

Global Reach. Innovative Programs. Diverse Perspectives.

# Schulich



## Exchange Arrival Guide



# INTERNATIONAL RELATIONS

## Welcome to the Schulich Community!

Dear Exchange Student,

Congratulations on being accepted to the Schulich School of Business at York University in Toronto, Canada!

Our team in the International Relations Office looks forward to welcoming you to Schulich, Toronto, and Canada. We hope that your time here will be a successful one filled with exciting opportunities.

Our office is dedicated to making your transition to Canada a smooth one. We have compiled this arrival guidebook for exchange students to address some of the most frequently asked questions regarding the arrival on campus and getting settled in the community. We hope that you will find this guide helpful.

Please contact us if you have any questions.

We look forward to meeting you at the Exchange Orientation.

Sincerely,

Cheryl, Tina, Ann, Lan and Tim

### International Relations Office

Room: W262P, SSB; Tel: +1-416-736-5059

Email: [exchange@schulich.yorku.ca](mailto:exchange@schulich.yorku.ca)

Website: [exchange@schulich](http://exchange@schulich)

### Cheryl Stickley

Graduate International Program Coordinator

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### Tim Tang

Director, International Relations

Email: [ttang@schulich.yorku.ca](mailto:ttang@schulich.yorku.ca)

### Office Hours

Monday through Friday

9:00 AM EST – 4:30 PM EST

# PREPARING TO ARRIVE IN CANADA

## Engage in Student Life

### The Open Arms Committee

The Open Arms Committee (OAC) is a student-run organization at Schulich with the purpose of facilitating the transition of exchange students by trying to help them adjust to their new environment and settle into Schulich.

Throughout the year, the OAC will organize various events. In addition, exchange students are partnered with a Schulich student “buddy” who is available to answer any questions and concerns.

The OAC will email you with information and an invitation to join their Facebook Group!

**Graduate OAC:** [mbaoac@schulich.yorku.ca](mailto:mbaoac@schulich.yorku.ca)

**Undergraduate OAC:** [bbaoac@gmail.com](mailto:bbaoac@gmail.com)



### The Graduate Business Council (GBC) & Undergraduate Business Society (UBS)

The GBC and UBS are the Schulich student representative councils for their respective students.

Each term the GBC and UBS organize events and initiatives which help to engage students with the larger student body. Aside from social and athletic activities, the GBC & UBS serves as the student body’s voice to faculty and administration.

### Student Clubs and Associations

Get involved with one of Schulich’s many clubs and associations. From the Case Analysis Club (Grad) to the Schulich Charity Association (Undergrad), there is a group for every interest. Visit the [GBC](#) and [UBS](#) website for more details.

Ask your Schulich “buddy” for more information.



# PREPARING TO ARRIVE IN CANADA

## Pre-arrival Checklist

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- [Immigration](#) Documents
- Secure [Accommodations](#)
- Learn about [Health Insurance](#)
- [What to Bring](#) with you
- Plan to arrive for [Orientation](#)



# PREPARING TO ARRIVE IN CANADA

## Do You Need a Study Permit, TRV or eTA?

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### Documents Required to Enter Canada

- Exchange students studying for one semester (less than 6 months) [do not require a study permit](#). However, depending on your [country of citizenship](#), you will require a [Temporary Resident Visa \(TRV\)](#) or [electronic Travel Authorization \(eTA\)](#) to enter Canada (exception for US citizens). Check [processing times](#) and apply early.
  - NOTE: your Letter of Acceptance can be used as the “invitation letter” requested in the TRV application. You can also consider including a cover letter to clarify that you will be an exchange student in Canada for one term (less than 6 months).
- Exchange students studying for longer than 6 months (more than one semester) will require a [study permit](#). Review the [application requirements](#), [required documents](#) and [processing times](#) for your visa office before applying. We encourage you to **apply early** as processing times can vary. A TRV or eTA will be issued at the same time, if required.
- You will need to bring your Schulich acceptance letter with you to the airport or border crossing when you first arrive in Canada.

### International Experience Canada

- Exchange students wishing to work in Canada after their exchange term can check their eligibility for [International Experience Canada](#) programs. Please check to see if your program requires you to apply outside of Canada.

### Travelling to the US

- Consider any planned travel to the US and whether or not you will need a [visa](#) or [ESTA](#). Note: If possible, apply for your US visa before you leave your home country.



