

UNDERGRADUATE STUDENT EXCHANGE PROGRAMME FACTSHEET AY2025/2026



NUS BUSINESS SCHOOL

School Address

Undergraduate Studies
NUS Business School
1 Business Link
BIZ2-05-01
Singapore 117592

Getting to NUS Business School

bschool.nus.edu.sg/about-us/locate-us/

Websites

NUS Business School: bschool.nus.edu.sg
BIZ Undergraduate Studies: bba.nus.edu.sg

Social Media

Facebook: www.facebook.com/NUSBusinessSchool
Instagram: www.instagram.com/nusbizschool

Office Hours

Monday-Thursday: 0830hrs-1800hrs
Friday: 0830hrs-1730hrs
Closed on Saturday, Sunday and Public Holidays

Student Exchange Team

Asia, Oceania & Middle East

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North & South Americas

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APPLICATION INFORMATION

	Semester 1	Semester 2
Term Dates	August - December	January - May
Exchange Nomination Deadline (Univerity)	21 March	3 September
Extended Nomination Deadline (Business School)	4 April	14 September
Exchange Application Deadline	10 April	22 September
Application Outcome via Offer Email	Mid-June	Late October
Recommended Arrival Date	Last week of July	First week of January

The medium of instruction in NUS is English. Exchange students **must be proficient in English language** in order to benefit from their studies at NUS. Proof of English Language Proficiency is not required as long as the nominated exchange students have taken business courses conducted in English at the home university before the Student Exchange Programme.

Application for incoming exchange students are online. Exchange students must submit an application during the application period in the **Online Application Portal** (myapplications.nus.edu.sg).

Before commencing your online application, please go through the **general instructions** (www.nus.edu.sg/registrar/prospective-students/non-graduating/coursework).



We do not recommend students in their final year or semester to join us as there is risk of not securing the necessary courses or grades required for timely graduation.

VISA (STUDENT'S PASS)

Exchange students who have been accepted to NUS will receive instructions via the offer email/letter for the Student's Pass application. Students who need a visa to enter Singapore will receive an In-Principle Approval (IPA) letter via email from NUS Office of the University Registrar and can use the letter as a single-trip entry visa. All other students you will only need to show your passport and disembarkation card to get through Singapore immigration. You will be given the stamped IPA letter on the date of registration at NUS and you need the letter to collect your Student's Pass from Immigration & Checkpoints Authority.

Please see "Incoming Exchangers \ After Applying \ Step 4: Student's Pass Application" in www.nus.edu.sg/gro/global-programmes/student-exchange/incoming-exchangers for details.

ACCOMMODATION, FEES AND EXPENSES

Accommodation

On-campus accommodation is **limited and not guaranteed**. Do consider off-campus accommodation options concurrently. If you would like to apply for on-campus accommodation, please indicate this in your *Online Application* to receive application instructions with your admissions offer.

More Information:

- Accommodation (osa.nus.edu.sg/accommodation/)
- Other Accommodation (osa.nus.edu.sg/accommodation/other-accommodation/)

Approximate Living Costs

A breakdown of the estimated expenses you may incur. The amount vary depending on personal needs and lifestyle.

Estimated Monthly Expenses (in SGD)	On-Campus ¹	Off-Campus
Accommodation	\$680 – \$1,150 ²	\$1,200 – \$2,800 ³
Food	\$500 – \$900	\$600 – \$1,000
Public Transport	\$100 – \$200	\$200 – \$300
Personal Expenses	\$300 – \$500	\$300 – \$500
Total (in SGD)	\$1,580 – \$2,750	\$2,300 - \$4,600

Notes:

- 1 - On-campus housing available but **NOT** guaranteed.
- 2 - Actual cost depends on type of residence and type of room.
- 3 - Actual rental depends on whether there is room sharing and whether utilities are included in the rent.

Miscellaneous Student Fees (MSF) / Insurance

All full-time students are required to pay the MSF. The MSF includes the compulsory NUS Student Insurance scheme which provides all full time students with basic medical and personal accident insurance coverage.

All registered NUS students (including Non-Graduating Exchange students) will be covered under a blanket travel insurance. This insurance covers students for official NUS trips taken during exchange. It is highly recommended that exchange students purchase personal travel insurance for their own travel.

