



Bienvenue à l'ÉTS!

*Welcome Session for International Students:
Master's with thesis (M. A. Sc.) and Ph.D.*

Summer 2023 – May 1st, 12 PM, A-1300



—————> ÉTS
INTERNATIONAL



WITH YOU TODAY

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- Master's with thesis (M.A.Sc.)
- Doctorate (PhD)

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- Success Plan
- Extending your studies

Your resources at ÉTS

- ÉTS Library
- Office of Student Life
- Student Association AÉÉTS

Part 2

First steps at ÉTS

- Academic calendar
- Administrative procedures
- IT tools and resources
- Insurance and healthcare
- Safety and laws
- Work
- Housing
- Getting around Montreal



Question period

QUICK OVERVIEW OF ÉTS

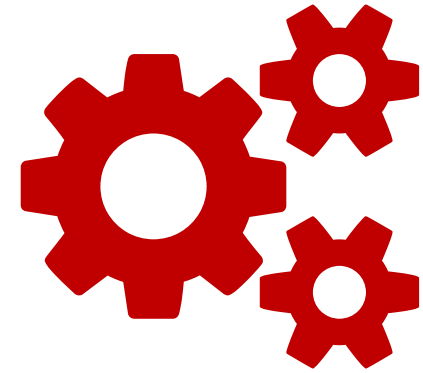
- Over 3,000 international students
- 30% of the ÉTS student population
- 2/3 of our international students are at the graduate level
- 75 % men | 25 % women
- Main countries of origin: *France, North Africa (Algeria, Morocco, Tunisia), Cameroon, Iran, Lebanon*
- Students admitted based on their knowledge of English to research-based programs
- Over 100 signed agreements and partnerships



Master's with thesis
M. A. Sc.



OVERVIEW OF THE PROGRAM



M. A. Sc.

45 credits comprised of:

- 15 course-based credits
- 30 research-based credits

Duration: 2 years (6 sessions)

Full-time enrollment for international students, including the summer session

Course schedule: courses can be offered during the day or the evening, and some are in an intensive format

Language of instruction: ÉTS is a French university, almost all courses are taught in French.

Program Structure

- 1 mandatory activity (3 credits)
- 4 optional activities (totalling at least 12 credits)
- 1 thesis (30 credits)

List of activities

1 mandatory activity (3 credits):

MTR801 [Planning for an Engineering Research Project \(3 cr.\)](#)

4 optional activities (at least 12 credits) from the corresponding program:

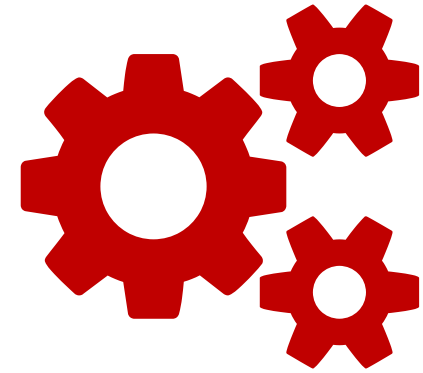
- [undertaken in French at ÉTS](#) (see "Liste des activités");
- OR undertaken in English at a partner university.

If you choose to take courses at a partner university, you must obtain prior approval from your supervisor.

The student must successfully complete the following activity near the end of the program (30 credits):

MTR890 [Master's Thesis \(30 cr.\)](#)

OVERVIEW OF THE PROGRAM



M. A. Sc.

Course-based credits

Two [mandatory activities](#) are to be taken at ÉTS :

ATE800 - Intellectual Integrity: Underlying concepts and techniques (0 credits)

MTR801 - Planning for an Engineering Research Project (3 credits)

Four optional activities (at least 12 credits) from the corresponding program

- Undertaken in French at ÉTS (see « [Liste des activités](#) »)*
OR
- Undertaken in English at a partner university (if you choose to take courses at a partner university, you must obtain prior approval from your supervisor)

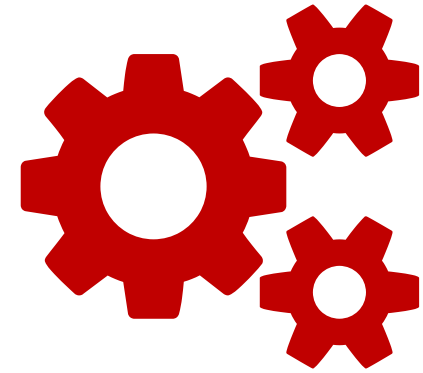
(*MTR871 – *Lectures dirigées* can be taken in English at ÉTS)

French course

You must successfully complete 1 extracurricular French course, appropriate to your level, in order to obtain your diploma. Take this course as soon as possible!

OVERVIEW OF THE PROGRAM

M. A. Sc.



Master's Thesis (30 credits)

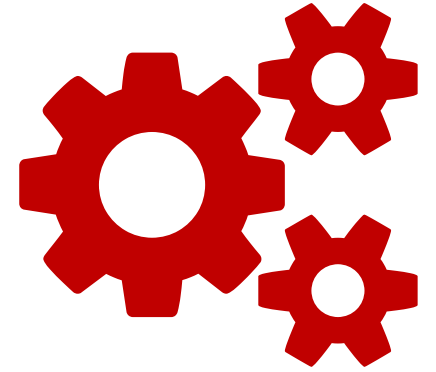
- 30 research-based credits spread out over 3 to 4 sessions, including or in addition to one term dedicated to writing and defending your thesis
- University-based research or through a partnership
- Role of the Dean of Studies Office
- Supervised by an ÉTS professor
- It is your responsibility to contact professors and find a thesis supervisor
- Compensation varies!

Requirements

- ✓ Identify a subject and a research director a maximum of 3 weeks prior to the end of the registration period for your second term (September 18, 2023)
- ✓ Complete the [Identification of research subject \(master with dissertation\)](#) form during your first term

OVERVIEW OF THE PROGRAM

THESIS SUPERVISOR



How to find a thesis supervisor?

- Consult the [Research Projets for Students](#) webpage
- Consult the faculty [webpages](#) to learn about their areas of expertise
- Sign up to receive the weekly [Substance](#) newsletter that promotes research activities at ÉTS
- Contact the director of your program

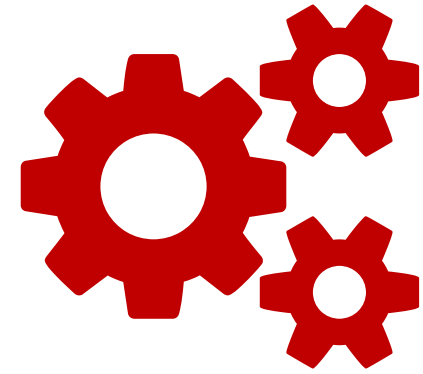
How should you approach a professor?

- First contact by email should include:
 - The reason why you are contacting the professor, brief introduction, your research interests or your idea for your subject
 - Show that you have taken the time to read about the professor's work and areas of expertise
 - Your C.V. (resumé), transcript, previous academic work that demonstrates the quality of your work
 - An invitation to meet you in person, including your availability

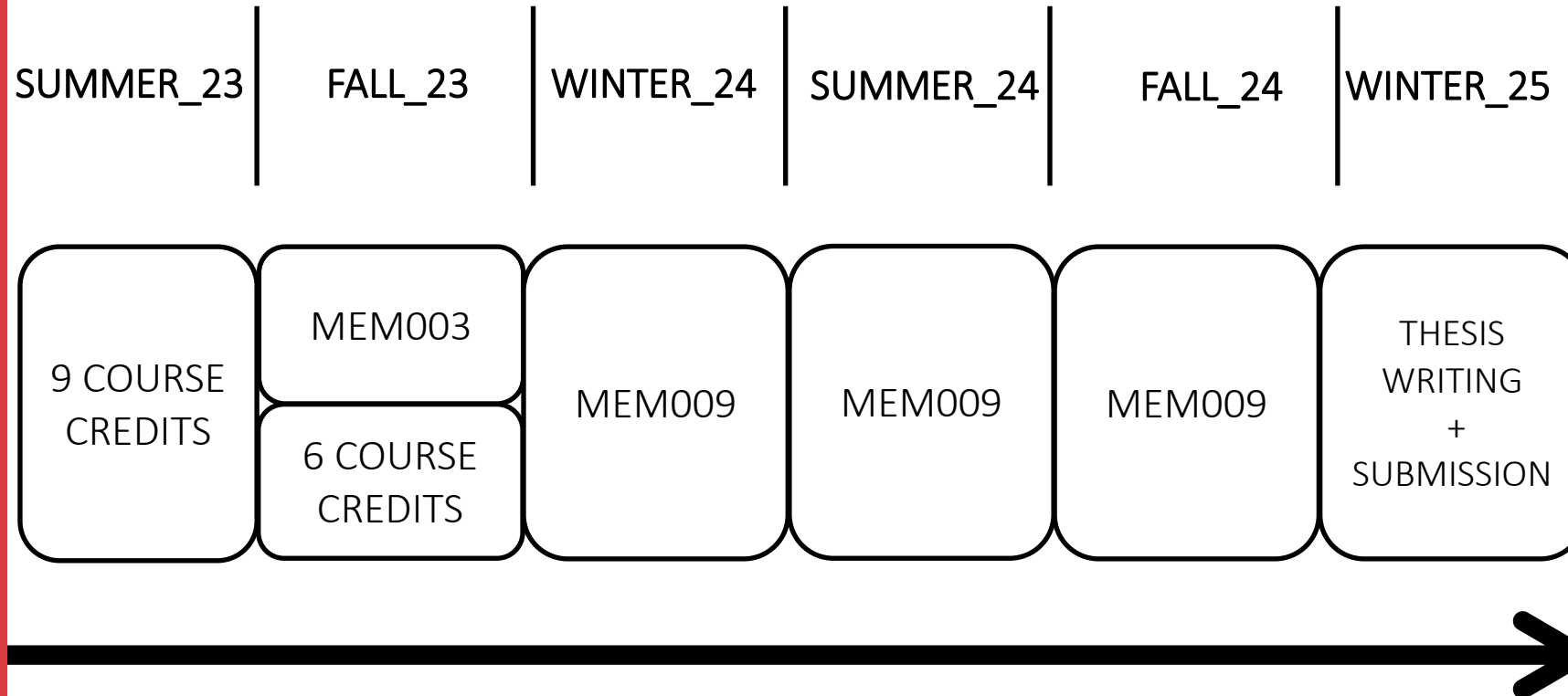
Questions?

Read more at [How to Find a Thesis Supervisor](#)

OVERVIEW OF THE PROGRAM



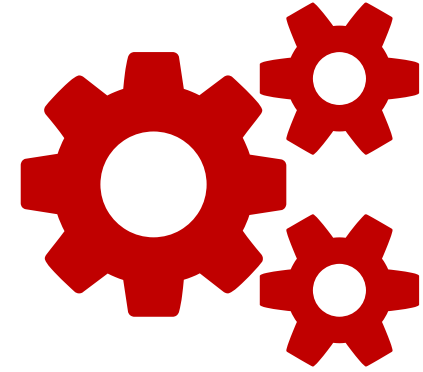
M. A. Sc.



