



## FACT SHEET 2020/21

**Contact Persons:**

Associate Professor Sia Siew Kien  
Associate Dean, Graduate Studies

Lindsay Tan  
Exchange Coordinator, Graduate Studies  
Email: [aagtan@ntu.edu.sg](mailto:aagtan@ntu.edu.sg)  
Tel: (65) 6790 6101

**Telephone/Fax:**

Fax: (65) 6791 3561

**School Address:**

Graduate Studies Office  
S3-B3A-01, Nanyang Avenue  
Nanyang Business School  
Nanyang Technological University  
Singapore 639798

**WWW-address:**

Programme website: [www.nanyangmba.ntu.edu.sg](http://www.nanyangmba.ntu.edu.sg)  
Exchange website:  
<http://www.nbs.ntu.edu.sg/Programmes/Graduate/NanyangMBA/academic-experience/Exchange-Programme/Pages/Home.aspx>

**Deadlines for  
Nomination:**

Trimester 1, 2020/21 – **31 March 2020**  
Trimester 2, 2020/21 – **31 May 2020**  
Trimester 3, 2020/21 – **31 October 2020**

**Deadlines for**

Trimester 1, 2020/21 – **30 April 2020**

<b>Application:</b>	Trimester 2, 2020/21 – <b>31 July 2020</b> Trimester 3, 2020/21 – <b>30 November 2020</b>
<b>Required Documents:</b>	<ol style="list-style-type: none"> <li>1) <a href="#">Application for Admission as Exchange Student form</a></li> <li>2) Photocopy of transcripts of academic records (bachelor and MBA)</li> <li>3) Photocopy of degree scroll (bachelor)</li> <li>4) Photocopy of passport</li> <li>5) Detailed resume</li> <li>6) 2 passport-sized photos</li> </ol> Please provide English translated copies for (2), (3) and (5).
<b>Study Programme:</b>	Core and functional subjects from 4 tracks, Banking and Finance, Strategy and Innovation, Marketing Management and Human Capital Management, as well as electives of the Nanyang MBA programme are available for selection. For more details, please refer to <a href="http://www.nbs.ntu.edu.sg/Programmes/Graduate/NanyangMBA/full-time-mba/Pages/MBA-Tracks.aspx">http://www.nbs.ntu.edu.sg/Programmes/Graduate/NanyangMBA/full-time-mba/Pages/MBA-Tracks.aspx</a>
<b>Courses:</b>	Please refer to above.  Class Timetable, Exam Timetable, Tentative Courses to be offered and Pre-requisite Requirements for MBA courses are available at: <a href="http://intranet3.ntu.edu.sg/NBS/Graduate/NanyangMBA/CurrentStudents/Academic/Pages/Timetables.aspx">http://intranet3.ntu.edu.sg/NBS/Graduate/NanyangMBA/CurrentStudents/Academic/Pages/Timetables.aspx</a>
<b>Faculties/Colleges:</b>	See Faculty Profiles at <a href="http://www.nanyangmba.ntu.edu.sg/our-faculty/">http://www.nanyangmba.ntu.edu.sg/our-faculty/</a>
<b>Language of Instruction:</b>	All courses are taught in English.
<b>Language Requirement:</b>	All exchange students must be proficient in English. (TOEFL is required if medium of instruction at tertiary level is not in English.)
<b>Language Courses:</b>	No.
<b>Academic/ Experience Requirements:</b>	<ol style="list-style-type: none"> <li>1) A bachelor's degree; and</li> <li>2) At least 2 years' working experience (after graduating with a Bachelor's degree) at the time of exchange.</li> </ol>
<b>Full-time Workload:</b>	Exchange students may offer up to a maximum of FOUR full courses, totalling 156 contact hours per trimester.  We offer: <ol style="list-style-type: none"> <li>(a) full courses, which entail 12 weekly seminars of 3.25 hours duration, and a written examination in the 13<sup>th</sup> week (total 39 class contact hours); and</li> <li>(b) half courses, which entail 6 weekly seminars of 3.25 hours duration, and a written examination in the 7<sup>th</sup> week (total 19.5 class contact hours).</li> </ol> One full course is equivalent to 2 half courses. Courses which do not have final examinations are assessed 100% on coursework.
<b>Learning Expectations:</b>	Classes are conducted in seminar style. The average class size is 40. Assessment is based on a combination of methods which may include: <ol style="list-style-type: none"> <li>(a) Group Project and Presentation</li> <li>(b) Class Participation</li> <li>(c) Mid-Term Quiz</li> <li>(d) Final Examination</li> </ol> The weightage given for each method of assessment varies for different courses. The total weightage is 100%.
<b>Exams:</b>	The final exam will be held on the last week of the trimester (week 13) for

a full course or the sixth or seventh week of the trimester (week 6 or 7) for a half course.

Exams can be written or in the form of a project; written exams must be taken at the specified time. Exchange students participate in exams and projects just as our full-time MBA students. Students must maintain at least 75% class attendance in order to participate in exams or be graded for non-examinable courses.

### **Term Dates for the Academic Year 2020/21:**

**Calendar:** 3 trimesters per academic year. Exchange students can join at the start of each trimester.

Expected arrival date: 3 working days to 1 week before trimester starts.