# PREPARING TO ARRIVE IN CANADA

## Accommodation

It is your responsibility to secure accommodations in Toronto. Consider the type of accommodation that is best for you by researching costs, location, etc.

### On-Campus Housing

Undergraduate – Residence	Graduate – York University Apartments
<ul style="list-style-type: none"><li>• 8 Residence buildings on York’s Keele Campus</li><li>• Meal-Plan available for students</li><li>• Variety of social and educational activities are provided for residence students</li><li>• For more details including photos, rates and contact info, visit the <a href="#">Undergraduate Residence Website</a></li></ul>	<ul style="list-style-type: none"><li>• Apartment buildings for graduate students and families</li><li>• Lease-based occupancy</li><li>• Furnished and unfurnished apartments</li><li>• Students should bring their own bedding, small kitchen appliances and other items</li><li>• For more details including photos, rates and contact info, visit the <a href="#">York Apartments website</a></li></ul>

### Off-Campus Housing

- If you choose to live off campus, it is your responsibility to source housing alternatives

Note - Tenants in Ontario have certain rights and responsibilities. Familiarize yourself with the general guidelines before entering into a lease or rental agreement by visiting the [Landlord and Tenant Board website](#).

#### Executive Learning Centre Hotel:

Students and family may stay here at a reduced rate upon arrival. Use promo code ‘SSB INTL STU’

Tel: +1-416-650-8300

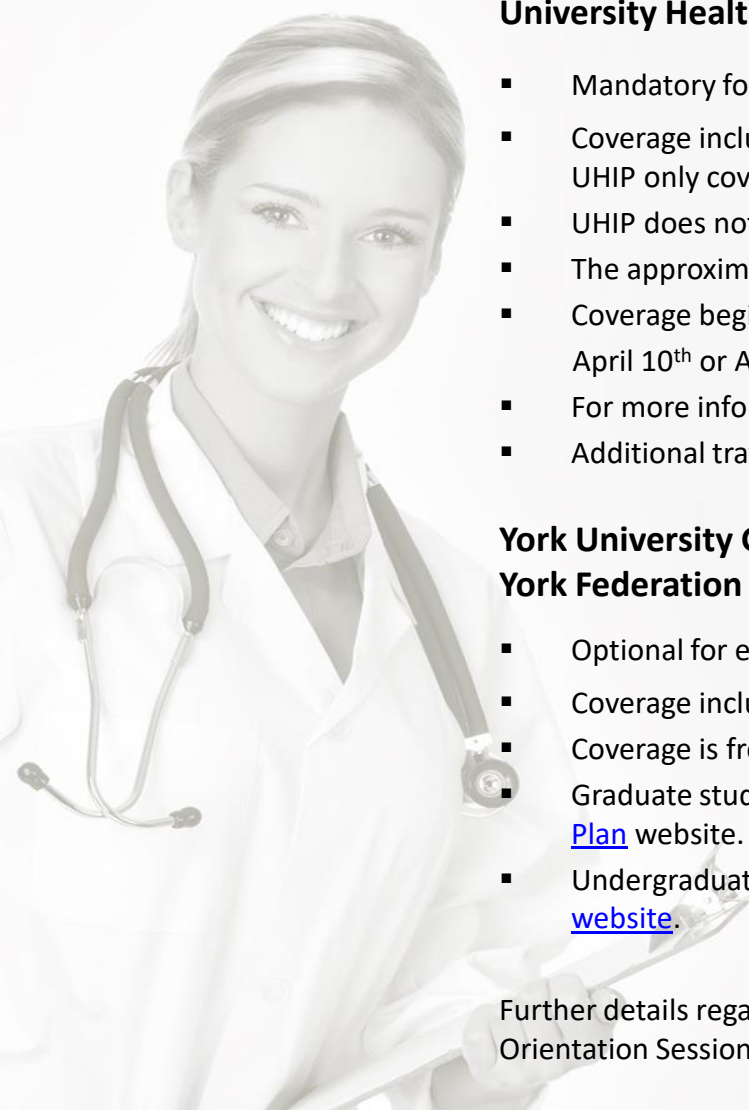
Website: [ELC Accommodation](#)



# PREPARING TO ARRIVE IN CANADA

## Health Insurance

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### University Health Insurance Plan (UHIP)

- Mandatory for all international students and dependents.
- Coverage includes services such as doctor's visits and hospital ward accommodation in Ontario. UHIP only covers dental care required as a result of a major accident.
- UHIP does not cover medications, routine dental care, etc. Supplemental insurance recommended.
- The approximate cost is \$208 per term.\*
- Coverage begins on the 10<sup>th</sup> day of the month prior to the month of the first day of classes (i.e. April 10<sup>th</sup> or Aug. 10<sup>th</sup> or Dec 10<sup>th</sup>).
- For more information visit the [UHIP](#) website or the [York University health insurance](#) website.
- Additional travel health insurance should be purchased for travel outside of Canada.

