



# NOTES OF GUIDANCE FOR YOUR EXCHANGE DESTINATION

## Singapore Management University, Singapore

### Fast Facts:

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| <b>Website:</b>   | <a href="#">General university website</a><br><a href="#">SMU Global website</a>   |
| <b>Language of instruction:</b>   | English  |
| <b>Semester dates:</b>  | Semester 1 (Fall): August to December<br>Semester 2 (Spring): January to April   |
| <b>Number of students currently enrolled</b>  | >10,000  |
| <b>Academic restrictions at a glance</b><br><i>Please note: These are guidelines. It is your responsibility to research whether the partner provides appropriate courses for your degree programme.</i> | Course enrolment is not guaranteed. Only undergraduate courses from a prescribed list will be offered to exchange and visiting students (Course Codes 001-499, 1200-4038).   |
| <b>General Costs</b>  | Estimated cost of S\$1,800-S\$2,800 per month. Not including flight and visa costs.  |
| <b>About the University</b>   | A premier university in Asia, the Singapore Management University (SMU) is internationally recognised for its world-class research and distinguished teaching. Established in 2000, SMU's mission is to generate leading-edge research with global impact and produce broadbased, creative and entrepreneurial leaders for the knowledge-based economy. SMU education is known for its highly interactive, collaborative and project-based approach to learning, and for its technologically enabled pedagogy of seminar-style teaching in small class sizes. SMU's city campus is a state-of-the-art facility in the heart of downtown Singapore, fostering strategic linkages with business, government and the wider community. |

## What to expect

### Application process

You apply for study exchanges through SWAY. You can find out more about our [study exchange routes here](#), and more about the [application process here](#).

After applying, if you are allocated an exchange place at Singapore Management University, you will be officially nominated by the International Programmes Team. We will then provide you with your detailed application instructions. **You can ONLY apply to any exchange destination if you have been allocated a place there, and if you are officially nominated by us.**

### Academics

For support with the academic side of your exchange, your best point of contact is your Exchange Coordinator, [found here](#). The Exchange Coordinator is a member of academic staff who will be a key contact throughout your exchange.

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| <b>Course Load and Credit Load</b> | <p>You are normally <b>required</b> to take whatever constitutes a full academic credit or course load at your host university.</p> <p>The page linked below contains a copy of the <b>International Exchange Credit Requirements</b>. This outlines the number of credits you are required to take at your host institution. There are also more answers to frequently asked questions about the academic side of your exchange.</p> <p><a href="#">Academic matters   The University of Edinburgh</a></p>  |
| <b>Courses</b>                     | <p><b>Course enrolments are conducted via a bidding exercise in July (Term 1) and December (Term 2) each year. Only undergraduate courses from a prescribed list will be offered to exchange and visiting students (Course Codes 001-499, 1200-4038).</b></p> <p>Students will be allocated 100 e-dollars (e\$100) each term (one-time only), for bidding of all their required courses. This empowers them to draw up their own timetable based on their recommended study plan (subject to constraints of curriculum requirements and the supply and demand of classes). Details and instructions related to course bidding together with the list of courses offered, shall be made available to students two to four weeks before the course bidding exercise. It is important that students understand the information, policies and procedures to ensure a smooth bidding process.</p> <p>Demand could be high for some courses, e.g. fundamental freshmen courses. Students are encouraged to be pro-active and</p> |

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|                                     | <p>flexible in their study plans to optimise their bidding opportunities. In preparation for the course bidding and enrolment, students are responsible for ensuring that they have:</p> <ol style="list-style-type: none"> <li>1. Read the course-bidding guide and reviewed the prescribed list of course offerings for the intended study term.</li> <li>2. Obtained pre-approvals from the home university to enrol for their desired courses at SMU. Students are encouraged to obtain pre-approval for more courses than necessary as contingency, in case their desired courses are fully subscribed.</li> <li>3. Fulfilled the necessary pre-requisites for the desired courses. Students are required to consult and seek approval from the respective SMU course instructors on the fulfilment of pre-requisites (if any), before bidding for their courses. Students will not be allowed to enrol for, nor to continue with the course if the pre-requisites have not been met.</li> </ol> <p><a href="#">Course catalogue</a></p> <p><b>**Please be aware, there may not be an up-to-date course catalogue available at this exchange destination. Please use the information available to get an idea about what you can study while on exchange**</b></p> |
| <p><b>Academic Restrictions</b></p> | <p>Course enrolments are not guaranteed and are subjected to SMU's academic policies and the following conditions:</p> <ol style="list-style-type: none"> <li>1. Availability of vacancies</li> <li>2. Fulfilment of course pre-requisites, if applicable</li> <li>3. Course demand and bidding outcome</li> </ol> <p>The School of Accountancy and School of Social Sciences offer very limited courses to exchange students. If the student is an Accountancy or Psychology major, the student must contact the academic advisors to check if there are sufficient accountancy or psychology courses for registration.</p> <p><b>Please note:</b> These are guidelines. It is <b>your</b> responsibility to research whether the partner provides appropriate courses for your degree programme. <b>Even if there are not restrictions on your degree subject, it does not mean that there are appropriate courses for you. Please check.</b></p>   |
| <p><b>Orientation</b></p>           | <p>A mandatory orientation week occurs the week before classes start.</p>   |

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## Accommodation

Finding accommodation that you are happy with on your year abroad is very important and there are often many aspects to consider when looking for somewhere to live.

