student fees have been paid, send an email to ireg@tru.ca to communicate you are an exchange student who has paid your fees so now your official transcripts can be released to your home institution.</p> |
| <p>Study Abroad Ambassador Program</p> | <p>TRU has a group of returned Study Abroad students who have been chosen to be Ambassadors for the Study Abroad Program. These student ambassadors provide peer-to-peer support to incoming international exchange students. They coordinate Information Sessions, various special events, and can be reach at TRU Study Abroad Facebook page. Visit, like and follow us on Facebook at www.facebook.com/TRUStudyAbroad</p> <p>Study Abroad Ambassadors want to connect with inbound exchange students. Events and activities are coordinated for all International students. Please reach out to them on your arrival to TRU!</p> |
| <p>International Student Activities</p> <p>LEAP Program</p> | <p>LEAP organizes regular activities and outings in the Kamloops area and beyond. Activities & events are open for international and domestic students. Activities include hiking, camping, skiing, horseback riding, concerts, theatre, bowling, sports events...and many more! The International Student Activity fee is automatically applied to the student's TRU account.</p> <p>For more information, contact the LEAP program by email TRUleap@gmail.com, by phone (250) 377-6196 or in person at the LEAP desk (on the first floor of the International Building, beside the elevator). Visit, like and follow LEAP on Facebook at www.facebook.com/leapTRU</p> <p>This program is a great way to meet other International students studying in Kamloops, and a very cost effective way to experience activities and events. Experience Canadian culture, meet other likeminded students, and engage in activities while studying here at TRU. Students are welcome to invite Canadian students to join and participate in these events and activities.</p> |

Accommodation

Students coming to TRU will receive an email communication from an International Student Advisor.

Within the email, you will receive instructions guiding you on how to book accommodation.

Accommodation Choices and Associated Fees

Please read the following information carefully for planning your accommodation while studying at TRU. Below is information for students who are coming to TRU through the ISEP and Bilateral Programs. If you are unsure which program you are with, **ASK YOUR COORDINATOR AT YOUR HOME INSTITUTION.**

All inbound exchange students: Once admitted to TRU, a student will receive a Letter of Acceptance, along with a fee payment form that will provide accommodation details. Students will receive an email from an International Student Advisor (ISA) approximately 1 -2 months before arrival to assist with selecting, finding and/or booking accommodation.

IMPORTANT ACCOMMODATION INFORMATION:

- Accommodations are booked on a first-come-first service basis. Meaning, if a student is wishing assistance and living in one of the 3 options, it is recommended to not delay and book immediately. Space is limited.
- For all accommodation choices, security deposits may be non-refundable if a student cancels their accommodation. Fees are subject to change without notice.
- TRU does not have an on campus meal plan/program in place. The Homestay Program is the only accommodation option which provides accommodation and a meal plan.

All housing options can be found at this link (please keep checking website as information is updated regularly): <https://www.tru.ca/truworld/future-students/housing.html>

Bilateral Program University to University

- Only Bilateral students, not ISEP students
- Rates can change without notice
- Can request assistance with accommodation by paying a placement fee of \$150.00
- International Student Advisor will support the student
- All accommodation fees are to be paid in advance, prior to arrival to confirmation and holding.
- Three choices to choose from as indicated on the Fee Form with the Letter of Acceptance:
 1. Homestay - accommodation and meal
 2. TRU Residence - accommodation only
 3. McGill Housing - accommodation only
- **Availability is limited - book quickly.**
- Each accommodation choice will have different rules, application fees and damage deposits, along with payment methods.
- Speak with an ISA to clarify any questions or concerns, along with special requirements.

International Student Exchange Program (ISEP) Program

- **Only for ISEP students**, not Bilateral Program students.
- All ISEP students will receive an **ISEP Benefit Stipend** on arrival to TRU during the International Orientation for the amount equivalent to 4 months of the Homestay fee.
- Rates can change without notice - All accommodation fees are to be paid in advance, prior to arrival, as per the specific instructions.
- There is no fee to ISEP students for accommodation assistance.
- 1st choice of accommodation - Homestay Program
- All ISEP students, can **opt-out**, if they wish to not live with a homestay host family.
- **To opt-out**, this must be communicated to an International Student Advisor (ISA).
- There are two choices student can select from for on campus housing:
 - TRU Residence - accommodation only
 - McGill Housing - accommodation only
- **Availability is limited - book quickly.**
- Each accommodation choice will have different rules, application fees and damage deposits, along with payment methods.
- Speak with an ISA to clarify any questions or concerns, along with special requirements.