### York University Graduate Students' Association (YUGSA) Health Plan & York Federation of Students (YFS) Health & Dental Plan

- Optional for exchange students.
- Coverage includes items such as prescription drugs, paramedical services, dental benefits, etc.
- Coverage is from Sept. 1<sup>st</sup> – Aug. 31<sup>st</sup>.
- Graduate students: the approximate cost is \$250.\* For more information, please visit the [GSA Health Plan](#) website.
- Undergraduate students: the approximate cost is \$240.\* For more information, please visit the [YFS website](#).

Further details regarding health insurance and how to make claims will be provided at the Exchange Orientation Session.

*\* Fees are subject to change.*

# PREPARING TO ARRIVE IN CANADA

## How to Pay Your Student Account

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Exchange students pay tuition to their home school however, there are some fees you may be charged as an exchange student at Schulich. The charges you may receive on your York University student account include UHIP and on-campus housing rent (if you are living on campus).

The options you have to pay your student account are:

1. Wait until you arrive and open a Canadian bank account at any bank (for your convenience, there is a Bank of Montreal (BMO) on campus). To open an account take your passport and acceptance letter or YU Card to the bank. You can then transfer your payments from your bank account to your York student account.
2. If you choose not to open a Canadian bank account you can pay your York student account by wire transfer through Western Union: [http://sfs.yorku.ca/fees/paying/western\\_union.htm](http://sfs.yorku.ca/fees/paying/western_union.htm) . **There is no transaction charges from Western Union or York University however, your bank may charge a transaction fee.**

**\*\* ALWAYS** remember to include your York University student number with your payments so the money goes into the correct account.

Please note: Your York student account is **NOT** a bank account! Do not transfer large sums and then try to take the money out. Only transfer enough money to cover any charges you will receive.



*Further details regarding banking and your student account will be provided at the Orientation Session.*



# PREPARING TO ARRIVE IN CANADA

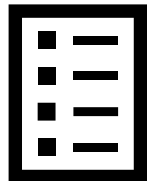
## Academics – Courses and Enrolment



### Course Selection

- Enrolment completed
- Instructions sent to view your timetable
- High demand/limited space

Time	Monday	Tuesday	Wednesday	Thursday	Friday
0800 - 0900					
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### Waitlist

- for high demand courses
- [Waitlist.Schulich.yorku.ca](http://Waitlist.Schulich.yorku.ca)
- Notifications to Schulich email



**Schulich**  
School of Business  
York University

### Wait List Portal

#### Master's Level

[Master's level Wait List for Fall 2011](#)  
[Master's level Wait List for Winter 2012](#)

#### Undergraduate Level

[BBA/IBBA Wait List for Fall 2011](#)  
[BBA/IBBA Wait List for Winter 2012](#)



### Enrolment Once Courses Begin

- Waitlist assessed until...
  - MBA – first week of classes
  - UG – second week of classes
- Attend classes you are enrolled in
- Permission from Instructor



# PREPARING TO ARRIVE IN CANADA

## When to Arrive and What to Bring

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Arrive in Toronto a day or two before your first session. This will allow you to adjust to the time difference, set-up your accommodations and become familiar with the campus.

*Living on-campus?* Arrive on a weekday, during office hours, so you can obtain your apartment keys.