#### **Academic Calendar 2020-2021**

Trimester 1: 27 July 2020 – 24 October 2020 (13 weeks)  
[Recess: 25 October 2020 – 8 November 2020 (2 weeks)]

Trimester 2:  
(1st half): 9 November 2020 – 19 December 2020 (6 weeks)  
[Recess: 20 December 2020 – 3 January 2021 (2 weeks)]

(2nd half): 4 January 2021 – 20 February 2021 (7 weeks)  
[Recess: 21 February 2021 – 28 February 2021 (1 week)]

Trimester 3: 1 March 2021 – 29 May 2021 (13 weeks)  
[Recess: 30 May 2021 – 25 July 2021 (8 weeks)]

**Summer Programmes or Short-term Programmes** Not available

**Living Expenses:** Approximate living costs:

- Housing: S\$800 to S\$1,200 per month
- Meals: S\$400 to S\$500 /month
- Transport: S\$300 to S\$400/month
- Miscellaneous (books, stationery, recreation, etc.): S\$200 to S\$300/month

**Academic Expenses:**

- Registration fee: S\$300 (covers exam fee, copyright fees, and course materials)
- Student service fee: S\$188.35
- Health fee: S\$72.90

**Health Insurance:** Exchange students are required to purchase health insurance for their term of study at Nanyang Technological University.

**Student Pass:** Upon arrival in Singapore, exchange students are to call at **One Stop @ SAC** (Student Activities Centre, NS3-01-03 North Spine) to make payment for academic and other expenses.

It is advisable for students to arrive before the start of the trimester as they are required to go to the Immigration & Checkpoint Authority Office, Student Pass section, 10 Kallang Road, Singapore 208718 to collect their student passes.

If the exchange period of study at Nanyang Technological University (NTU) is more than six months, exchange students are required to undergo the Human Immunodeficiency Virus (HIV) and Tuberculosis (TB)

medical tests. The HIV and TB medical tests must be done at the NTU Medical Centre. The issuing of the Student Pass to exchange students, by the Immigration & Checkpoint Authority, is subject to the passing of the HIV and TB medical tests. Exchange students who fail any of these medical examinations will not be admitted and will be repatriated to their home country at their own cost.

**Facilities:**

To accomplish the mission of providing top quality business and management education, Nanyang Business School (NBS) has put in place the following facilities and e-learning infrastructure, all of which contribute to creating a world-class learning environment.

**NTU @ One-North Executive Centre**

Conveniently located at 11 Slim Barracks Rise (off North Buona Vista Road), the NTU @ One-North Executive Centre makes it easy for busy professionals to obtain MBA and executive training.

**Financial Trading Room**

The Financial Trading Room features cutting-edge hardware and software, including live market data feed from Reuters, to support teaching and research in financial engineering and high-tech finance.

**Education Online**

Many MBA courses now use NTULearn, part of the University's initiative in e-learning. As the online courseware delivery platform, it enables instructors and participants to create an online community of learning, interaction and collaboration. Listings of course materials, communication, discussions, announcements, assessments and submission of project work or assignments can be done online.

**Graduate Wing**

This is a dedicated facility for MBA participants. There are ten custom-built seminar rooms designed for optimum class interaction. Discussion rooms, seminar rooms and computer facilities incorporating the latest software and hardware are available 24 hours everyday. A dedicated MBA lounge provides a setting for more casual and relaxed interaction.

**NTU Library**

The Nanyang Technological University Library was set up in August 1981 and it now comprises 6 component libraries, namely, Lee Wee Nam Library, Art, Design & Media Library, Business Library, Chinese Library, Communication & Information Library, and Humanities & Social Sciences Library. The huge library houses an amazing collection of some 430,000 volumes. Library users also have access to an extensive range of business information resources such as Bloomberg, Dow Jones, Reuters, I/B/E/S, Datastream, the Economist Intelligence Unit, LEXIS-NEXIS and some 100 other databases, as well as thousands of electronic journals from established publishers.

**Sports and Recreational Facilities**

The University pursues a "Sports for All" philosophy. Being equipped with some of the best sporting facilities that can be found in a local tertiary institution, there are numerous sporting activities going on almost everyday. Catering to various talents and interests, these activities offer another avenue for the students to enrich their experience at the University and to meet a wider range of people.

**Indoor facilities**

- Multi-Purpose Sports Halls (including badminton courts)
- Activity Rooms
- Table Tennis Room
- Squash Courts

## Gymnasiums

### Outdoor facilities

Bouldering Wall (besides Hall of Residence 6)  
Multi-Purpose Field  
Soccer Field  
8-Lane, 400-metre Running Track  
Basketball Courts  
Volleyball Court (besides Hall of Residence 2)  
Volleyball-cum-street soccer Court (besides Hall of Residence 2)  
Sepak Takraw Courts  
Multi-Purpose Court  
Netball Court  
Tennis Courts  
Cricket Cages

### Aquatic facilities

Competition-size swimming pool  
Diving pool

### Graduate Accommodation

On-campus graduate housing is currently not available due to overwhelming demand from our full-time research students.

To view the campus map and go on a virtual campus tour, please visit:  
<http://maps.ntu.edu.sg/maps>

**Student Services:** The Student Ex-co and the NBS Alumni Association organise a variety of professional development and social activities during the academic year; most of the events are open to exchange students.

A **buddy system** ensures exchange students are provided with a buddy to assist them in settling down quickly into the new environment.

**Orientation:** A half day orientation is conducted for all exchange students, usually on the Friday before the start of each trimester.

**Career Services:** The Graduate Studies Career Development Office in the Nanyang Business School organises several recruitment-related activities each year. Services are extended to exchange students on a reciprocal basis.

**Exchange Coordinator Services:** The exchange coordinator acts as the exchange students' main contact person in the Graduate Studies Office.

**Information Dissemination:** How is exchange information from your school disseminated?  
Web  ✓                      Email  ✓                      Mail  ✓