Consult with the International Student Advisor (ISA) to better understand your choices of accommodation. Book accommodation early, as spaces are limited.

Insurance
and
Medical

IMPORTANT Medical Insurance information: All students are **automatically OPTED-IN** to the Medical Insurance Plan with Guard.me prior to arrival at TRU, regardless. Students must Opt-Out to cancel the policy. The cost is approximately C\$60.00/month (these fees are subject to change without notice). Follow this link for more information: <https://www.tru.ca/truworld/new-students/medical-insurance.html>


This policy provides temporary health and medical insurance for all international and exchange students, providing health and emergency insurance coverage for the duration of the study period at TRU.

With the Guard.me plan a student is protected for: a minimum coverage of 5 million; visits to a doctor in any clinic or public hospital in British Columbia; and supported for pre-existing medical conditions. For students wishing to visit other provinces in Canada or travel to the United States, coverage is included within this plan. Also covers emergency hospitalization and medical services.

Coverage starts immediately on payment of plan, up to and including, the end of the study period. Additional insurance coverage is available for a spouse, partner, and dependent children. Insurance policies must be in the parameters (same timeframe as the student) of the policy start and end dates.

TIPS:

1. All students participating on exchange, it is mandatory to have medical insurance while studying at TRU.
2. Complete Medical Insurance Opt-out form included with Inbound Exchange Application.
3. Proof of coverage is mandatory.
4. If there is no completed Opt-out form, the exchange student will be responsible to pay the fee.



Fee Schedule

| | |
|--------------------------------------|----------|
| Inpatient Charges | |
| Ward Rate | \$3,600 |
| * Intensive Care | \$10,085 |
| Special Care Nursery | \$10,085 |
| Special Care Unit | \$10,085 |
| Step Down Unit | \$10,085 |
| Maternity | \$3,600 |
| Newborn | \$1,095 |
| * Caesarean Delivery | \$2,360 |
| Labour & Delivery | \$1,380 |
| *Rates may differ by facility | |
| Surgery | |
| First 2 hours | \$2,320 |
| Each subsequent hour or part thereof | \$1,170 |
| Outpatient Charges | |
| Emergency | \$765 |
| Clinical | \$765 |
| Day Care Surgery | \$3,100 |
| Hemodialysis | \$1,205 |
| Physiotherapy | \$346 |
| Diagnostic Services | |
| Radiology | \$346 |
| Laboratory – Patient Present | \$346 |
| Laboratory – Referred In | \$173 |
| Other Diagnostics | \$340 |
| CT Scan | \$1,660 |
| MRI | \$1,840 |

Rates are effective May 1st, 2017, and subject to change.
Not all fees are listed.
For more details, please contact us at:
1-866-314-2806

Non Residents of Canada

Fees for Hospital Treatments

www.interiorhealth.ca

Additional coverage is available following the completion of the exchange. Contact an International Student Advisor for assistance if you wish to purchase additional coverage.

View the Guard.me policy at www.guard.me/tru. Please refer to this site to view the policy in English and other languages.

Example of medical costs here in Kamloops: Costs for admission and treatment only at the Kamloops hospital and/or walk-in clinics can be very expensive.

Here is an example of medical fees a student could be responsible to pay if not protected by medical insurance.

Students who are protected by Guard.me and/or an alternate plan may have to initially pay the costs up front. Once paid, a claim can be submitted for reimbursement (refund of money paid).

TO OPT-OUT: (Only the following students can opt-out)

1. Covered with medical insurance by their Home Institution or ISEP
2. Covered with medical insurance provided by Government from their Country of Origin (example: Australia, Austria).

Students must provide a scanned copy of their proof of coverage along with this form. Please be aware of the following:

- no extensions or exceptions will be made past the deadline date (International Orientation week at TRU)
- students who do not opt out on time with proof of alternative insurance coverage will automatically be enrolled into the Guard.me plan
- medical insurance fees will be charged to the student account
- students will not be eligible for a refund
- if student fees are not paid before completion of the exchange, the official TRU transcript will not be released to the student's home institution

SPECIAL NOTE: All students coming through ISEP (International Student Exchange Program) students OPT OUT of Guard.me

Medical services on campus include a physician at the TRU Health Clinic.