Many host institutions do offer university accommodation but please do note, **this is not always guaranteed**. You may also need to pay for things like agent or administrative fees that is not always the case here in Edinburgh. It is a good idea to do your research so you do not have any surprises!

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| <b>Private Accommodation</b> | The SMU campus is situated in the heart of the city with many private housing options that are within walking distance to SMU and conveniently accessible to amenities and transportation networks. Students have the flexibility and choice to source and arrange for their own accommodation based on their needs. Arrangements are at the sole responsibility and discretion of the student. For rental of private apartments/condominiums, it is important that students read and understand Singapore's governing policies on rental/leasing of accommodation, from the Singapore Urban Redevelopment Authority (URA) <a href="#">website</a> . |
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## Costs

It is important to budget for different expenses while on exchange. Your exchange destination may be more expensive than Edinburgh, and different expenses may be required. For example, rent may be higher; you might need to take public transport more; essentials may be more expensive or different, like sun cream in warmer climates or woolly socks in colder climates! These costs will add up so it is good to have an estimate of how much money you might need.

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| <b>Tuition Fees</b> | While on exchange, you will continue to pay fees to the University of Edinburgh, as appropriate, and your fee status will determine how much you pay.<br><br>Consult our webpage <a href="#">here</a> and follow the link to consult the university's information on tuition fees for students studying abroad. |
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| <p><b>Estimated Cost of Living</b></p> | <p>All costs are monthly estimates in Singapore dollars</p> <p>Accommodation: \$900-1,500</p> <p>Food: \$400-500</p> <p>Transportation: \$300-500</p> <p>Telecommunications: \$30-50</p> <p>Books and stationary: \$50-100</p> <p>Personal expenses: \$100-300</p> <p>Total: \$1,800-2,500 a month</p> <p>A one-time miscellaneous fee of approximately S\$250 per term is applicable. <b>The fee includes the cost for the SMU Medical Insurance</b>, IT services, registration and matriculation as well as student activities. The miscellaneous fee is mandatory and non-refundable.</p> <p>The cost for the Student's Pass ranges between S\$90 to S\$120 and includes the application fee, issuance fee and multiple-entry visa fee (if applicable). You may also be required to pay for health checks.</p> <p>You may also be required to pay for administrative fees at your host institution. This can include paying for your transcript to be sent to us at the end of your exchange.</p> |
| <p><b>Insurance</b></p>                | <p>Being sick in Singapore can be very expensive. Specialist consultation, hospitalisation or surgery can be a financial burden for students. <a href="#">All SMU Undergraduates are covered under a Group Personal Accident Policy, and a Medical and Group Hospitalisation &amp; Surgical Policy.</a> Insurance premiums are payable annually. It is mandatory for all International Exchange Students to participate in this insurance scheme. The insurance fee is inclusive of other miscellaneous fees. Students will be instructed on the payment arrangements they are formally accepted to study at SMU.</p>  |
| <p><b>Student Loans and Grants</b></p> | <p>Consult our <a href="#">funding webpages</a> for more information about the Funding available to you through SWAY while on your year abroad.</p> <p>If you receive a student loan or grant, you may still be eligible to receive them during your exchange. Contact your funding providers for more information on the availability and eligibility of funding during your exchange, as well as any additional support they may offer. For example: some loan providers offer travel grants to students.</p>  |

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## Other

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| <b>Passports</b>                              | <p><b>Make sure that your passport will be in date for the entirety of your stay, and for any additional required time after the end of your exchange for entry requirements and visa purposes.</b></p> <p>If you need to apply for a new passport during the application process to your host institution, this may delay the application and visa processes.</p>  |
| <b>Visas</b>                                  | <p>The visa process will vary from country to country, and your own citizenship will influence the visa process you need to undertake. You must make sure to enter your host country on the appropriate visa.</p> <p>All international exchange and visiting students are required to hold a valid Student's Pass during their study term in Singapore. The Student's Pass is a legal document that enables the student to live and study in Singapore, as well as serves as a multiple-entry visa into Singapore (subject to terms and conditions). The cost for the Student's Pass ranges between S\$90 and S\$120 and includes the application fee, issuance fee and multiple-entry visa fee (if applicable). SMU will initiate the application of the Student's Pass. Nevertheless, students bear the responsibility to complete and fulfil the application requirements for the Student's Pass before their arrival in Singapore. More information on the Student's Pass application process will be provided two months before the start of the study term.</p> <p>Here in SWAY we cannot give specific visa advice. Please research using the relevant embassy and government websites for more information. There is more information on our webpage about things to consider regarding visas <a href="#">here</a>.</p> <p>Once you have received an offer from a host institution, you will be given more advice from them about the visa processes.</p> |
| <b>Employment</b>                             | <p>By regulation, Student's Pass holders (exchange &amp; visiting students) are strictly not permitted to undertake any form of internship or work (regardless paid or unpaid) during their study term in Singapore. Offenders will be prosecuted in accordance to Singapore's immigration laws.</p>  |
| <b>Disability Statement and Accessibility</b> | <p>Some destinations may be more accessible than others for disabled students. If you require any adjustments due to disability or specific learning difficulties or disabilities and you wish to study abroad please contact The International Programmes Team via email: <a href="mailto:international.outgoing@ed.ac.uk">international.outgoing@ed.ac.uk</a>.</p> <p>We will work together with you to explore the help available at your host institution. It may also be helpful if you discuss this with your</p>   |

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|  | Personal Tutor and the Disability and Learning Support Service as well. |
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