

Graduate Exchange Agreement

The Graduate Exchange Agreement (GEA) is recognized by the School of Graduate Studies, U of T and has established authorization for graduate course study requests at **McGill University**, **Université de Montréal**, and **University of British Columbia**.

Graduate course(s) taken through GEA are subject to the regulations and deadlines of the host institution. These course(s) must be requirements of the U of T degree program, and must not be available at U of T. Normally graduate students should not participate in GEA in their final year unless the official grade will be received by the SGS final grade and degree recommendation submission deadlines (refer to the [SGS Calendar](#)). The graduate student pays tuition fees at U of T as per normal and is classified as a non-degree student at the host university. No tuition fees will be assessed by the host institution; however, applicable incidental fees will be charged.

Upon successful completion of the course(s), it is the student's responsibility to arrange that a transcript be sent directly to the U of T graduate unit. The student must also complete a [Transfer Credit and/or Course Exemption](#) form. Transfer credit will be limited to one full course (1.0 FCE) or 25% of the program course requirements, whichever is greater. A minimum grade equivalent to the U of T grade of B- must be obtained at the host university in order for a course to be considered for graduate transfer credit.

Section 1: Student Information (to be completed by the student).

Last Name:	First Name(s):	U of T Student Number:					
Gender:	Degree:	U of T Graduate Unit:					
U of T Email:	Telephone:	Date of Birth (DD-MMM-YY):					
Current Mailing Address:							
<p>*I hereby request permission to take the following graduate course(s) required for my degree program at the host university. I have attached the relevant graduate course outline(s) or the calendar entry from the host university.</p> <p>Host University: _____ Host Graduate Unit: _____</p> <p>For the Period Beginning (YY-MM): _____ For the Period Ending (YY-MM): _____</p>							
Course Number	Title	Fees (host university)	Credit Value (host university)		Session(s)		
			Half	Full	Fall	Winter	Summer
Student's Signature*:					Date:		
<p>Note: If a student wishes to withdraw, it is their responsibility to immediately notify the graduate school of the host university and the School of Graduate Studies, U of T by completing and submitting the Visiting Graduate Student Notification of Course(s) Withdrawal form.</p>							

Section 2: Chair/Director/Graduate Coordinator/Graduate Dean Home and Host University Approval:

The above named student is in good standing (including current fees paid) in a graduate degree program and has permission to take the courses listed above for degree credit as a non-degree student. In approving this agreement, the U of T graduate unit certifies that:

- The student cannot take the course(s) at U of T during their degree program;
- The student is registered in a graduate degree program;
- The course is a requirement for the degree.

Approval Signatures (in sequence):

U of T Home Chair/Coordinator Signature: (sign and print name)	Date:
U of T Vice-Dean, Students of SGS Signature: (sign and print name)	Date:
Host University Chair/Coordinator Signature: (sign and print name)	Date:
Host University Graduate Dean's Signature: (sign and print name)	Date: