



Dear International Exchange Partners,

Greetings from Universiti Brunei Darussalam (UBD)!

We are pleased to announce that nomination for the **Semester 2, 2019-2020** is now open.

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

Contact Person

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Director of Global Relations
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Website: <http://www.ubd.edu.bn/ie-sep/>

(A) Deadlines

Nomination Deadline	15 Oct 2019
Nomination (Online Only)	Click Here
Application Deadline (By Email Only)	1 Nov 2019

Application form (including supporting documents) can be emailed to the 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.
5. Must have a passport with at least 6 months of validity from date of departure from Brunei after end of programme.

(C) Application Process (3 Phases)

Application Phase 1 (by 1 November 2019)

1. Email the [completed the application form \(please click here\)](#);
 1. Modules here: [Click here](#) for *indication* of Semester 2 (2019-2020) Modules.
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.
7. Email completed [accommodation form](#).

(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 International Students Coordinator (international.sas@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 International Students Coordinator (international.sas@ubd.edu.bn) **no less than two (2) weeks prior** to planned departure date. Kindly note that you are not allowed to travel in and out of Brunei within the two weeks of your visa cancellation, prior to your final departure from Brunei. Please therefore plan your travels carefully.

Student Registration during Freshers' Week

Please bring the following printed documents on hand:

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:	28 December 2019 (Saturday)
Freshers' Week:	29 December 2019 to 4 January 2020 (Sunday to Saturday)
Term Dates:	5 January 2020 to 10 May 2020

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), **subject to availability** (excluding public holidays). For arrivals outside working days and hours, exchange/non-graduating students are kindly requested to catch a taxi from the airport to UBD. Whenever possible, UBD student ambassadors will be at the airport to welcome exchange/non-graduating students.

(F) Accommodation

UBD Global Relations Office will assist in booking 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 BND250 per month (utilities included).

To apply for accommodation, please return the [accommodation form](#) at least one month prior to arrival in Brunei.

(G) Fees and Living Costs

Visa Fees

1. BND20 for the visa on arrival (to be paid at the Brunei International Airport or other international port of entry, at the Visa on Arrival counter or equivalent). For Singaporean and Malaysian citizens, this fee is waived.
2. The following student visa fees are to be paid in UBD during endorsement of the visa on arrival:
 - a. Single entry visa = BND20 or,
 - b. Multiple entry visa = BND30 (less than 3 months); BND50 (3 to 12 months)

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\$1.36 (as of 23 July 2019, subject to change thereafter).

(H) Academic Information

Important Dates

29 December 2019 to 4 January 2020	Freshers' Week
6 January 2020 to 10 May 2020	Semester 2, 2019-2020
6 January 2020 to 23 February 2020	Teaching Period (Week 1 to Week 7)
24 February 2020 to 1 March 2020	Mid-Semester Break
2 March 2020 to 19 April 2020	Teaching Period (Week 8 to Week 14)
20 April 2020 to 26 April 2020	Revision Week
27 April 2020 to 10 May 2020	Exam Weeks

Available Modules

2. Please peruse through the individual academies/faculties at:
<http://www.ubd.edu.bn/admission/undergraduate/gennext-degree-programme/degree-programmes/>
3. [Click here](#) for **indication** of Semester 2 (2019-2020) Modules.

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, without any prior proven proficiency.

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]

The information this factsheet is correct as of 6 September 2019