**Doctorate
PhD**



OVERVIEW OF THE PROGRAM



Ph. D.

90 credits comprised of:

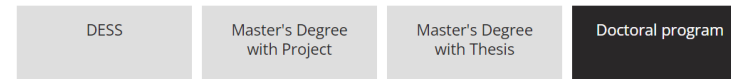
- 15 academic credits
 - 9 credits for the doctoral exam
 - 6 course credits
- 75 research-based credits

Duration: 4 years (12 sessions)

Full-time enrollment for international students, including the summer session

Course schedule: courses can be offered during the day or the evening, and some are in an intensive format

Language of instruction: ÉTS is a French university, almost all courses are taught in French.



Duration of studies and curriculum

Duration of studies

The specified duration of full-time doctoral program is twelve semesters (four years). See the regulations concerning the [length of graduate and doctoral studies and absences](#).

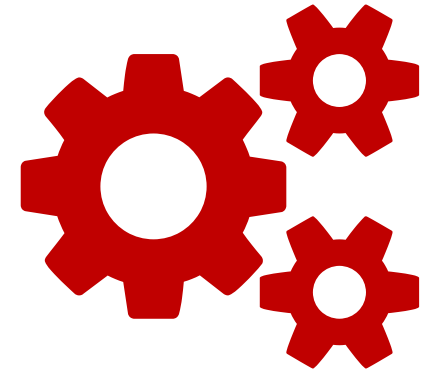
If you wish to have an overview of the program, please watch our [PhD Reminder video](#).

Registering for program activities

You are responsible for your own registration each semester through [Mon ÉTS](#) in accordance with the deadlines of the [university calendar](#). Visit [Registration for graduate programs](#) for full details about registration.



OVERVIEW OF THE PROGRAM



PhD

Mandatory workshop to be taken at ÉTS

ATE800 - Intellectual Integrity: Underlying concepts and techniques (0 credits)

Optional activities – 6 credits

- Undertaken in French at ÉTS
OR
- Taken in English at a partner university (up to 6 credits, and with prior approval from your supervisor)

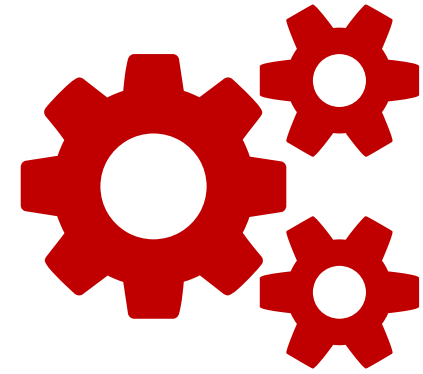
Doctoral exam – 9 credits

Three distinct activities, worth 3 credits each, taken over 3 sessions

- DGA1031 – *Problématique de recherche* (Research topic) Complete the [Identification of research subject \(PhD\)](#) form during your 2nd term at ÉTS as part of the DGA1031 activity
- DGA1032 – *Examen écrit* (Written exam)
- DGA 1033 – *Examen oral* (Oral exam: defending your research projet)

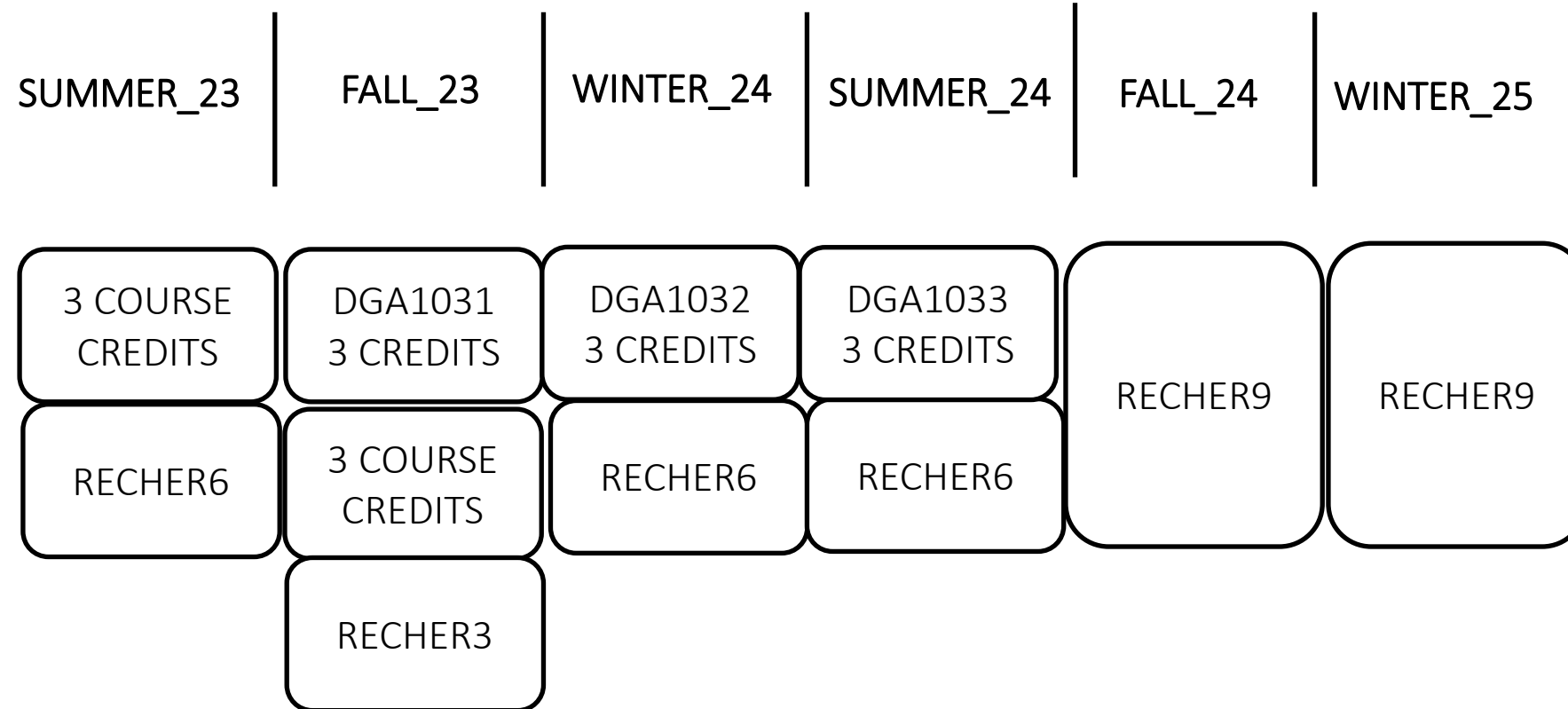
Thesis writing

OVERVIEW OF THE PROGRAM



Sample registration:

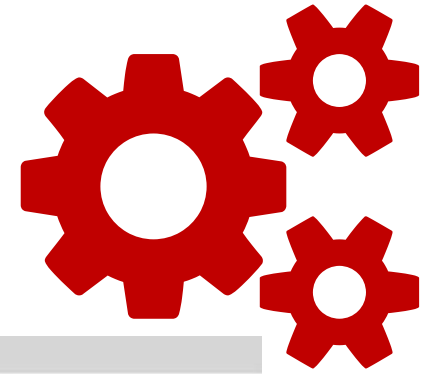
PhD



During the first 4 terms, you have to take 2 elective courses and the doctoral exams.



OVERVIEW OF THE PROGRAM



PhD



Please take time to watch the [Ph.D. reminder video](#)

A photograph of a modern building with a large glass facade, partially obscured by a red diagonal overlay on the left side. The building has a prominent glass section with a large, abstract sculpture or mural on the upper level. The sky is dark, suggesting dusk or dawn. The foreground shows a grassy area and a paved walkway.

Commonalities for thesis-based programs

GRADUATE STUDIES INFORMATION

Please consult the [Graduate Studies Hub](#) page for details about your program.

Please take special note of the **specified length of your program** in your admissions letter.

Keep in mind that at ÉTS, there are 3 regular sessions per year (winter, summer, fall).

Graduate Programs

SHORT PROGRAMS



SPECIALIZED GRADUATE STUDIES DIPLOMAS (IN FRENCH, DESS)



MASTERS



DOCTORATE



DESS

Master's Degree
with Project

Master's Degree
with Thesis

Doctoral program

Duration of studies and curriculum

Duration of studies

The specified duration of full-time master's degree studies is six sessions (two years). See the regulations concerning the [length of graduate and doctoral studies and absences](#).

Curriculum

A master's degree has 45 credits, composed of 15 course credits and 30 credits of research activity (thesis). The Planning a Research Project course ([MTR801](#)) is required for all master's programs with thesis, and must be taken during the second session of the program at the latest. Some programs include one or two more required courses, and most programs offer the opportunity to take up to four elective courses.

To ensure that all students plan their choice of courses properly, a curriculum must be agreed upon with the student's thesis supervisor beginning in the

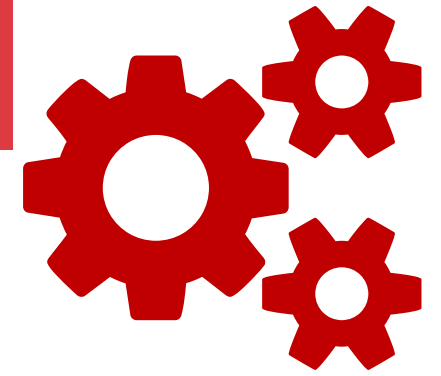
ACADEMIC REGULATIONS

All students, whether local or international, must abide by the same university academic regulations. Make sure you take the time to familiarize yourself with these regulations!

- [Règlement des études de cycles supérieurs](#) (in French only): admissions conditions, grading scale, academic sanctions (expulsion, probation), etc.
- [Règlement sur les infractions de nature académique](#) (in French only): Plagiarism = zero tolerance
- [Graduate Studies Hub](#) : curriculum, registration, student and supervisor responsibilities, writing and submitting your thesis, forms, writing guidelines and templates...

Quick Links	X
STUDENTS	-
Academic Calendar	>
Contacts	>
Co-op Student Placement	>
Courses Schedules and Planning	>
Final Exams Schedule	>
Get Ready for a New School Year	>
Graduate Studies Hub	>
IT Services	>
Library	>
My ETS	>
Registrar's office	>
University Housing	>

WERE YOU ADMITTED WITH CONDITIONS?



The majority of international students have conditions associated with their admission.

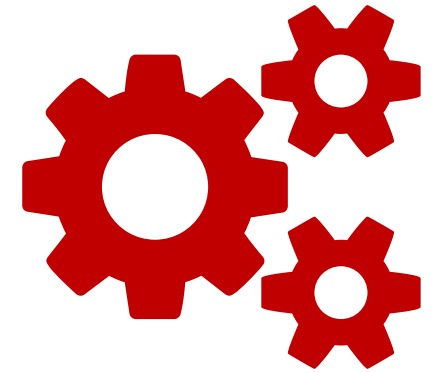
Examples: GPA requirement, prerequisite course to complete, number of courses to take in your first session, courses to be taken in the first term, official transcript to be sent directly by your previous university to the ÉTS Registrar's Office, etc.

