



SINGAPORE
MANAGEMENT
UNIVERSITY

INFORMATION SHEET – 2012/13

<i>University Name</i>	Singapore Management University
<i>Address</i>	Office of International Relations Singapore Management University Administration Building, Level 8 81 Victoria Street Singapore 188065
<i>Website Address of the University</i>	http://smu.edu.sg/
<i>Website Address for incoming students</i>	http://smu.edu.sg/smu/programmes/exchange-programme/international-programmes/incoming-students
<i>Telephone / Facsimile</i>	+65 6828 0100 / +65 6828 0290
<i>General Email</i>	oir@smu.edu.sg
<i>Emergency Hotline</i>	+65 9112 8896
<i>Emergency Email</i>	OIR_hotline@smu.edu.sg
<i>Contact Person (International Relations Office)</i>	Academic Affairs Assistant Director <i>Ms Jeanine Lim</i> <i>Tel: +65 6828 0142</i> <i>Email: jeaninelim@smu.edu.sg</i> Academic Affairs Manager <i>Ms Evelyn Gay Geok Ling</i> <i>Tel: +65 6828 0462</i> <i>Email: evelyngay@smu.edu.sg</i> International Programmes Advisor (Outbound - to Asia-Pacific, Canada & Mexico) <i>Ms Edivita Ong Tham</i> <i>(covering Ms Kho Li Shu on maternity leave till January 2013)</i> <i>Tel: +65 6828 0292</i> <i>Email: edivitaong@smu.edu.sg</i>

	<p>International Programmes Advisor (Outbound - to Africa, Central Asia, South America, Middle East & Europe – except for Belgium, France, Germany, Netherlands, Portugal & Spain) <i>Ms Karen Yee Fong Kai</i> <i>Tel: +65 6828 0895</i> <i>Email: karenyee@smu.edu.sg</i></p> <p>International Programmes Advisor (Outbound - to USA, Belgium, France, Germany, Netherlands, Portugal & Spain) <i>Ms Lee Weijun</i> <i>Tel: +65 6808 5203</i> <i>Email: wjlee@smu.edu.sg</i></p> <p>International Programmes Advisor (Inbound - from Europe) <i>Ms Nurazlin Mohd Saad, Lin</i> <i>Tel: +65 6828 0315</i> <i>Email: nurazlinms@smu.edu.sg</i></p> <p>International Programmes Advisor (Inbound - from Africa, Asia Pacific, Central Asia, North America, South America & Middle East / Summer Study Programmes) <i>Ms Rehju Mohamed</i> <i>Tel: +65 6828 0677</i> <i>Email: rehjumohamed@smu.edu.sg</i></p> <p>Senior Administrative Executive <i>Ms Jamilah Bte Jalil</i> <i>Tel: +65 6828 0400</i> <i>Email: jamilahj@smu.edu.sg</i></p>
<i>Language of Instruction</i>	English Language
<i>Language of Courses</i>	English Language
<i>Language Requirements</i>	<p>English is the main communication medium in SMU and Singapore. If the students' first language is not English, please provide evidence of their English language proficiency (such as TOEFL).</p> <p>The score for TOEFL-test should be equivalent to 560 points (the paper-based test) or 220 points (the computer-based test) or 80 points (the internet based test). The score for IELTS should be between 6.5 - 7 points. The score for TOEIC should be 700 points.</p>

<i>Level of Study for SMU Students</i>	Bachelor and Master
<i>Terms dates for the academic year</i>	<p><u>Undergraduate academic calendar dates:</u> Fall Semester (Term 1): 21 August – 6 December 2012</p> <p>Spring Semester (Term 2): 7 January – 25 April 2013</p> <p>For details & future dates, please see: http://info.smu.edu.sg/courses/index.asp</p>
<i>Period of Exchange</i>	1 or 2 terms
<i>Programme / Department (s) (Available for incoming exchange students)</i>	<p>Only undergraduate programmes/schools are open to exchange students – except for the Business Study Mission undergraduate courses offered by Lee Kong Chian School of Business.</p> <p>Postgraduate courses are not open to exchange students and graduate students may only take undergraduate courses.</p> <p>The School of Accountancy offers very limited courses to exchange students, so if the student is an Accountancy major, the student must contact the academic advisors to check if there are sufficient Accountancy courses for course registration.</p>
<i>Courses outside the Business School for incoming exchange (if yes, please indicate the schools)</i>	Yes, undergraduate courses offered by School of Economics & Social Sciences, School of Accountancy; School of Information Systems and School of Law.
<i>Course Selection</i>	<p>Areas of Concentration: Marketing, Finance, Law, Economics, Accounting, Technology, Sociology, Psychology, Political Science, Operations Management, Quantitative Finance, Organizational Behavior and Human Resource, Management; and Corporate Communications.</p> <p>To view course descriptions, please go to Undergraduate Student Information http://info.smu.edu.sg/courses/index.asp – Course Catalogue / Class Search -> please select the term searching for and Courses with sections offered -> please select the corresponding letter of the course name -> view class section -> course description</p>
<i>Recommended Credit Load per undergraduate semester</i>	4 credits per semester