### Important Items to Pack

- Valid Passport, with Temporary Resident Visa (TRV) or Electronic Travel Authorization (eTA); or US passport\*
  - Your Schulich Letter of Acceptance (copies acceptable)\*
  - Letter of Introduction from visa office (applicable only if you've applied for a study permit)\*
  - Photocopies/digital copies of all important documents and send to your email address\*
  - Proof of funds (i.e.: bank statement)\*
  - Address where you'll be residing\*
  - Credit card(s)
  - Medical and eyeglass prescriptions if necessary
  - Medical insurance documents for extended health care coverage if you have it
  - Driver's license or international driver's license ([drivetest.ca](http://drivetest.ca))
  - Unlocked phone
  - Laptop
  - Power type A and B: Standard voltage is 120V, standard frequency is 60Hz  
<https://www.power-plugs-sockets.com/canada/>
  - Business attire for presentations and career events
  - Weather appropriate clothing for the [season](#)
  - Canadian dollars or money to exchange for immediate use upon arrival
  - [York U Campus Map](#)
- \* Pack in your carry-on luggage, as you will be required to show this to the border officer after getting off the plane**



# ARRIVAL IN CANADA

## Arrival Checklist

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- [Transfer](#) from the airport and check into your accommodation
- Orient yourself with the [York campus](#)
- Obtain your [YU-card](#)
- Contact your [Schulich Buddy](#)
- Learn how to use public [Transportation](#)
- Go [Shopping for Food](#) and [Living Essentials](#)
- Attend the [Orientation](#) Session
- [Explore!](#)

# ARRIVAL IN TORONTO

## Transport from Pearson International Airport

### Airport Taxi

- Easiest way to get directly to your place of residence with luggage.
- Taxi fares from the airport are based on a flat rate tariff.
- Fare : **\$50-60 CAD** Approximately (tips and extra luggage fee extra).
- Travel time: 30 minutes to York campus.
- For more information on taxi services, visit the [Pearson Airport](#) website.
- Taxis will be waiting once you exit the airport terminal. Use only authorized taxi providers.

### Ride-Hailing Apps

- Use [Uber](#) or [Lyft](#) to and from airport

### Airport Train to Downtown - Union Pearson Express

- Connects to Union and Bloor subway stations.
- Fare: **\$12 CAD** Approximately. Pay by cash, credit, or Presto card (card purchasable at green self-serve machines in Pearson Station).
- Travel time: 25 minutes to Union Station (Downtown).
- Locations: Terminal 1 (Link train available from Terminal 3).
- For more information, visit [UPExpress at Pearson](#).
- Tickets: [Union Pearson Express Tickets](#).

### On-Campus

#### York Student Housing Office:

340 Assiniboine Road, York University,  
Toronto, ON M3J 1L2  
Tel: +1-416-736-5152  
(Building #47 on the [campus map](#))

#### Schulich School of Business:

111 Ian Macdonald Boulevard,  
Toronto, ON M3J 1P3  
Tel: +1-416-736-5060

### Off-Campus

Make sure you have your apartment or hotel address available.





# ARRIVAL IN TORONTO

## Public Transit from Pearson Airport

### Public Transit: Toronto Transit Commission (TTC)

- *Not recommended for first arrival as it is difficult to carry your luggage up and down stairs and through crowds on the buses and subway.*
- Cheaper alternative option (**\$3.25 cash**)
- Travel Time: Approximately 2 hours to the York campus
- Difficult to carry your luggage through crowds on the buses and subway during rush hour (Monday to Friday 7am - 9am and 4:30pm – 6:30pm)
- Pick up location:
  - Terminal 1, Ground Level, second curb, Column R4
  - Terminal 3, Arrivals Level, third curb, Column C12
- For Schedule, please visit the TTC Website: [192 Airport Rocket](#)

### Airport TTC Tickets Vending Machine:

- Terminal 1: Curbside, at column "R"; Terminal 3: Single fare tickets @ the Currency Exchange counter located on the arrivals level
- Cash or major credit cards accepted. Availability: 24x7 to purchase adult (not student) tokens. You may also pay the driver directly with exact Canadian cash
- Ask the driver for a “**Transfer**” to continue your trip on another connecting TTC route so you do not have to pay again

### TTC Directions to York University

From Pearson Airport, take the **192 Airport Rocket Bus** to the **Kipling Subway Station** (Bloor- Danforth subway line)

Take the **Eastbound** subway from **Kipling** to **St. George** subway station

Exit the train at St. George station, walk up the stairs to the University-Spadina subway line and take the **Northbound subway** to the **York University** subway station

Walk to your destination on [campus](#)



# ARRIVAL AT YORK UNIVERSITY

## Know your Campus

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### Banking & ATM Machines

- **Bank of Montreal (BMO):** Located in York Lanes. Branch & ATM machines.
- **CIBC:** Located in the Schulich School of Business. ATM only.
- **Royal Bank (RBC):** Located in 340 Assiniboine Residence & Bennett Centre. ATM only.
- **Scotiabank:** Located in Bergeron Centre for Engineering. ATM only.
- **TD Canada Trust:** Located in Central Square. ATM only.



### York Lanes

- Includes places to eat, the bookstore, post office, public transit passes, pharmacy, dentist, doctor, etc.



### Emergency and York Security

- Contacts in case of emergency
  - In general: **call 911**. Free of charge from any phone
  - On campus: York Security at **+1-416-736-5333**
- York Security Office Location: Parking Structure 2, William Small Centre

### York U Safety Mobile Application

One-stop access to all of the University's safety resources: direct call to campus security;

Key student safety services such as goSafe; Campus Shuttle; interactive campus maps.

Download it today - [York U Safety App](#)



# ARRIVAL AT YORK UNIVERSITY

## YU-Card

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The YU-Card is York University's official photo identification & campus debit card. It provides access to key services such as library, recreation facilities, exams, food, shopping, events, discounts and more.

### How to get your YU-card:

Two options:

- You will receive an email from Schulich with instructions on how to upload your photo by December 14<sup>th</sup>. The YU-card can be picked up in Student Services in January 2019.
- If you are on campus earlier and wish to have your YU-card as soon as possible to access the recreational facilities, laundry, etc., visit the [YU-card office](#) for instructions.

### What do I need to bring to pick up my YU-card?

- Your York U student number
- One piece of valid government-issued photo identification, such as: Passport; Driver's license; Citizenship cards; BYID card

### How to load money onto your YU-card

- Add money online [here](#).
- YU-card station located in one of the campus libraries or at the YU-card Office located at 200 William Small Centre.

YU-card



Manage Your  
YU-card



# ARRIVAL IN TORONTO

## Public Transportation

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### Toronto Transit Commission (TTC)



- TTC is Toronto's public transportation system.
- The subway system connects with buses and streetcars.
- The following are the bus routes to/from York University:
  - 41 To Pioneer Village Station and Finch West Station
  - 60C To Finch Station
  - 106 To Pioneer Village Station and Sheppard West Station

### Paying on the TTC:

- You can pay cash fare or reloadable Presto Card to ride the TTC.
- Fare: \$3.25 (source-to-destination). Presto: \$6 for card, minimum load \$10.
- Bus drivers do not give back change.
- Presto Card Purchase: Subway stations or in Shopper's Drug Mart in York Lanes.
- Obtain a transfer from the driver for stopover or to change routes if you paid cash fare, retap with Presto (will not be charged again if transfer is within 2 hours of initial tap).
- For more information, visit: [TTC Website](#)

### York Region Transit (YRT)



- Serves areas north of York University (York Region).
- The YRT Jane – Concord Route 20 Line runs along Jane St. to Interchange Way at Highway 7 (IKEA & Walmart) Jane St. to Rutherford Rd (Vaughan Mills Mall).
- Bus stops on the York campus : close to York Lanes.
- Fare : \$4 cash (one way), or Presto Card
- For more information, visit: [YRT Website](#)

### GO Transit



Transit

- Connects YU to out of town locations: Mississauga, Brampton, Hamilton, Scarborough , Milton etc.
- Bus stops on the York campus : Close to York Lanes .
- Fare : \$10-\$20 (depending on the distance)
- Tickets can be paid using Cash/Credit card/PRESTO Card
- For more information, visit: [GO Website](#)





# ARRIVAL IN TORONTO

## Shopping for food...



### Grocery Checkout

- York Lanes



### Your Community Grocers

- University City Mall, Sentinel Rd.

Directions: Walk South on Sentinel Rd. (South of The Village)



### No Frills

- 3685 Keele St., Keele St. & St. Regis Cres.

Directions: TTC 41 Keele bus. To the St. Regis Cres. stop.

- 1 York Gate Blvd, York Gate Mall

Directions: Take the TTC 35A to Jane Station. Get off at the York Gate Blvd.



### Walmart

- 3757 Keele St., Keele St. South of Finch Ave.

Directions: TTC 41 Keele bus to the Broadoaks Dr. stop.

- 101 Edgeley Blvd, Hwy #7 & Edgeley Blvd

Directions: Take TTC Subway to Vaughan Metropolitan Centre Station and walk 10 minutes.



