

How to Apply to the Barbados Interdisciplinary Tropical Studies (BITS) Field Summer Study Program as a Concordia Student

These guidelines were developed to assist students from Concordia to participate in McGill University's bilateral program with The University of the West Indies (UWI) located in Barbados. The BITS program is a 15-credit experiential activity occurring during the summer months of May to August, focusing on development issues related to nutrition, food and energy. The participants live at McGill's Caribbean Campus, Bellairs Research Institute situated in Holetown, Barbados.

The BITS program is well suited for students enrolled in undergraduate programs related to international development, agriculture, dietetics and human nutrition, environmental biology, and engineering. Although the program focuses on tropical agriculture, students will explore numerous socioeconomic constraints in Barbados. In particular, Concordia students involved in the Sustainable Studies Minor would find the BITS program complementary to their studies.

BITS courses:

1. Tropical Horticultural Ecology AEBI-421 (3 credits)
2. Sustainable Land Use AEBI-425 (3 credits)
3. Tropical Food and Energy AEBI-427 (3 credits)
4. Barbados Interdisciplinary Project AEBI-427 (6 credits)

The courses are intensive and offered 3 days per week for 1 month each. The project is 2 days per week all summer and involves group work with local professionals from government, NGO, or private sector agencies on projects of national importance in Barbados. This project course is considered an internship or work opportunity that will expand students' ability to work within a group setting and gain field experience and international contacts. For detailed information on the BITS Program, please refer to the [BITS website](#).

BITS Program Fee:

The program fee for the entire 13 week, 15-credit program is \$7,000 CAD. This covers accommodation and meals (lunch and supper during the week), student visas, all lab materials, tours and bus transportation used during courses along with special events (**Note:** airfare, tuition, weekend and holiday meals, entry visas*, and immunizations are not included).

*Entry visas are not required for citizens of Canada and the USA, but are required for citizens of some other countries (see [this page](#)).

MiniBITS Program Fee:

Under special circumstances, students may qualify for MiniBITS, which involves one of the BITS courses (usually AEBI-421) and a Special Topics course (usually PLNT-351). The same application procedure is used but the program fee for 4 weeks, 6-credits, is \$2,500.

Application to BITS:

The application deadline is the last week day in February each year. Applicants must submit the following documents via email to McGill BITS advisor Dr. Julie Major (julie.major@mcgill.ca):

1. BITS application form (please download from the [McGill BITS website](#), fill, save, and email as an attachment);
2. Letter of intent (1 page written in French or English)
3. C.V. (written in French or English)
4. Legible copy of your academic transcript

A CGPA of 2.5 or higher is recommended. The program is aimed at undergraduate students in their final 2 years of study.

BITS Acceptance Procedures

You will be notified of your acceptance status by Dr. Julie Major within a week of the application deadline.

As soon as you receive this offer of acceptance to BITS, you should:

1. By return email inform Julie Major that you are accepting BITS' offer of acceptance.
2. Apply to study at McGill through an Inter-University Transfer, through [CREPUQ](#). Your request will first need to be approved by Concordia, and then by McGill, and then you will be given a McGill ID number.
3. Pay the tuition for BITS (15 credits, or less for miniBITS) to Concordia University. Concordia will bill you in due course, through its own system.
4. Once you have your McGill ID number, register for BITS courses on Minerva. Watch the tutorial on using Minerva to register for courses.
5. Pay (electronically) to your new McGill student account a program fee deposit of \$1,000 (non-refundable) by March 4 and a program fee balance of \$6,000 by the last working day in March. **Refund policy:** The program fees are non-refundable.
6. As soon as a payment is made (item 5), send an email to student.accounts@mcgill.ca, **with CC to Julie.major@mcgill.ca** with a subject of **"BITS – deposit"** or **"BITS – balance"**. In the body of the email, indicate your McGill student ID number and the amount you have paid to your account. Unless you send this explanatory email, money paid to McGill will NOT be used to cover BITS program fees.

Note: You will make this payment without an actual charge appearing on your account. The charge will appear later, when your statement is generated. However, you will receive a confirmation email from Student Accounts in the days after you make the payment.

Applying to BITS from Concordia University

Contact Information:

McGill University:

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