<i>Contact hours per undergraduate course</i>	1 credit course = 39 contact hours per semester; 0.5 credit course = 18 contact hours per semester.																										
<i>No. of credits per undergraduate course</i>	Either 0.5 or 1 credit per course																										
<i>Minimum workload per undergraduate semester</i>	2 credits																										
<i>Maximum workload per undergraduate semester</i>	4 credits																										
<i>Length of Bachelor degree (years)</i>	4 years																										
<i>Graduation requirements for bachelor degree</i>	35 credits (single degree with no or one major)																										
<i>Teaching Methods</i>	Presentation, projects, participation and examinations																										
<i>Undergraduate Grading Scale</i>	<table border="1"> <thead> <tr> <th>Grade</th> <th>Grade Point</th> </tr> </thead> <tbody> <tr> <td>A+</td> <td>4.3</td> </tr> <tr> <td>A</td> <td>4.0</td> </tr> <tr> <td>A-</td> <td>3.7</td> </tr> <tr> <td>B+</td> <td>3.3</td> </tr> <tr> <td>B</td> <td>3.0</td> </tr> <tr> <td>B-</td> <td>2.7</td> </tr> <tr> <td>C+</td> <td>2.3</td> </tr> <tr> <td>C</td> <td>2.0</td> </tr> <tr> <td>C-</td> <td>1.7</td> </tr> <tr> <td>D+</td> <td>1.3</td> </tr> <tr> <td>D</td> <td>1.0</td> </tr> <tr> <td>F</td> <td>0.0</td> </tr> </tbody> </table>	Grade	Grade Point	A+	4.3	A	4.0	A-	3.7	B+	3.3	B	3.0	B-	2.7	C+	2.3	C	2.0	C-	1.7	D+	1.3	D	1.0	F	0.0
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<i>Minimum GPA Requirement</i>	NA																										
<i>Address & contact person for SMU Students' Exchange Transcript to be sent to</i>	<i>Ms Jeanine Lim / Ms Evelyn Gay</i> Office of International Relations Singapore Management University Administration Building, Level 8 81 Victoria Street Singapore 188065																										
<i>Additional Fees (Misc. Fees)</i>	Misc. Fees approximately S\$250 + tax, including IT fees, sports facilities, student card, medical and health insurance.																										
<i>Application Requirements</i>	Exchange Coordinator to send us: <ul style="list-style-type: none"> - Nomination via email <p>The following documents must be attached in the online application;</p> <ul style="list-style-type: none"> - Official transcript - Photocopy of passport - Photograph for SMU student card 																										

	<p>Nominated incoming students to complete:</p> <ul style="list-style-type: none"> - Online application (Access to the online application will be made available via our partner and student guide. These guides will be sent to partner universities prior to the nomination period)
<i>Application Deadlines</i>	<p>Fall Semester: 30 April Spring Semester: 30 September</p>
<i>Latest Arrival Date</i>	5 working days before Orientation
<i>Orientation</i>	Compulsory, approximately 4 working days before term begins.
<i>Accommodation / Housing Options</i>	<p>Exchange students are advised to seek private accommodation. For more information, please refer to the following link; http://smu.edu.sg/smu/programmes/exchange-programme/international-exchange/incoming-students/international-exchange</p> <p>Due to limited rooms at the SMU hostel, we regret to inform that the SMU hostel at Prinsep Street is not available for international exchange students.</p> <p>The Commonwealth hostel will be open for application after students are accepted into the exchange programme. Students will be informed via email on the application procedures.</p> <p>For information on the Commonwealth hostel, please refer to the following link; http://smu.edu.sg/campus-information/campus-commonwealth-hostel</p>
<i>Cost of Rent (in local currency)</i>	Approximately S\$900-S\$1800 per month per person, assuming 3-4 students share a private apartment.
<i>Living / Prospective costs</i>	<p>Approximately S\$7,480-S\$8,900 per term (Including rental of housing)</p> <p>Breakdown of expenses (per month):</p> <p>Food: S\$300 - S\$500 (About \$10-\$15 a day for 3 meals, varies with individuals) Local Transportation: S\$100 - S\$150 Telecommunications: From \$30 (varies with usage and promotional packages subscribed) Books and stationery: S\$30 – S\$100 (varies with course) Personal expenses (clothes, entertainment, miscellaneous): S\$100 – S\$300 (varies with individuals)</p>

<p><i>Medical Coverage</i></p>	<p>It is compulsory for all incoming exchange students to purchase the Student Personal Accident Policy & Medical Insurance as chosen by SMU. Cost for this insurance is included as part of the Misc. Fees.</p> <p>Details on both insurance can be found on http://studentlife.smu.edu.sg/student-life/student-insurance-coverage</p> <p>Please consult your insurance agent in your home country for additional insurance coverage.</p>
<p><i>Visa Requirements</i></p>	<p>All foreign students need to apply for Student Pass prior to arrival in Singapore.</p>
<p><i>Campus Facilities</i></p>	<p>Wireless laptop connection, IT powered classrooms and seminar rooms, library and gym etc</p>
<p><i>Distance from city / airport</i></p>	<p>45 minutes by bus or train, 25 minutes by taxi</p>
<p><i>% of International Students</i></p>	<p>About 20%</p>
<p><i>% of Exchange Students</i></p>	<p>About 4%</p>