More Information:

- Fees (www.nus.edu.sg/registrar/administrative-policies-procedures/non-graduating/non-graduating-fees)
- Insurance (www.nus.edu.sg/uhc/billing-insurance/student-insurance#local)

ACADEMIC MATTERS

Academic Calendar

Classes are usually conducted over 13 instructional weeks with a recess week at mid-semester. Examination follows after 1 week of reading week. Please visit www.nus.edu.sg/registrar/calendar for NUS Academic Calendar.

Make-up classes may be scheduled if a class falls on a public holiday. For a list of public holidays in Singapore, please visit www.mom.gov.sg/employment-practices/public-holidays.

Courses

A **typical courses** at NUS is with 4 Units. A workload of 4 Units would require 10 hours of work a week, including lectures, tutorials, laboratory sessions, assignments, and independent or group study.

Class Format: Lectures, tutorials, discussion, case study, presentations, projects

Attendance: Required

Class Participation: Part of Grade

Grading: A to D (pass); F (fail)

Course Load: 39 hours per semester (3 hours a week x 13 weeks)

Medium: English

Examinations: Per Instructor

Students must enroll in a minimum of 12 Units (equivalent to 3 courses), with a maximum workload of 20 Units. It is important to ensure you meet the prerequisites for each course. Additionally, please verify with your home university that the courses taken at NUS will be recognised.

Course allocation depends on approval, prerequisites, and availability, so students should remain flexible in their course selection.

Student will be enrolled in 3 courses (12 Units) during admission. Please participate in *Course Registration* exercise at the beginning of the semester to secure remaining workload, and for course add/drop.



**Prioritise enrolling in Business School courses.
Up to half of total course load may comprise of non NUS Business School courses.**

More information:

- www.nus.edu.sg/registrar/academic-information-policies/non-graduating/modular-system
- www.nus.edu.sg/coursereg/

Examination Results Release

Since June 2020, NUS issue e-transcripts exchange students who have successfully completed their studies. The e-transcript will be sent to your personal email address as a verifiable PDF.

You may include your home university to receive the e-transcript. Instruction will be provided towards the end of the semester. Please check with your home university for instructions about post-exchange activities.

	Semester 1	Semester 2
Release of Results	Late December	Early June
Self-generate Unofficial Transcript	From the 11 th calendar day from the day of results release	
Official Transcript (eTranscript)	Two (2) months upon the end of the semester	

FACILITIES

1. Office of Students Affairs (OSA)

OSA (osa.nus.edu.sg/) seizes every opportunity and dedicates itself to provide and support the NUS student community in all aspects of student life outside-of-the-classroom, including student services, housing admission and residential life, student leaders' development, community engagement, integration and service learning, student support and wellness, as well as disability support.

2. University Health Centre (UHC)

UHC (www.nus.edu.sg/uhc) on campus is accessible to all students and staff. Besides providing general health support services, a dedicated team is available to support mental health needs.

3. Sports & Recreational Centre

This facility is accessible for all students and staff. More information on the operating hours can be found at uci.nus.edu.sg/campus-life/campus-services/sports-recreation/.

4. Libraries

The Hon Sui Sen Memorial Library is one of the libraries on campus widely used by students from the business school. Please check out nus.edu.sg/nuslibraries for more information.

5. Cafeterias/Restaurants/Canteens

NUS has a number of F&B outlets that are located all around campus. Some may be air-conditioned while others are open spaces. Please visit uci.nus.edu.sg/campus-life/campus-services/retail-dining/.

6. Bookshops, etc.

Students can visit NUS Co-op for computer accessories, books, gifts, textbooks and other services. Please refer to www.nuscoop.sg.

ADDITIONAL RESOURCES

Code of Student Conduct

The Code (studentconduct.nus.edu.sg/wp-content/uploads/NUS-Code-of-Student-Conduct.pdf) seeks to foster your individual growth, mutual respect and a sense of community within the University that is conducive to your learning and intellectual development.

NUS Exchange

- NUS Info Sheet
nus.edu.sg/gro/docs/default-source/prog/sep/exchange@nus.pdf
- The NUS BBA Incoming Student Exchange
bba.nus.edu.sg/student-experience/exchange-programmes/incoming-students/
- Information for incoming exchange students
nus.edu.sg/gro/global-programmes/student-exchange/incoming-exchangers

Information about Singapore

Singapore is a highly accessible, modern city and is one of the safest and cleanest cities in the world. Being part of the tropics, this sunny island enjoys summer all year round, with some rain forecasted throughout the year. Having a multicultural society makes Singapore a food heaven, as well as a melting pot of cultures and opportunities, attracting talents and corporations from all around the globe.

Check out www.visitsingapore.com/en/.

