



Dear International Exchange Partners,

Greetings from Universiti Brunei Darussalam (UBD)!

We are pleased to announce that nomination for the **Semester 1, 2018-2019** is now open.

Please find the information on the student exchange application process as follows:

Contact Person

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(A) Deadlines

Nomination Deadline	1 May 2018
Nomination (Online Only)	Click Here
Application Deadline (By Email Only)	1 June 2018

Application form (including supporting documents) can be emailed to the Deputy Director of Global Relations at sabrina.daud@ubd.edu.bn or office.gr@ubd.edu.bn

Please kindly note that we no longer accept hard copies.

(B) Eligibility

1. Completed at least one year of full-time study at one of UBD's partner universities;
2. Nominated by the International Office (or equivalent) of home university;
3. Achieved a minimum of CGPA 2.5 (out of 4.0) or 3.0 (out of 5);
4. English proficiency of IELTS 6.0 or TOEFL 550 or equivalent.

(C) Application Process (3 Phases)

Application Phase 1 (by 1 June 2018)

1. Email the [completed the application form \(please click here\)](#);
 - a. Modules here: As an indication, [click here](#) for last academic year's modules for Semester 1 (2017-2018) (subject to change).
2. Email a clear scanned copy of passport photo page;
3. Email certified true copies of:
 - a. Latest academic transcript
 - b. Latest English proficiency test score

Application Phase 2 (After Accepted by Faculty in UBD)

4. Email a copy of [completed medical check \(please click here\)](#);

Application Phase 3 (After Medical Check Passed)

5. Email a copy of medical insurance valid in Brunei for duration of study in UBD.
6. Email a copy of flight itinerary.

(D) Pre-Arrival

Visa

UBD will process a visa-on-arrival for all exchange students.

1. Email a clear scanned copy of passport photo page and copy of medical insurance **at least one month** in advance of arrival.
2. Upon arrival, the International Students Coordinator will endorse the visa-on-arrival and convert it to a student visa within two weeks. Please make an appointment to see Madam Sendi Batu (sendi.batu@ubd.edu.bn) immediately after you have arrived in UBD.

3. Once their studies have ended in UBD, all exchange/non-graduating students **must cancel the student visa at least two (2) weeks** prior to leaving the university. Please make an appointment to see Madam Sendi Batu (sendi.batu@ubd.edu.bn) **no less than two (2) weeks prior** to planned departure date.

Student Registration during Freshers' Week

Please bring the following documents:

1. A copy of UBD acceptance letter
2. A copy of passport photo page
3. 2 x passport-size photos (with blue background)
4. A copy of medical insurance
5. A copy of medical check

(E) Arrival

Arrival and Term Dates

Recommended Arrival Date: **21 July 2018 (Saturday)**

Freshers' Week: **23 July 2018 – 29 July 2018 (Monday to Sunday)**

Term Dates: **30 July 2018 – 2 December 2018**

Airport Transfer

Global Relations Office will arrange complimentary airport transfer for all exchange/non-graduating students within working hours and working days (Monday to Thursday, Saturday, 7.45am to 4.30pm). Arrival outside working days and hours may incur a BND\$30 charge.

(F) Accommodation

UBD will provide on-campus accommodation for all exchange/non-graduating students, subject to availability, at the Core Residential College.

[The Core Residential College](#) consists of self-contained single-gender apartments. Each apartment is fully air-conditioned with 5 single-gender bedrooms with desk and wardrobe, shared kitchen, shared living space and shared bathroom as well as washing machine. Rental is around USD\$200 per month (utilities included).

To apply for accommodation, please return the [accommodation form](#) by **1 July 2018**.

(G) Fees and Living Costs

Tuition Fees and Expenses

1. Tuition fees are waived during the exchange period.
2. All other expenses (including accommodation) will be borne by the student.

Estimated Living Cost

USD\$300 to USD\$600 per month for living expenses (excluding accommodation costs).

USD\$1 = BND\$1.32 (as of 14 February 2018, subject to change thereafter).

(H) Academic Information

Important Dates

23 July 2018 – 29 July 2018	Freshers' Week
30 July 2018 – 2 December 2018	Semester 1, 2018-2019
30 July 2018 – 16 September 2018	Teaching Period (Week 1 to Week 7)
17 September 2018 – 23 September 2018	Mid-Semester Break
24 September 2018 – 11 November 2018	Teaching Period (Week 8 to Week 14)
12 November 2018 – 18 November 2018	Revision Week
19 November 2018 – 2 December 2018	Exam Weeks

Available Modules

1. Please peruse through the individual academies/faculties at:
<http://www.ubd.edu.bn/admission/undergraduate/gennext-degree-programme/degree-programmes/>
2. As an indication, [click here](#) for last academic year's modules for Semester 1 (2017-2018) (subject to change).

Note:

- All exchange/non-graduating students will not be allowed to enroll for any graduate modules, without approval of the faculty concerned;
- Non-Malay speaking exchange/non-graduating students are not encouraged to enroll in any Malay language or Malay-taught modules.

Average Course Load Per Semester

Minimum: 16 modular credits (4 modules)

Maximum: 20 modular credits (5 modules)

Transcripts

Exchange/non-graduating students are encouraged to collect their transcripts prior to leaving UBD (if transcripts are already available). However, if students leave prior to the availability of their transcripts, then Global Relations Office will courier the documents to the International Office of the student's home university (scanned copies will also be emailed).

Thank you and we look forward to welcoming you to Universiti Brunei Darussalam (UBD)!

[End of Factsheet]