You must meet admissions requirements by the end of your first session – not meeting these requirements leads to expulsion! Once the conditions are met, you will receive an updated admissions letter in the MonETS portal.

Questions? admission@etsmtl.ca

FULL TIME REGISTRATION

CONTINUOUS REGISTRATION



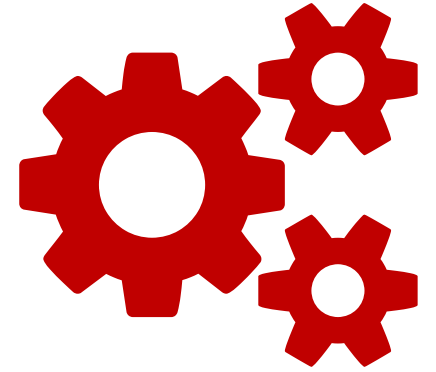
Full-time registration in the fall and winter sessions is required of all international students in order to respect the [conditions](#) of your CAQ.

Whether or not a student has to register for the summer session depends on their program.

Research-based programs (M. A. Sc., PhD)

- The summer term is a regular session in these 2 programs. You must always be [enrolled full time](#), even in the summer.
- Work authorizations granted by the study permit are dependent on a student's full-time enrollment.
 - International students in research-based programs are thus limited to [20 hours of off-campus](#) work during their studies unless you meet the requirements for the temporary measure currently in place through December 31, 2023.
 - You must request an [authorized absence](#) for any session in which you cannot enroll (summer included).

TAKING COURSES AT ANOTHER UNIVERSITY



Master's students

The optional activity MTR871 can be taken in English at ÉTS.

All other optional activities in English can be taken at a partner university.

PhD students

Both optional activities at the Ph.D. level can be taken in English at a partner university.

You can find complete information about how to enroll in courses at a partner university in the [Student User Guide](#) on the **Bureau de la coopération interuniversitaire (BCI)** website.



About Members Sectors Communities Publications Contact Us Fr Q



Access the online portal

- 1 - Go on the Bureau de la coopération interuniversitaire (BCI) [website](#) OR on the link in your [ÉTS portal](#) under the "Authorization to transfer credits" shortcut.
- 2 - Select the correct semester for your application and choose "École de technologie supérieure" in the list.
- 3 - Authenticate yourself by entering the username and password used to access your online portal, [MonÉTS](#).

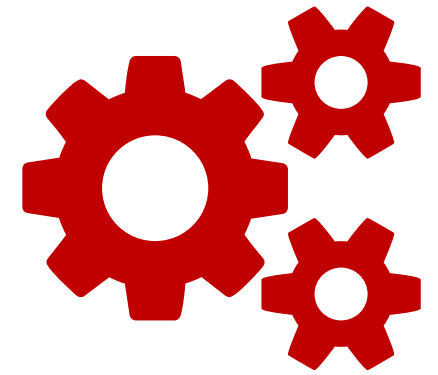
Create a new application and add an activity

- 1 - Select the program that you are enrolled in at ÉTS.
- 2 - From the list of universities in the pull-down menu, select the host university at which you want to complete the activity.
- 3 - Search for the activity you want to take at a host university.
 - 3.1 - You can narrow your search by entering the initial letters of the code or activity title in the appropriate box.

Follow up on your application

- 1 - Once your application has been processed, it will appear in your ÉTS portal.
 - 1.1 - Tuition fees will be paid to ÉTS directly.
 - 1.2 - Your results will be sent to the ÉTS Registrar's Office and will appear on your ÉTS portal.

ACADEMIC EXPECTATIONS



Stay in close contact with your supervisor.

Having a positive and professional relationship with your research advisor is key to your success.

Maintain the required GPA to avoid expulsion from your program.

Make use of all available resources at ÉTS.

Familiarize yourself with the following topics:

- [Academic calendar](#)
- [Rules & regulations](#) (in French only)
- [Forms](#)
- [Scholarships: Infobourses@etsmtl.ca](#)

For each course, you will receive a letter grade.(A+, A, A-, B+, B, B-...)

Your grade point average (GPA) will be calculated based on your letter grades (4.3)

90 à 100 = A+
85 à 89 = A
80 à 84 = A-
77 à 79 = B+
73 à 76 = B
70 à 72 = B-
60 à 69 = C

A+ = 4,3
A = 4,0
A- = 3,7
B+ = 3,3
B = 3,0
B- = 2,7
C+ = 2,3
C = 2,0

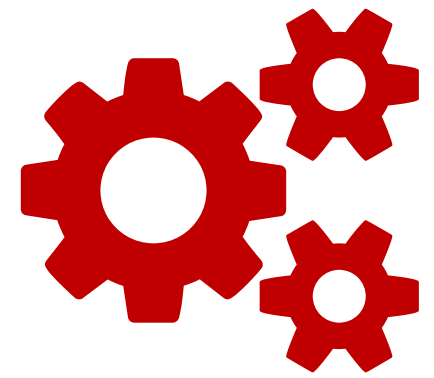
6.6.2 Motifs d'exclusion pour les étudiants dans un programme de deuxième ou de troisième cycle et pour les étudiants en propédeutique

Nonobstant les autres dispositions du présent Règlement, l'étudiant régulier, dans un programme de deuxième ou de troisième cycle, ou l'étudiant en propédeutique est exclu automatiquement dans les cas suivants :

- a. il a une moyenne cumulative inférieure à 2,5, obtenue après un minimum de neuf crédits évalués dans un programme de deuxième cycle ou après un minimum de six crédits au troisième cycle (art. 10.9; 11.9 et 12.12.1);

ACADEMIC EXPECTATIONS

SUCCESS PLAN



- Non-binding agreement
- Clarifies what to expect in terms of financing, work environment, ways to communicate, deliverables
- Aims to avoid any misunderstandings from the get-go

[Webpage](#) dedicated to the Success Plan (main document) and its accompanying tool kit.

This tool kit consists of the following documents:

- [Success Plan](#), the main piece (Docx);
- [10 good reasons for the Graduate \(Research\) Student to fill out and sign the Success Plan](#) (PDF) (currently available in French);
- [10 good reasons for the Supervisor to fill out and sign the Success Plan](#) (PDF) (currently available in French);
- [Roles and responsibilities of the Supervisor](#) (PDF);
- [Roles and responsibilities of the Graduate \(Research\) Student](#) (PDF);
- [Overall \(research\) project management sheet \(model\)](#) (Zip-MPP frame available on the French version of this page);
- [Step-by-step \(research\) project sheet \(model\)](#) (Docx).

We strongly suggest using the Success Plan in preparation for your first official meeting with your supervisor at ÉTS.

Over the past year, a group of professors and students has been testing the Success Plan. Adjustments are being made to improve the formula. Not all of the tool kit documents are available in English yet, but we are working on it!

Should you have any questions, please write to:

Guichet-Cycles-Sup@etsmtl.ca

CHANGING YOUR PROGRAM

It is possible to change your program (ex : M. A. Sc. to M. Eng. if you satisfy the conditions, including knowledge of French) or your field (ex.: aerospace to mechanical engineering). It is also possible to change from PhD to master's.

- (1) Apply to change your program on the Omnivox platform (fees apply).
- (2) Change effective as of the following term with transfer of credits in accordance with the rules and requirements of the program.
- (3) If you change levels of study (ex.: Ph.D. to master's or vice versa), you must apply for and be issued a new CAQ!

PARTICULAR SITUATIONS

Get informed/Inform us...

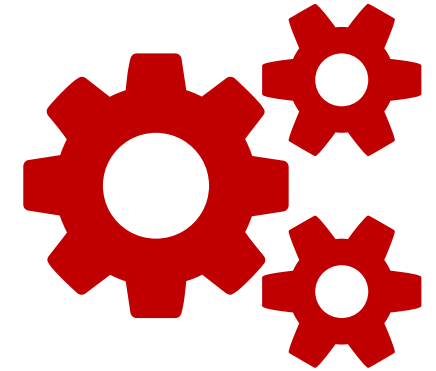
- Break in your studies
- Expulsion / academic probation
- Studying outside of Québec
- Part-time registration (exception: last term)
- Extension of studies (after 2 years for M.A.Sc, 4 years for PhD)
- Extension of immigration documents (CAQ, study permit)



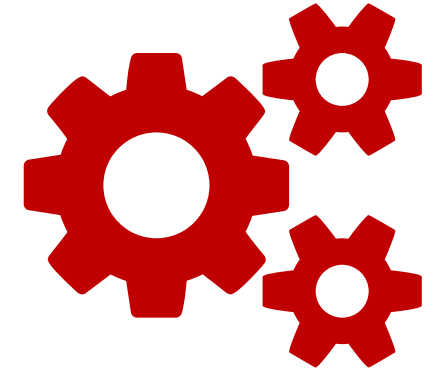
Contact us!

International@etsmtl.ca

Guichet-cycles-sup@etsmtl.ca



EXTENDING YOUR STUDIES



If you are unable to finish your studies in the designated timeframe, you will have to apply to extend your studies. Prior to the end of your designated term, complete the [extension form](#) and have it approved by your supervisor and the Dean of Studies Office.

If you have always been enrolled full-time, you will still be considered a full-time student when extending your studies.

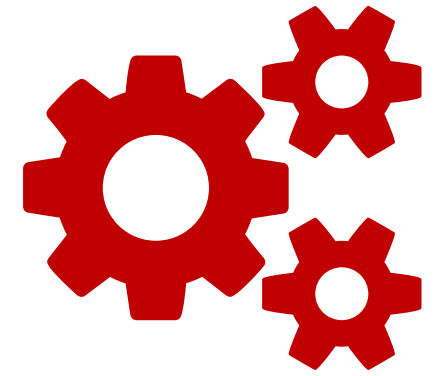
- M. A. Sc. students are registered for ACTIVIT
- PhD students are registered for REDACT

When extending your studies, don't forget that you need to extend your [immigration documents](#) as well! Renewing your immigration documents takes time and we encourage you to start 4 to 6 months ahead of time! Your documents should be valid for the duration of the session in which you will be finishing your studies – and ideally 90 additional days.

Questions?

Please refer to the detailed information on the [Registration for Graduate Programs](#) page.

END OF YOUR PROGRAM



Layout verification

Initial submission -
evaluation by jury
≈ 20 working days

Thesis defense

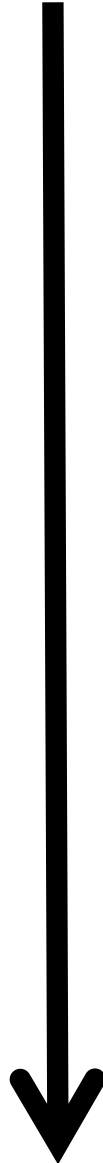
Minor corrections
≈ 20 working days

Final submission

Administrative
processing
≈ 10 working days

Obtaining official
documents
≈ 17 working days

Applying for post
graduation work permit



- Research students should count on approximately **3 months** from the time you submit your thesis for evaluation to reach the official end of your program.
- You will need to take these delays into consideration when planning your academic progression as well as the expiration date of your immigration documents.
 - **For ÉTS, your CAQ and study permit must be valid up through final submission.**
 - However, we highly recommend your documents be valid for the duration of your last term of study to avoid any problems.
- If you plan on staying in Canada after graduation and applying for a post graduation work permit, having a valid study permit upon graduation will facilitate your transition.



