

OVERVIEW

Main Contacts:		
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Address: MBA Programs Office, NUS Business School, Mochtar Riady Building, Level 4, 15 Kent Ridge Drive Singapore 119245

School Website: <http://mba.nus.edu/>

Eligibility:

- Non-Singaporean Citizen, Non-Singaporean Resident
- 2nd year MBA student, good academic performance in home university
- Have at least 1.5 years of post-bachelor degree work experience
- Proficient in the English language

TERM DATES & NOMINATION PROCEDURES

National University of Singapore	AY2020/2021		
	Semester 1 10 Aug to 5 Dec, 2020	Semester 2 11 Jan to 8 May, 2021	Special Term Part 1: 10 May to 19 Jun, 2021 Part 2: 21 Jun to 31 Jul, 2021
Nomination Deadline <i>(for Coordinators)</i>	6 Apr, 2020	14 Sep, 2021	15 Feb, 2021
Application Deadline <i>(for Nominated Students)</i>	15 Apr, 2020	01 Oct, 2021	1 Mar, 2021
Supporting Documents Submission Deadline <i>(for Nominated Students)</i>	1 May, 2020	15 Oct, 2021	15 Mar, 2021
Orientation Week & Arrival to Singapore <i>(includes Pre-Registration with Registrar Office and enrolment with Immigration & Checkpoints Authority)</i>	3 to 7 Aug, 2020	04 to 08 Jan, 2021	Part 1: 05 to 07 May, 2021 Part 2: 15 to 18 Jun, 2021
MBA Exchange Orientation	7 Aug, 2020 <i>(tbc)</i>	08 Jan, 2021 <i>(tbc)</i>	NA

- For information on Special Term, please refer to <http://www.nus.edu.sg/registrar/education-at-nus/non-graduating-programme-special-term.html>
- Academic Calendar: <http://www.nus.edu.sg/registrar/calendar.html>
- Public Holidays in Singapore: <http://www.mom.gov.sg/employment-practices/public-holidays>

Please send your nominations (using the format below) and resumes to waicheng@nus.edu.sg. Registration procedures will be shared to nominated students and exchange coordinators near to the *respective nomination deadlines* (see above dates).

Student Name (Underline Family Name)	Home University	Country	Nationality	Date of Birth	Student Email Address

Structure and Delivery of Classes:

Language of instruction: English
 Teaching Methods: A variety: including lectures, case studies, presentations, project work, computer-based business games, multi-media tools and field trips. Students are expected to participate in class discussions
 Class size: An average of 45 students in each elective course
 Modular Credits (MC)/hours: 4 MC (39 lecture hours) and 2 MC (19.5 lecture hours)
 Course load: Recommended minimum 3 modules (12 Modular Credits) to maximum 5 (20 Modular Credits).
 Grading: A to F

The grade range is as follow:

<u>Grade</u>	<u>Description</u>	<u>Grade Point</u>
A+	Excellent	5.00
A	Excellent	5.00
A-	Excellent	4.50
B+	Very Good	4.00
B	Very Good	3.50
B-	Very Good	3.00
C+	Good	2.50
C	Satisfactory	2.00
D+	Probationary	1.50
D	Probationary	1.00
F	Fail	0.00

Examinations: as per instructor

Modules

Exchange students should select from the list of **MBA elective modules** offered. Exchange students who wish to select **core modules** must obtain approval from home university. This is also subjected to approval from professors and vacancy in class at NUS Business School.

Real Estate Modules

A fee of S\$3,282 (per module)* will be charged to exchange students who wish to read modules at the Department of Real Estate (School of Design and Environment). <http://www.sde.nus.edu.sg/>

Health Care Management Modules

A fee of S\$3,500 (per module)* will be charged to exchange students who wish to read modules at the Saw Swee Hock, School of Public Health. <http://www.sph.nus.edu.sg/index.php>

Examination Dates

MBA modules are 100% continuous assessment. MBA Office determines the examination dates for MBA modules. We do not allow requests for rescheduling of examination or to take examination at the home university.

Examination Results

Online results will be available one month after the university’s last examination. Request for early result release will not be possible.

Two copies of transcripts (one of which is a complimentary copy for the student) will be sent directly to your home university’s exchange program coordinator or it’s relevant office approximately **two months** after the completion of the semester (unless otherwise arranged with the partner university). You will have to make your own arrangements to collect your transcript from the relevant office at your home university.

**fee may be subjected to change as determined by SDE & SSHSPH*

FACILITIES

Library facilities, banking facilities, postal services, computer services, telephone services, sports and recreation facilities, health services are available on campus.