### T&T Supermarket

- The Promenade, 1 Promenade Cir, Thornhill, ON L4J 4P8

Directions: Viva Purple bus to the Promenade Terminal Platform 7

## Alternate Grocery Shopping

### Shoppers Drug Mart

York Lanes, York University

- Not a full grocery store but can pick up some non-perishable food items and snacks

### Online Grocery Shopping

#### Grocery Gateway

- Minimum \$45 per order
- More costly but convenient
- delivered to your apartment/residence

### Specialty Grocery Stores

- There are other supermarkets and grocery stores found near campus that can accommodate any specific diet.
- [Please visit the York International website for more details](#)

# ARRIVAL IN TORONTO

## Shopping for living essentials...

Regardless of where you choose to stay, you will need to purchase living essentials like pillows, blankets, dishes, etc.

### Stores close to campus



#### Walmart

A popular store due to its low prices and good quality.

You can also buy groceries.

- 3757 Keele St., Keele St. South of Finch Ave.  
Directions: TTC 41 Keele bus to the Broadoaks Dr. stop.
- 101 Edgeley Blvd, Hwy #7 & Edgeley Blvd  
Directions: Take TTC Subway to Vaughan Metropolitan Centre Station and walk 10 minutes.



#### IKEA

Known for ready-to-assemble furniture and home accessories at an affordable price.

- 200 Interchange Way, Vaughan  
Directions: Take TTC subway to Vaughan Metropolitan Centre Station or YRT #20 to Peelar Rd.



#### DOLLARAMA

Known for affordable shopping. Broad range of products at fixed price from \$1 to \$3.

**Many locations in the area!**

<http://www.dollarama.com/store-locator/>

### Large Shopping Malls

#### Vaughan Mills

(YRT #20)

#### Toronto Eaton Centre

(TTC Queen or Dundas Subway Stations)

#### Yorkdale Shopping Centre

(TTC Yorkdale Subway Station)



# ARRIVAL IN CANADA

## Schulich Exchange Orientation

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**Graduate Exchange Orientation: January 4, 2019**

**Undergraduate Exchange Orientation: TBD, however, may be afternoon of January 2, 2019**

\*\* You may have received invitations to attend events by York International – webinars, orientation. In order to receive relevant Schulich information, you should prioritize attending Schulich events. You are welcome to attend York International events as well, however, you should note that the information provided may duplicate that provided by Schulich International Relations.

The Exchange Orientation provides information you need to successfully adapt to life at Schulich, Toronto, and Canada.

The benefits of attending Orientation are to:

- Meet and get to know the International Relations team, other students
- Understand your health insurance coverage & services
- Find out how to navigate Toronto via public transportation
- Discover things to see and do in and around Toronto



# ARRIVAL IN CANADA

## Explore!

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### Toronto

Information: [www.toronto.ca](http://www.toronto.ca)

Tourism: [www.seetorontonow.com](http://www.seetorontonow.com)

Guides: [www.toronto.com/guides](http://www.toronto.com/guides)

Visitor Information: [www.toronto.ca/visitors/index.htm](http://www.toronto.ca/visitors/index.htm)

### Ontario

Information: [www.ontario.ca](http://www.ontario.ca)

Tourism: [www.ontariotravel.net](http://www.ontariotravel.net)

Events: [www.festivalsandeventsontario.ca](http://www.festivalsandeventsontario.ca)

### Canada

Information: [www.canada.gc.ca](http://www.canada.gc.ca)

Tourism: [www.canada.travel/selectCountry.html](http://www.canada.travel/selectCountry.html)

Events: [canada.pch.gc.ca](http://canada.pch.gc.ca)

### Sightseeing

CN Tower: [www.cntower.ca](http://www.cntower.ca)

St. Lawrence Market: [www.stlawrencemarket.com](http://www.stlawrencemarket.com)

Kensington Market: [www.kensington-market.ca](http://www.kensington-market.ca)

Toronto Islands: [www.toronto.ca/parks/island](http://www.toronto.ca/parks/island)

### Museums

Royal Ontario Museum (ROM): [www.rom.on.ca](http://www.rom.on.ca)

Art Gallery of Ontario (AGO): [www.ago.net](http://www.ago.net)

The Hockey Hall of Fame: [www.hhof.com](http://www.hhof.com)

### Travel to the USA

Visa information: <https://ca.usembassy.gov/visas/>