**Resources available to you
at ÉTS**

Vos études doctorales + la bibliothèque

Your doctoral studies + the library



Catherine Forget
Bibliothécaire | [Librarian](#)
catherine.forget@etsmtl.ca

Prasun Lala
Agent de recherche | [Research Officer](#)
prasun.lala@etsmtl.ca

{ SARA }



Bibliotech
collaborer apprendre innover

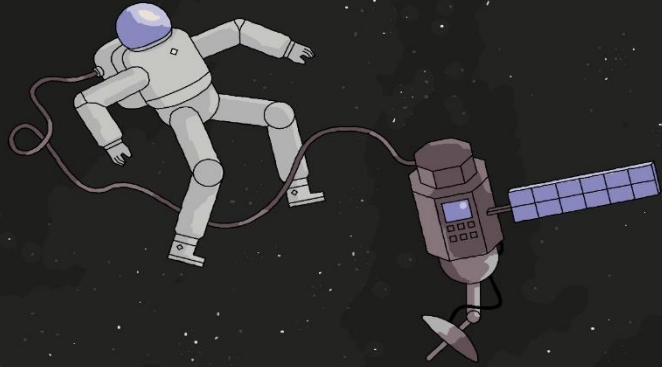


Many services for graduate students

Workshops

- Literature reviews from A to Z
- Bibliographic citation management software (EndNote-Zotero)
- Information monitoring for your research topic
- Writing a scientific article, Giving a scientific talk, and many more topics on scientific communication
- And much, much more!

SCIENTIFIC COMMUNICATION : SARA



YOU ARE NOT
ALONE!



Bibliothèque
collaborer apprendre innover

sara.etsmtl.ca

Group activities

Peer feedback and consultations

Assistance with:

- Writing scientific articles
- Theses
- Oral presentations
- Scientific posters
- Etc.

Scientific community: Students, Researchers, Professors, Professionals, and more !

Grad chat (+ other activities with your student association and other collaborators)



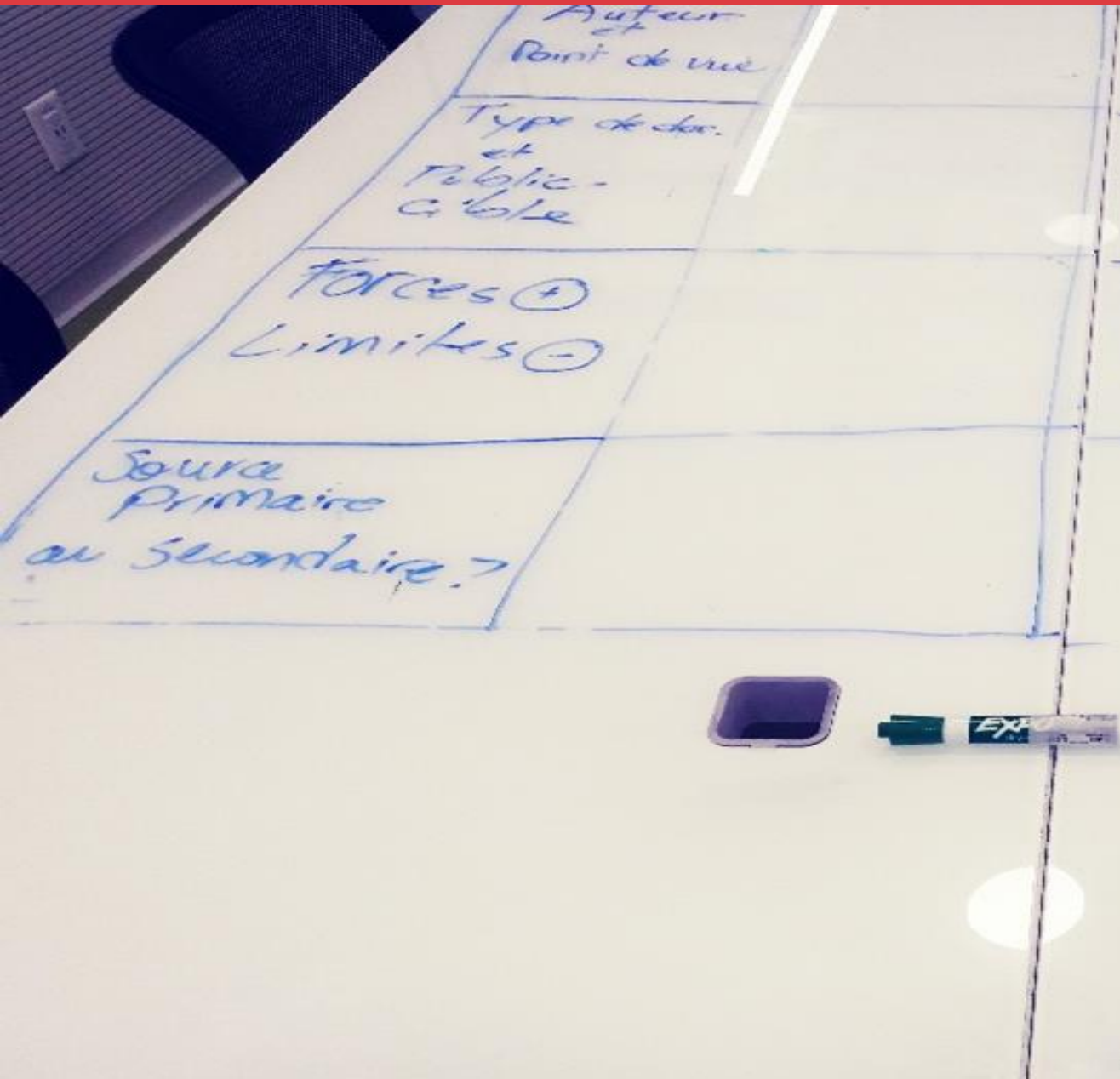
Bibliothèque
collaborer apprendre innover



Analysis of your scientific output:

- * To help you use bibliometric indicators to strengthen your applications for academic postings
- * To make sure your scientific contributions have maximum reach on the web
- * To help you discover and comply with open access policies

etsmtl.ca/espaceets



iThenticate

Plagiarism detection software – to help you better cite your sources

Interlibrary loan service

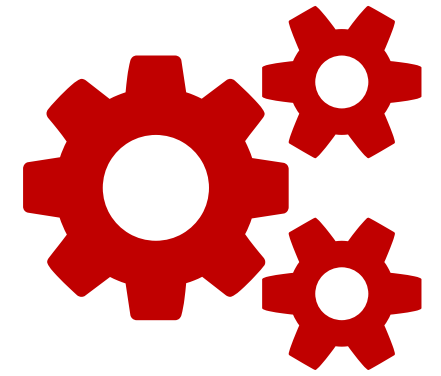
Books, journal papers, conference papers or book chapters, theses

Personalized training with experts

Get paired with a librarian to help you

Chat window on the library site

Ask your question – someone will help you.



Activities and Student life

- Student Clubs, groups, committees
- Génie+
- Student Ambassador

Student support services

- Scientific Writing Workshops
- [Individual tutoring in written communication](#)
- [Psychological assistance](#) (free and confidential)

Financial assistance

- Budget consulting
- Financial support

Specific [workshops](#) for international students

in collaboration with the Office of International Relations

- Navigating the health care system in Quebec
- [Studying in Montreal without breaking the bank](#)
- [Winter 101 for newcomers to ETS](#)

STUDENT SUPPORT SERVICES

Psychological Assistance

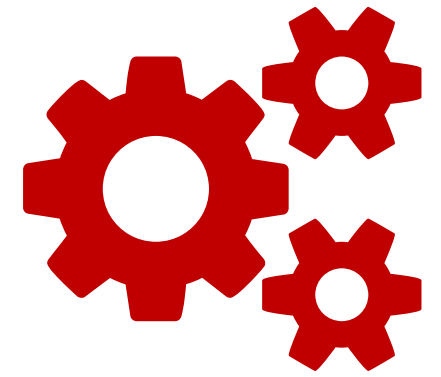
Support for Learning

Tutoring - CASIM Assistance Centre

Language and Writing Support

Academic Success Support Programs

RESIDENCE LIFE AMBASSADOR



Hanieh Zohourfazeli

Fun activities



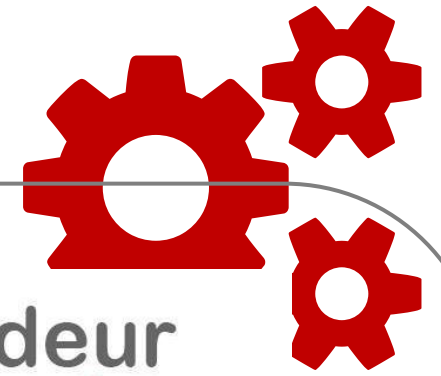
Learn French



Meet new friends 😊



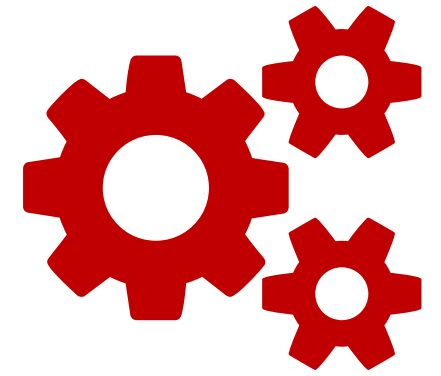
RESIDENCE LIFE AMBASSADOR



Previous activities include visiting a VanGogh exhibit, Barack Obama in Montreal and ice skating



1. Interactive gaming : online games every two weeks
2. French for beginners
3. Share our experience (current students will share tips)



Our mission and events

Support for success

Link between students and research supervisors

Organize student life activities

Promote our research

Activities

- › Game and movie nights
- › Scientific exchanges
- › Annual conference of student researchers
- › Cocktails
- › Apple picking

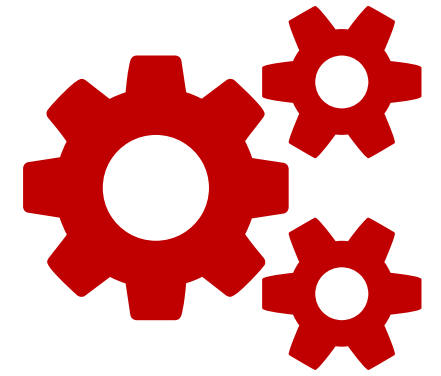


Mélanie Gaillochet



Facebook.com/groups/cecs.etsmtl
Facebook.com/cecs.etsmtl

PARLEZ-VOUS FRANÇAIS?



UQAM French classes

- ETS offers a bursary for French-language integration
- Reimbursement of French courses at UQAM upon successful completion of the course. More details [here](#).

French Conversation Workshops

- Check the [Interface](#) newsletter

Language Café (informal conversation)

- Every Wednesday from 12:10 to 1:30 PM
- Join the [Facebook group](#) of Café linguistique

Part-time French courses via the MIFI

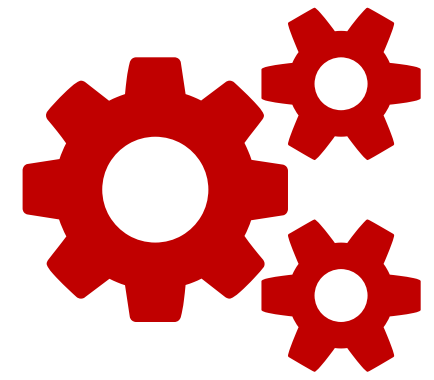
- International students, as well as spouses, are now eligible for part-time French courses as well as the accompanying financial assistance. More details on [MIFI's website](#)



A modern building with a large glass facade and a red diagonal overlay on the left side. The building has a prominent glass section with a large, abstract sculpture or mural on the wall. The sky is dark, and the foreground shows a grassy area.

Part 2 : Administrative steps

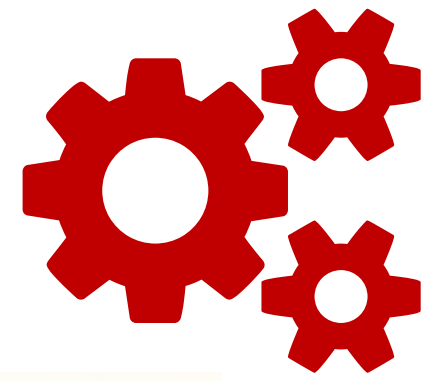
SUMMER 2023 ACADEMIC CALENDAR



- May 3 Start of the session
- May 3-16 Course changes with refund period (add/drop period)
- May 5 First tuition payment deadline
- June 9 Second tuition payment deadline
- May 31-July 10 Course changes without refund (drop)
- July 12 Deadline for new PhD students to arrive and start their studies
- August 1 Deadline for sending proof of RAMQ to the Registrar's Office (if eligible):
assurances.etrangers@etsmtl.ca
- August 7-16 Exams (the exam schedule will be available at the end of October)

****Always look ahead! Registration for fall 2023 is from May 29 (8 AM) through June 13.***

FIRST ADMINISTRATIVE STEPS



Provide your official documents to the Registrar's Office by May 3rd (exception: new PhD students)

In person or by email (PDF):
documentsimmigration@etsmtl.ca

- **CAQ*** - If your CAQ was approved prior to March 15, 2023 and you didn't receive the original by mail prior to arriving in Canada, contact the MIFI at 514-864-9191. You will be issued the updated electronic version of the CAQ to submit to the Registrar's Office.
- **Study permit***
- **Passport**
- **Birth certificate**

*You must have a valid CAQ and study permit throughout the duration of your studies (ex.: through final submission for research students). Step-by-step details of administrative steps new students need to take are listed on our [website](#).

Québec Certificat d'acceptation du Québec

Séjour temporaire
No réf. indiv. C026076
No Dossier C0004066213

Le présent certificat atteste que le requérant identifié ci-dessous répond aux exigences du Québec relatives aux résidents temporaires dans la catégorie indiquée. En conséquence, les autorités canadiennes sont priées, dans le cadre des normes sésuaires applicables, d'accorder au requérant et aux membres de sa famille compris dans sa demande les autorisations appropriées.

Nom à la naissance
Prénom
Autre nom Type
Date de naissance Sexe
1985-05-26 F

Catégorie
E Etudiant
Validé du Au
2007-09-02 2008-11-30

Unité administrative Date d'émission
Service aux étudiants étrangers 2007-08-01

Programme de formation
Nom de l'employeur
Lieu de traitement
s/o

Accord conditionnel, EVC de KIEV

Le titulaire de ce certificat doit respecter les conditions relatives à sa délivrance édictées par le Règlement sur la sélection des ressortissants étrangers découlant de la Loi sur l'immigration au Québec (L.R.Q., c.1-0.2).

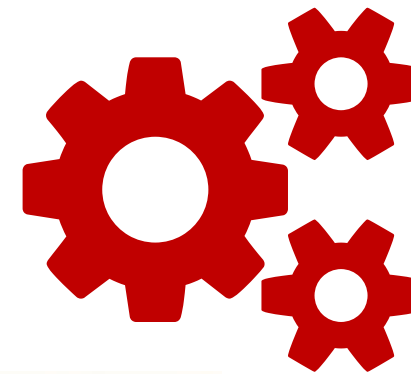
Nom du fonctionnaire Code
Tran Dang C12185
Signature autorisée

Avis important :
Le présent certificat n'est pas un document d'admission et ne saurait en aucun cas dispenser son titulaire des autorisations requises par le Gouvernement du Canada. Conservez-le soigneusement avec soin : il pourra vous être demandé au Québec.

Ministère de l'Immigration et des Communautés culturelles 3- REQUÉRANT



FIRST ADMINISTRATIVE STEPS



The Registrar's Office will update your file with your immigration documents. You will know that your file is considered complete when you receive an update to your admissions letter (MyÉTS portal) that no longer includes a reference to providing your CAQ and study permit.

<p>We must receive an official copy of your final transcript as well as a confirmation of the degree obtained. To be considered official, they must be sent directly from your educational institution in a sealed envelope. All transcripts should be in the original language.</p>	<p>Before the beginning of the second semester</p>
--	--

As soon as you arrive in Montreal, please inform us and present your official documents (CAQ certificat d'acceptation du Québec, study permit and passport) by email to documentsimmigration@etsmtl.ca indicating your permanent code and attaching a single document merged non-protected in PDF format, or you can file these documents in person at the Bureau de la registraire (local A-1120). You will automatically be covered by our Desjardins group insurance plan. The premium to be paid can be found on your statement of Registration-Invoice, and only proof of affiliation sent to assurances.etrangers@etsmtl.ca before the established deadline can exempt you from it.

Québec Certificat d'acceptation du Québec

Statut: Séjour temporaire
No. réf. indiv.: C000076
No Dossier: C0004068213

Le présent certificat atteste que le requérant identifié ci-dessous répond aux exigences du Québec relatives aux résidents temporaires dans la catégorie indiquée. En conséquence, les autorités canadiennes sont priées, dans le cadre des normes s'appliquant, d'accorder au requérant et aux membres de sa famille compris dans sa demande les autorisations appropriées.

Nom à la naissance
Prénom: _____
Autre nom: _____ Type: _____
Date de naissance: 1985-05-26 Sexe: F

Catégorie: Étudiant
Valable du: 2007-09-02 Au: 2008-11-30

Unité administrative: Service aux étudiants étrangers Date d'émission: 2007-08-02
Programme de formation: _____
Nom de l'employeur: _____
s/o: _____
Lieu de traitement: _____
s/o: _____
Accord conditionnel, EVC de KIEV

Le titulaire de ce certificat doit respecter les conditions relatives à sa délivrance édictées par le Règlement sur la sélection des ressortissants étrangers découlant de la Loi sur l'immigration au Québec (L.R.Q., c.1-0.2).

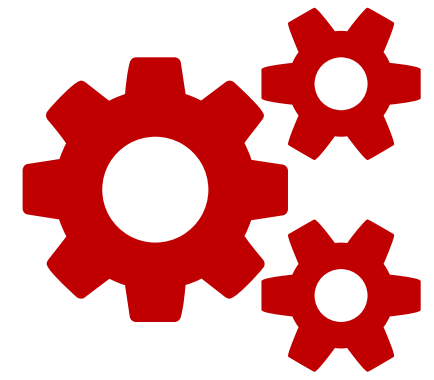
Nom du fonctionnaire: Tran Dang Code: C12185
Signature autorisée: _____

Avis important :
Le présent certificat n'est pas un document d'admission et ne saurait en aucun cas dispenser son titulaire des autorisations requises par le Gouvernement du Canada. Conservez-le soigneusement avec soin : il pourra vous être demandé au Québec.

Ministère de l'Immigration et des Communautés culturelles 3- REQUÉRANT



REMINDER: IMMIGRATION DOCUMENTS



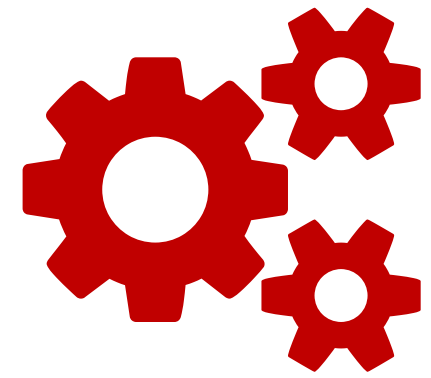
Throughout the duration of your studies, you have to maintain your legal status in Canada and have valid documents to remain enrolled at ÉTS.

If your documents are going to expire prior to you having finished your program (ex.: deferral, extension of the duration of your studies), you have to renew them. We recommend renewing them at least 6 months ahead of time to avoid surprises. You must provide your new documents to the Registrar's Office prior to your current documents' expiration.

Resources available to you

- Detailed procedure and presentation on our [webpage](#)
- Automatic courtesy email reminders sent 120, 30 and 10 days prior to your documents' expiration
- Workshop each session offered by the Office of International Relations. Check the Interface newsletter for dates.
- Schedule an [appointment](#) online or on campus with an international student advisor.

REMINDER : CONDITIONS



As an international student in Québec, you agree to respect the conditions associated with your status set by the [MIFI](#) and by [IRCC](#) for the duration of your stay in Canada.

- Make your studies your main activity (full-time registration, successfully complete your studies)
 - Full-time enrollment during regular sessions is also a condition for the post graduation work permit
- Maintain Canadian health and hospitalization insurance for yourself **and** all accompanying family members for the duration of your stay in Canada
- Respect the regulations regarding work authorizations associated with your study permit. Maximum 20 hours per week of off-campus work unless you meet the conditions for the temporary measure currently in place through December 31, 2023.

Off-campus work hours: Temporary public policy

Note: As per the off-campus work hours public policy announced on October 7, 2022, from November 15, 2022, to December 31, 2023, certain students are permitted to work off campus more than 20 hours per week during an academic session if IRCC has received their study permit application on or before October 7, 2022. This public policy exempts eligible full-time international students without a work permit from the requirement that they work no more than 20 hours off campus per week during regular academic sessions.

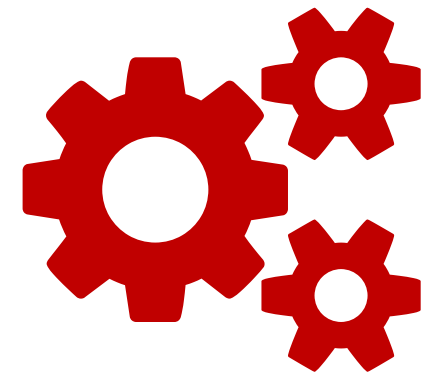
This applies to eligible international students

- who meet all of the off-campus work [eligibility requirements](#), as long as they hold a valid study permit and the study permit application associated with their study permit was received by IRCC on or before October 7, 2022.
- whose study permit application has already been approved or is eventually approved
- who are studying full-time (or part-time during their final academic session) at a designated learning institution (DLI)
- who are currently in Canada or will be entering Canada at a later date but prior to the expiry of this public policy.

Students who have maintained full-time status for the duration of their program of study and only require a part-time course load in their final academic session to complete their program of study are allowed to work full-time during the regularly scheduled break before their final academic session and to work off campus no more than 20 hours per week during their final academic session.

FIRST ADMINISTRATIVE STEPS

STUDENT ID CARD



- Go on the [Mon ÉTS](#) (My ÉTS) portal
- Update your address with your Canadian address
- Open *Téléchargement de votre photo*
- Download a picture from an ID
- Send your document

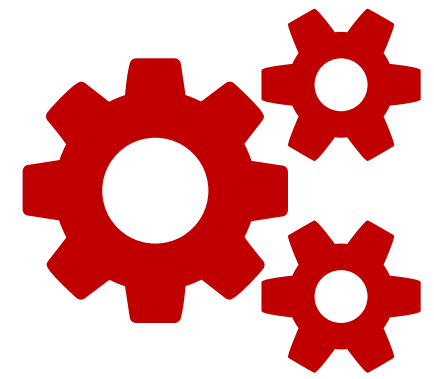
Gives access to: Library, Sports Centre, labs, exams

You will receive your card by mail (Canadian address) or will be able to pick it up in the Facility Assets Management office in room A-1410 (if you still have an international address listed).

Other questions? LD-Gestion-locaux@etsmtl.ca.



COURSE REGISTRATION



YOUR RESPONSIBILITY

Check our [website](#) where you will find detailed information about course registration, how to use ChemiNot, the course modification period, taking courses at another university, etc.

CONGRATULATIONS ON YOUR ADMISSION!

It is now time to select your courses.

[MAKE MY SCHEDULE](#)

See the sections below for answers to your questions.



Have questions?

First, make sure you understand the structure and policies for your program: mandatory courses, optional courses, research credits, etc.

- Contact the [resource person](#) for your program
- Refer to the [Graduate Studies Hub](#) webpage
- [Course directory](#)
- [Course schedules and planning](#)

How to use ChemiNot



How to register for courses



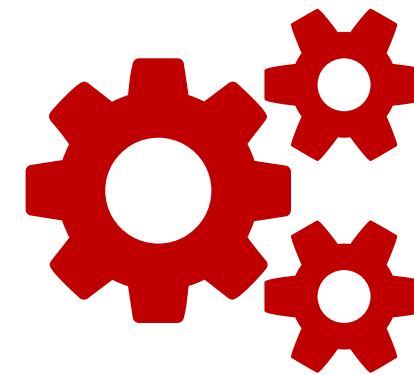
Taking courses at other institutions



UQAM French courses



COURSE REGISTRATION



REMINDERS

You must always be enrolled full time (9 credits/sessions) and on a continuous basis. See Article 4.4.1 of the [Règlement des études de cycles supérieurs](#)

Financial penalties for late registration: check the [academic calendar](#)!

Course changes— with refund

May 3-16, 2023 - (modification: adding, dropping)

Note: *These dates may change if it's an intensive course, check the dates on the course [schedule](#).*

It is your responsibility to register for activities, including research credits, via [ChemiNot](#) throughout your studies.

[ChemiNot software](#)

Access code: universal access code (ex: aa12345)

Password: included in your admission letter

Forgot your password? Reset it via [MonÉTS \(My ÉTS\)](#) or write to accueilbdr@etsmtl.ca

Bienvenue sur ChemiNot

Code d'accès :

Mot de passe :

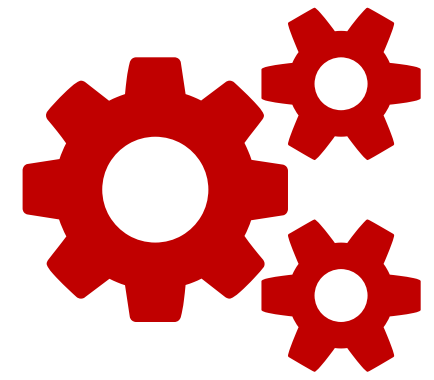
ChemiNot, v.2020.10

État du système:
Version java: 1.8.0 311

Anciens étudiants
Périodes d'inscription pour la session d'HIVER 2022:
Inscription: du 1er au 16 novembre 2021
Modifications avec remboursement
du 5 au 18 janvier 2022
Abandons sans remboursement (hiver 2022):
du 2 février au 16 mars 2022

Nouveaux étudiants admis à l'ÉTS
à l'hiver 2022: du 29 octobre au 17 décembre 2021
à l'été 2022 (cycles sup.): du 27 février au 16 avril 2022

TUITION FEES



- Check your invoice on the MonÉTS portal (*Mes documents/Relevé d'inscription-facture*)
- One bill per term based on the number of credits you are registered for.
- If you dropped courses or modified your record (number of credits, dental insurance, etc.) during the course modification with reimbursement period, it can take a few days for the amount to be paid is adjusted.

Respect payment deadlines to avoid **penalties**

- May 5: 1st payment
- May 16: end of the course modification period with refund
- June 9: 2nd payment

Tuition Fees

In order to avoid financial penalties, you must pay your tuition fees for each session by the pre-determined deadlines

IMPORTANT

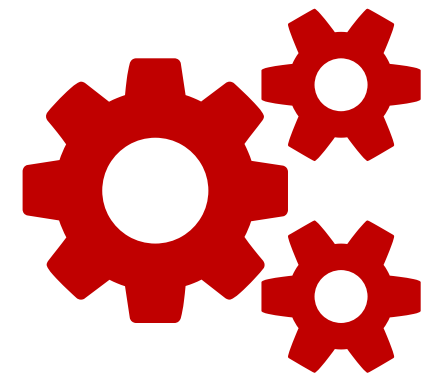
To register for the Summer 2023 session, you must have paid all outstanding fees and at least 50% of your tuition fees of the Winter 2023 session. Remember that the issuing of your diploma is conditional upon payment of all tuition fees.

Please note that, if you are paying your tuition fees at a banking institution, you should take into account the 3- to 4-day processing time for ÉTS to receive the payment. **In light of this, you should plan to make your payment a few days before the deadline.**

Students who are experiencing financial difficulties can contact [Office of Student Life](#) for advice related to budget planning.

Payment Methods and FAQ—Check our [Website](#)
Other questions? Contact accueilbdr@etsmtl.ca

TUITION FEES



ÉCOLE DE TECHNOLOGIE SUPÉRIEURE
Université du Québec

ÉTS
Engineering for Industry

Departments Directory FR Quick links +

STUDIES RESEARCH ACTIVITIES AND SERVICES BUSINESSES GRADUATES ETS

Home > Activities and Services > Tuition Fees > FAQ

Q15 — I am a doctoral student or I hold a scholarship from an international organization (as confirmed in my letter of admission), and I am exempt from the supplemental tuition fees for international students. I have received an invoice, and these fees still appear. What should I do?

R: Exemption subsidies are paid a few weeks after the beginning of each session. You do not have to worry about the first payment deadline or the late payment penalty that will eventually be applied. If your invoice has not been adjusted after this period, or if you notice an error, please contact the Registrar's Office (accueilbdr@etsmtl.ca), which will carry out the necessary verification. Be sure to indicate your permanent code.

FAQ: Paying tuition fees

For any other question than the following concerning your invoice, please contact the Registrar's Office accueilbdr@etsmtl.ca.

Q1 – I have registered for my courses. When and how will I receive my invoice?

R: Your invoice will be created within two to three weeks before the beginning of your session. You can find it in the SIGNETS section of the [MonETS](#) portal.

Q2 – When do I have to pay my tuition fees?

R: You must respect the established [deadlines for paying tuition fees](#) for each session for which you are registered.

Q3 – How much do I have to pay before the first payment deadline?

R: You must pay the minimum payment required (*paiement minimum requis*) as indicated on your registration statement/invoice. This statement includes tuition fees plus all other related fees, along with the balance due for previous sessions, if applicable. The balance remaining on your invoice must be paid before the [deadline for the second payment](#). Financial penalties apply to non-payment of tuition fees by the deadlines.

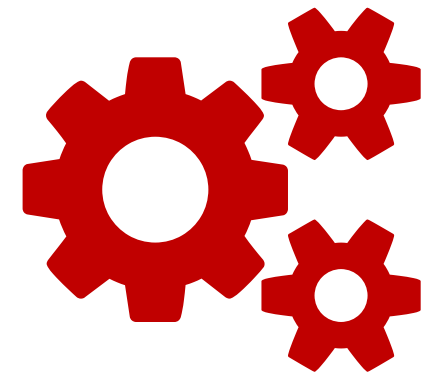
Q4 – What are the consequences if I don't pay my tuition fees in full?

R: If you are unable to pay the minimum balance due by the payment deadline, a financial penalty of \$25 will be added following each session. In addition, anyone who is in a default position with respect to payments will not have access to the registration system for the subsequent session, cannot obtain any transcript, attestation or registration statement, and will not receive a diploma.

Q10 – I have completed all of my credits and I am currently writing my thesis or dissertation. How much will the tuition fees be for the session?

R: After completing your courses and paying for all course and research credits, a fixed amount is invoiced for each subsequent session by which your studies are extended or during which you are writing or defending your thesis or dissertation. For example, this fee is \$222 (CAN) per semester for the 2020–2021 academic year.

<https://www.etsmtl.ca/en/activities-and-services/scholarships-and-student-aid/Tuition-fees/FAQ>



SCHOLARSHIPS

The tuition fees for the 2022-2023 academic year are posted on the ÉTS website. Fees are subject to change each academic year – the new academic year starts in September.

- Scholarships that are available to international students are posted on the ÉTS [website](#)
- Sign up to receive the monthly newsletter « [Info-Bourses](#) »
- M.A.Sc. students can apply for the scholarship to cover international student fees
 - Application & selection based on academic excellence (ex.: minimum 3.8 / 4.3 GPA)
 - You cannot count on receiving this scholarship from one session to the next! It is based on the academic results of the candidates who apply!
 - Check criteria on the ÉTS website.

Questions?

Write to infobourses@etsmtl.ca

IT TOOLS AND RESOURCES

Start getting familiar with ETS online tools and platforms

- **Permanent code** (ex.: DARM123456): your student number (please include your permanent code when communicating with university personnel so that we can locate your student file)
- **Universal access code** (ex.: AK12345) used for Cheminot, Signets, Library

Email @ETS

Professors and administrative staff will only contact you via your ÉTS email account. Important reminders are sent to this account!