CAREER SERVICES

The NUS Business School Career Services Office provides limited career assistance to exchange students during their semester at NUS. Students have access to attend career workshops or company presentations on special request. Spaces will be subjected to availability after enrolment by NUS students.

ALUMNI SERVICES

Exchange students will not receive alumni status and NUS Lifelong email account.

EVENTS BEFORE START OF SEMESTER

<i>Pre-Registration by Registrar Office</i>	<i>Orientation by MBA Programs Office, NUS Business School</i>	<i>Orientation by Office of Student Affairs</i>
It is compulsory for students to attend Pre-Registration with Registrar Office (RO). Please refer to Page 2; an example of Pre-Registration dates/activities http://www.nus.edu.sg/registrar/edu/ng.html (Refer to 'Quick Links' -> Registration Guide NUS do not sponsor visit pass to Non-graduating students' spouses and children	It is compulsory for students to attend the Orientation held by MBA Programs Office. Here, we will introduce you to NUS Business School; there will be briefings on Academic and Administrative matters	It is optional for students to attend the Orientation held by Office of Student Affairs. Here, OSA will assist exchange students assimilate into student life in NUS. This area will be covered by MBA Programs Office.

FEES

Miscellaneous Student Fees (MSFs) [MSF = SSF + HSF]	Amount (per semester)
Student Services Fee (SSF) (Non-exchange)	S\$76.97
Student Services Fee (SSF) (Exchange)	S\$63.11
Health Service Fee (HSF)	S\$68.35

Notes:

- Students will **not be issued transcript** if fees are not paid before end of semester.
- All [fees](#) shown are inclusive of prevailing GST
- Fees may be subjected to revision from time to time
- Late payment charge of S\$25.00 will be imposed for any outstanding fees

HOUSING

NUS does not provide on-campus accommodation for MBA exchange students. Priority will be given to Undergraduate students. MBA office and Office of Housing Services work together to provide an alternative on-campus accommodation, Kent Vale Apartment, for MBA Exchange students. Details will be provided to students at least 2 to 3 months before start of semester. Please click [here](#) for more information. Do note that campus accommodation for family (for spouse and 2 children) is limited.

Alternatively, Office of Student Affairs will provide exchange students with private accommodation options. You may click [here](#) for more information. We strongly encourage you to look for off-campus accommodation before you arrive in Singapore.

ESTIMATED MONTHLY EXPENSES (SGD)

Accommodation	Public housing apartment Room	\$1,500 to \$3,000 \$400 to \$1,000
Transportation	Taxis MRT/Buses	\$10 to \$24 per trip \$0.70 to \$2.80 per trip
Utilities	<i>Varies</i>	\$80 to \$400
Meals	Low end restaurants Hawker centres/food courts/fast food	\$15 upwards per head a meal \$5 upwards per meal
Groceries	<i>Varies</i>	From \$200
Entertainment	Clubbing and drinks Cable TV	\$35 upwards per night \$30 upwards
Communications	Mobile phone plans Broadband	\$19.95 to \$200 \$19.95 to \$208

OTHER IMPORTANT MATTERS

About Singapore http://www.visitsingapore.com/en/	Immigration & Checkpoints Authority https://www.ica.gov.sg/ E: https://www.ica.gov.sg/contact-us FAQ : https://va.ecitizen.gov.sg/cfp/customerpages/ICA/explorefaq.aspx	About NUS http://www.nus.edu.sg/ Kent Ridge Campus Map http://map.nus.edu.sg/download/Kent-Ridge-Campus-Map.pdf Life in NUS http://nus.edu.sg/osa/campus-life/get-involved.html Life in NUS (MBA) http://mba.nus.edu/
Registrar Office T: (65) 6516 1476 E: NGHelp@nus.edu.sg http://www.nus.edu.sg/registrar/edu/ng.html FAQ: http://www.nus.edu.sg/registrar/faqs/ng-applnfaq.html	Office of Student Affairs T: (65) 6516 1177 E: askstudentservice.nus.edu.sg http://nus.edu.sg/osa/has/contactus Housing http://nus.edu.sg/osa/housing/non-graduating/application-guide.html <i>(Not guaranteed for MBA exchange students)</i> Student Service Centre http://nus.edu.sg/osa/services/onestop.html	Pre-Departure Information http://www.nus.edu.sg/gro/assets/doc/pub/sep_incoming_exchange_guide.pdf
myPortal@NUS https://myportal.nus.edu.sg/studentportal/eservices/all/myisis.html <i>(includes IVLE, NUS Libraries, myEmail, myISIS & all QUICK LINKS)</i>	Medical & Insurance Matters http://www.nus.edu.sg/uhc/ IT Care E: ITCare@nus.edu.sg	