WIFI ETS-Campus access

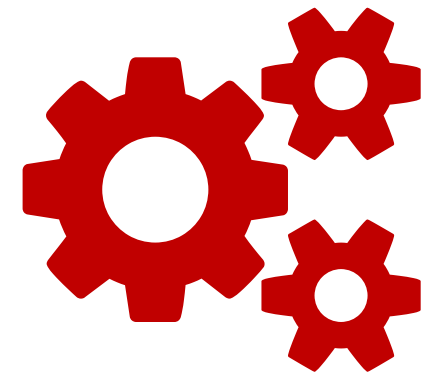
ÉTS Email + password

Mon ETS

- ChemiNot (Course registration)
- SIGNETS (Update your personal information, records, calendar, course location, contact info, etc.)

Technical problems?

Contact the 'Guichet unique de Services' - [GUS](#)
514-396-8800 ext. 7979



Le génie pour l'industrie

Connexion avec votre adresse courriel

Maintenir la connexion

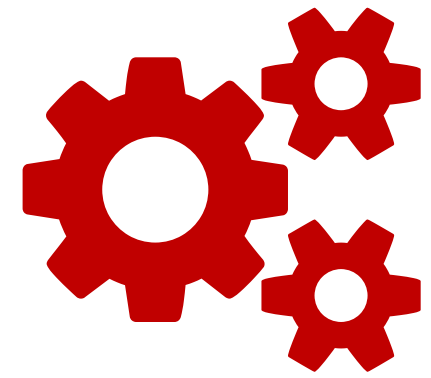
Connexion

L'ÉTS utilise maintenant un service d'authentification unique. Cliquez [ici](#) pour plus d'information.

Mot de passe étudiant oublié ? 



HEALTH & HOSPITALIZATION INSURANCE



DESJARDINS

All international students must be covered by Canadian health and hospitalization insurance. ETS WILL NOT recognize any insurance coverage from your home country.

Desjardins Group Insurance

- Includes: Healthcare and hospital fees, prescription drugs, guarantee of repatriation
- **Excludes:** Dental and vision care, elective treatments and surgery, **family members**

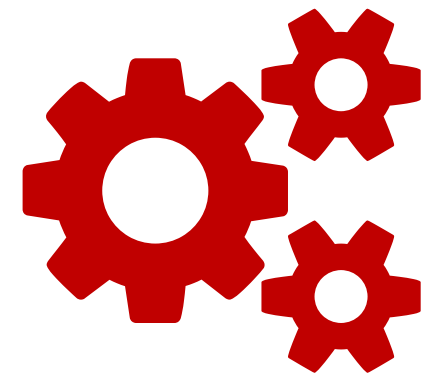
All ÉTS international students are automatically enrolled in and billed for the ÉTS group insurance plan

- Coverage started on April 15th for new students starting in the summer 2023 term
- Fees will appear on your invoice
- Once paid, the Registrar's Office will provide you with your policy number and other details a couple of weeks after registration. You will then be able to have access to your online account [Claim 360](#)
- Contact assurances.etrangers@etsmtl.ca for questions or concerns regarding the insurance.

Cost

\$900/year (3 sessions). **Students starting their studies in the summer 2023 term are billed \$300 for the session and will see the fee for the 2023-2024 academic year appear on their fall 2023 tuition bill.**

HEALTH & HOSPITALIZATION INSURANCE



RAMQ

For students benefiting from social insurance of a country that has signed a reciprocity agreement with Québec: Belgium, Denmark, Finland, France, Greece, Luxembourg, Norway, Portugal, Romania, Serbia, Sweden.

** RAMQ is the only possible exemption from Desjardins insurance. The deadline for presenting proof of RAMQ enrollment to the Registrar's Office and being reimbursed for Desjardins insurance for the summer 2023 session is July 31st.

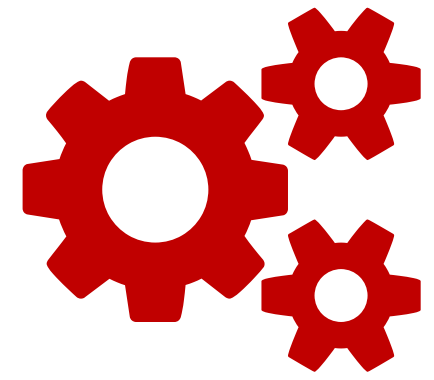
Includes: Health and hospital fees (Canada only), prescription drugs (France and Belgium only)

Excludes: Dental and vision care, travel insurance outside Quebec, Repatriation insurance

Enrollment procedure is [online](#), even if you are accompanied by family members.

HEALTH & HOSPITALIZATION INSURANCE

FAMILY MEMBERS



If you have family members travelling with you to Québec, you are responsible for obtaining Canadian health & hospitalization insurance coverage for them as part of the conditions associated with your [CAQ](#).

The Desjardins group insurance plan is only for enrolled students, so you will have to make your own arrangements for your spouse.

Compare the packages offered by various insurers and choose the one that best suits your needs!

Important: all minor children residing in Québec for at least 6 months out of the year are now eligible for RAMQ (public) coverage. Sign up [online](#). 😊

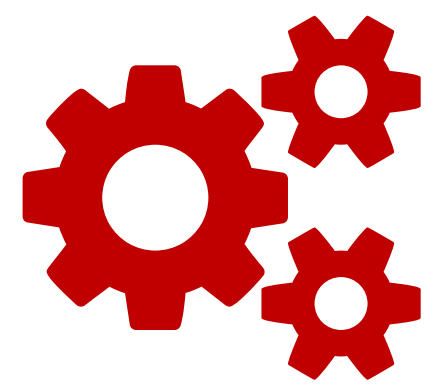
ASEQ INSURANCE

DENTAL INSURANCE

Included: check-ups/prevention, fillings, etc.

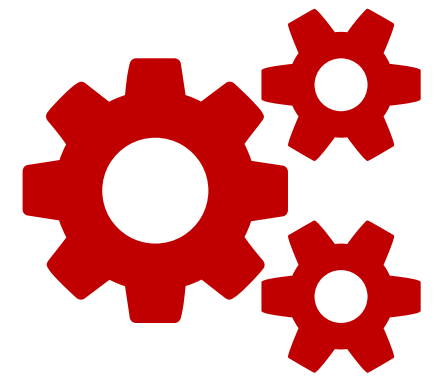
- › Optional, but **automatic enrollment and billing for all students** at the start of **each** academic year (September) or in January for new students admitted to the winter term. This is a recurring transaction!
- › **No new enrollment for the summer.**
- › **It will be *your responsibility* to cancel or modify your coverage during the cancellation period at the start of the fall session (September 30, 2023)**
- › Possibility of adding your family members
- › It is not possible to cancel or modify after the deadline
- › All transactions must be completed on the ASEQ website
- › www.aseq.ca or 514-789-8792

ATTENTION — Before deciding not to keep this coverage, please know that a visit to the dentist for a routine check-up and cleaning can cost up to \$200.



ASEQ INSURANCE

HEALTH INSURANCE



Supplemental Health Insurance

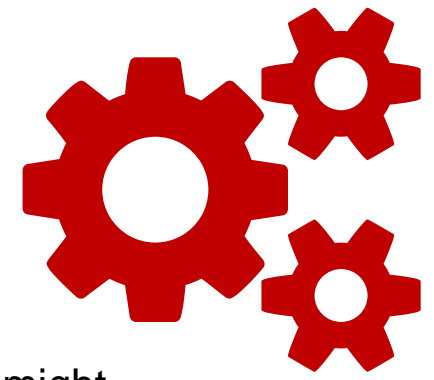
- **Only for students who are covered by the RAMQ, optional complementary coverage**
- Includes: Specialists such as physical therapists, osteopaths, massage therapists, ambulances, preventive vaccines, travel insurance...
- You can sign up within 30 days of enrolling at the RAMQ on the ASEQ website.



Questions?

- ASEQ dental & supplemental health insurance is offered via your Student Association, the AEETS. You can write to them at info@aeets.ca
- If you have specific questions about the coverage itself or how make to a claim, please contact [ASEQ](#) directly.

ADDITIONAL INSURANCE



Housing and civil liability insurance

The RAMQ and Desjardins insurance policies do not cover your belongings or any damage that you might cause to others and their property.

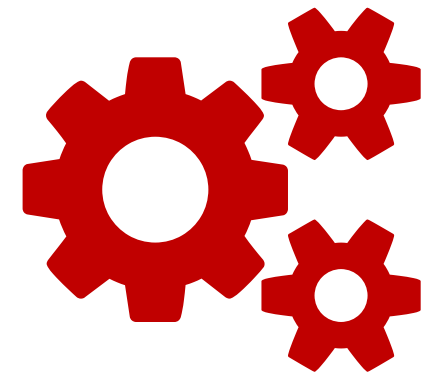
- Housing and civil liability insurance is mandatory if you live in the ÉTS dorms. Contact residences@etsmtl.ca for information.
- Optional for students living off-campus, but highly recommended.
- Simple: make an online request with different insurance companies once you have your address in Montreal.
- You can get a student discount on this type of insurance by becoming a member of [GENIUM 360](#) (réseaux des ingénieurs du Québec). Free membership for students.

Travel insurance/repatriation

- Included in the Desjardins policy for international students, certain conditions apply.
- The RAMQ does not cover repatriation in the case of invalidity, emergency or death and only covers certain medical costs outside of Quebec!

ATTENTION — If you are covered by the RAMQ and plan on travelling outside of Canada during your studies, it is essential to purchase private travel insurance to cover health expenses OR to enroll in the ASEQ supplemental plan.

HEALTHCARE RESOURCES

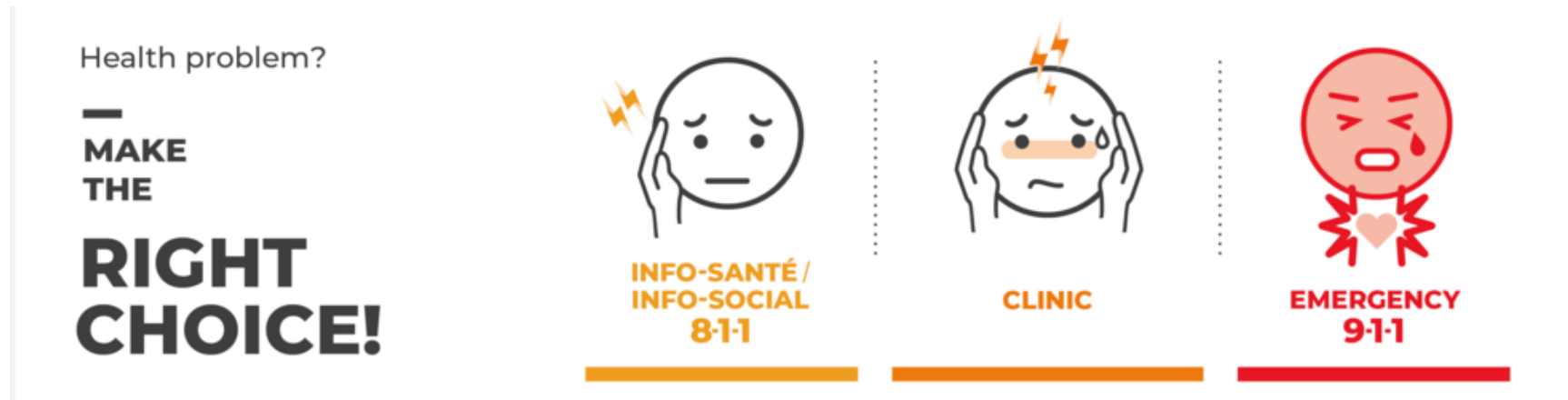


Hospital, clinic, pharmacy?

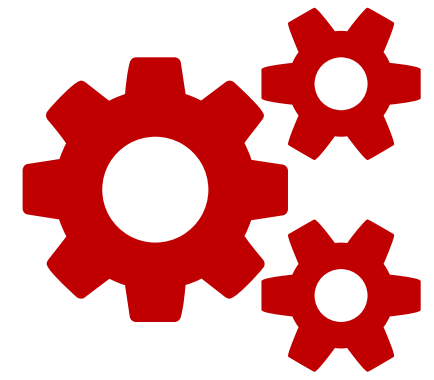
1. Call Info-Santé 8-1-1 to receive advice from a nurse (free of charge, 24/7)
2. Consult a pharmacist (free of charge)
3. Visit a walk-in clinic
4. In case of emergency: call 9-1-1 or go to the hospital

See [website of information](#) on Montreal's healthcare network

Consult our workshop [Navigating the health care system in Québec](#)



SAFETY AND LAWS



On campus

Emergency: Dial 5-5

Non-emergency: Dial 8900

Security desk located at the main entrance of Pavilion A (ground floor)

Off campus

Emergency: Dial 9-1-1 (24/7)

Montreal is a safe city, but...

- Don't carry your passport or official documents when you go out, take a picture or keep a photocopy, keep them in a safe place at home.
- Never leave your bag, computer or any other personal belongings unattended.
- Don't keep a large amount of money at home nor on you.

On campus

- No smoking of tobacco or any type of derivative (e.g., electronic cigarette) within 9 metres from ÉTS buildings entrances.
- Complete prohibition of use, distribution, and growing of cannabis on any land or building of ÉTS, including student residences.

Fines between \$250 and \$1,500!

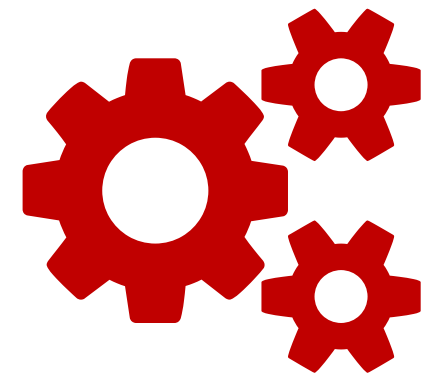
Off Campus

No smoking in public areas such as bars, restaurants, clubs, some parks, housing (be aware of your lease)

Alcohol

Drinking alcohol in public areas is prohibited (\$148 fines).

WORKING IN CANADA



Conditions

- Valid Study permit that indicates your eligibility; full-time registration; Social insurance number
Check your eligibility on the [IRCC website](#)
- **Your study program must have started before you can start working (May 3rd!).**

Work on campus : no limit to the number of hours

- “On campus” = all the buildings that belong to ÉTS campus
- Other locations are allowed if working as teaching/research assistant.
- See [job offers](#) on campus

Work off campus : maximum 20 hours/week

- **Temporary measure** in place through December 31, 2023 authorizing students who meet the conditions for working off-campus to work without a restriction on the number of hours.
- Working on campus AND off campus is possible if you comply with the rules for both options.

You need to stop working if:

- You are studying part-time (unless it's the last session of your program);
- You have an expired study permit;
- You are taking an authorized leave during your studies;
- You are on a break after changing institutions.

Who can work more than 20 hours per week off campus

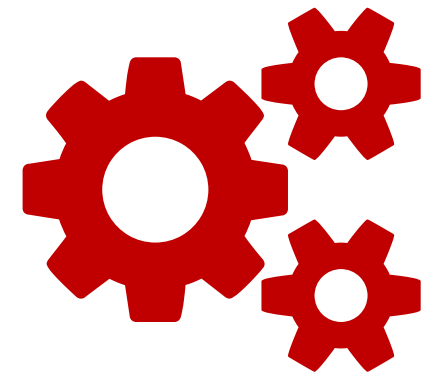
From November 15, 2022, until December 31, 2023, you can work more than 20 hours per week off campus while class is in session if you

- are a study permit holder and are studying at a DLI full-time (or part-time during your final academic session),
OR
- have been approved for a study permit but haven't arrived in Canada yet

In addition, you must meet all these requirements:

- You must ensure we received your application for this study permit (including extensions) on or before October 7, 2022.
- You must have an off-campus work authorization on your study permit.
- You must be either in Canada or coming to Canada by December 31, 2023.

SOCIAL INSURANCE NUMBER



The Social Insurance Number (SIN/NAS) is a 9-digit number that is mandatory in order to be able to work in Canada. It is required by the government and employers.

How do I get my SIN?

Apply [online](#) (20 days processing times) or apply at a Service Canada office (check prior to going in person and ideally make an appointment!).

Free of charge.



Documents

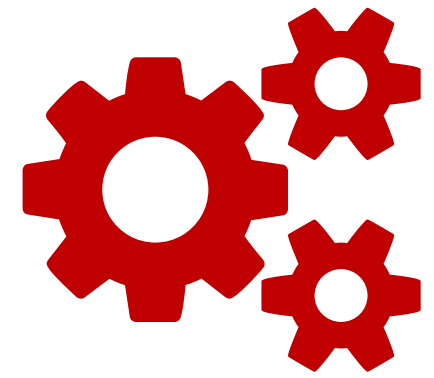
- Study permit indicating that you are authorized to work in Canada
- Passport
- Proof of residence in Canada (ex : your ÉTS tuition bill that shows your address)

Additional information on [Services Canada's website](#).



Be aware of fraud! This number is considered confidential!

BANK ACCOUNT



Open a bank account

- Make an appointment
- Bring the required documents (ex.: passport, study permit, ÉTS registration)

Which bank should you choose? Your decision!

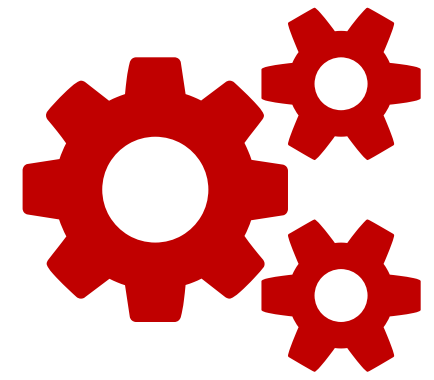
- Cost of international transfers, other fees
- Student discounts
- Proximity to ÉTS or your home

Banks in the neighbourhood of ÉTS

- Desjardins (ground floor of the *Maison des étudiants*)
- Banque TD, BMO, RBC



HOUSING



University residences

- [ÉTS's academic residences](#) accommodate over 1,100 students
- Fill out the [Booking Form](#) to be put on the waiting list (not binding until they offer you a room)

Off campus housing

Most students will live off campus in apartments shared with roommates, or on their own (\$\$\$). Visit classified ad websites and Facebook groups. Visit our [Student housing in Montréal](#) web section.

Need advice for your housing search?

Contact the team in the Office of Student Life : aide-logement@etsmtl.net

Housing

While it is true that Montréal is one of the most affordable large cities in the world when it comes to housing costs, it is also true that the cost of an apartment is higher here than in other smaller cities in Québec. Therefore, it is important to make an informed choice, both in terms of quality of life and in accordance with your budget. Do you need help finding housing? Student Services offers a housing-search assistance service. [Contact us!](#)

University residences



Off-campus housing



Co-rental and rooms



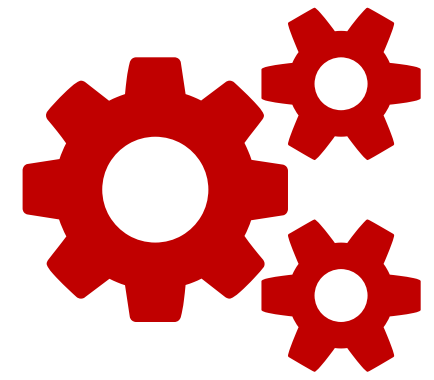
Short-term housing



Rights related to housing



GETTING AROUND MONTREAL



Bus + subway—OPUS Card

- Smart card on which you can charge transit fares for the subway and bus all over the island of Montreal
- Several options available—daily, weekend, weekly, monthly and others.
- If you don't have an OPUS card, you need to pay the exact fare amount (\$3.50)

OPUS reduced fare—Students

Online application via MonÉTS

OR

Go to the STM photo studio at Berri-UQAM metro station

Student rate: \$220 for a 4-month pass + \$15 for the OPUS card

Discounts for the monthly and 4-month (\$193) passes purchased at

[Coop ÉTS](#)

Bixi

- Public bicycle sharing system, hundreds of stations all around Montreal
- Different membership options (30 days, 1–3 days, one way, etc.)
- OPUS reduced fare for students

Transportation

Montréal offers a wide variety of travel options. The métro network comprises 4 lines, with a total of 68 stations. The Société de transport de Montréal (STM) also operates 1,700 buses on 220 bus lines, including 23 lines dedicated to night service. The road network includes more than 4,000 km of traffic lanes and more than 600 km of bike paths.

Orientation	+
Public transit	+
Active transportation	+
Carpooling and car sharing	+

QUESTIONS?

Upcoming activities :

Today!

- Guided tours of the ÉTS campus at 3:30 PM leaving from A-1600
- New student cocktail from 5 to 7 pm in the Espace des Pas perdus beside A-1600

May 16 : « Working in Canada as an international student »: online at 1:30 PM



Vivez la rentrée ÉTÉ 2023

4@7 for international students

WHAT IS PLANNED?

- Enriching encounters with other students.
- Music from the Exutoire student club !
- Beer from the GénieALE student club !
- Games, snacks, beverages and more !

WHERE :
Des pas perdus
Room A-1604

WHEN :
May 4, 2023

FROM :
4 p.m. to 7 p.m.

INFORMATION
Office of Student Life (SVE)

REGISTRATION
Not required

Visit [Info-rentrée](#) for information about orientation activities on campus!

**Please give us your
feedback on the
« Orientation
session in English »**



A photograph of a young woman with blonde hair, smiling warmly. She is wearing a black graduation cap and gown. A white name tag with the letters 'ETS' is pinned to her chest. In the background, two other graduates in black gowns are visible, slightly out of focus. The scene is set indoors, possibly at a graduation ceremony, with a red carpet visible on the right. A large red diagonal shape is overlaid on the left side of the image.

WELCOME TO ÉTS!