

International Exchange Fact Sheet • Academic Year 2016-17



Exchange Team Contact Information

<p>Mr. Forrest Kam Program Officer bmforrest@ust.hk Tel: (852) 2358-6073 Fax: (852) 2358-3805</p> <p>Workscope Outgoing Exchange Students</p>	<p>Ms Wendy Cheung Program Manager bmwendy@ust.hk Tel: (852) 2358-8047 Fax: (852) 2358-3805</p> <p>Workscope Oversee General Exchange Program, Partnerships, Quota, & Incoming Exchange Students Summer Programs</p>	<p>Ms Olive Tsang Program Assistant bmolive@ust.hk Tel: (852) 2358-8626 Fax: (852) 2358-3805</p> <p>Workscope Administrative Support</p>
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HKUST Business School Mailing Address & Websites


<p>Mailing Address: Room 1037, 1/F Undergraduate Programs Office School of Business & Management Lee Shau Kee New Business Building The Hong Kong University of Science & Technology Clearwater Bay, KLN, Hong Kong</p> <p>Business School Website: www.bm.ust.hk</p> <p>Exchange Program Website: http://undergrad.bm.ust.hk/eng/main/index.jsp</p>
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Important Dates 2016 – 2017

<p><u>Application Deadline</u></p> <p>Fall: 30 Apr 2016 Spring: 30 Sep 2016</p>	<p><u>Online Student Applications</u></p> <p>https://mystudyabroad.ust.hk <i>*Students can access this system only after they have been nominated.</i></p>
<p><u>Academic Year (TBC)</u></p> <p>Fall: 01 Sep – 19 Dec 2016 Spring: 01 Feb – 27 May 2017</p> <p>*IMPORTANT HKUST's has changed from <u>14</u> weeks of teaching to <u>13</u> weeks of teaching.</p>	<p><u>Link to 2015-16 Academic Calendar for reference</u> (with holidays and study breaks)</p> <p>http://tl.ust.hk/calendar_dates/dates15-16confirmed.pdf</p> <p><u>Expected Arrival Date</u></p> <p>Arrival dates depend on the earliest dorm check-in dates. Here are 2015-16 dates for your reference:</p> <p>Fall: 27 Aug 2015, 2PM Spring: 26 Jan 2016, 2PM</p>



<p><u>Orientation Program</u> (2015-16 dates for reference)</p> <p>Fall: 31 Aug 2015 Spring: 29 Jan 2016</p>	<p>This compulsory Orientation is held on the last or second last working day before the start of each semester. Students will be briefed on the new Student Center System, add/drop procedures, student ID card registration, and etc.</p> <p>The Global Students Programs Office (GSPO) will often host a Welcome Reception after the Orientation.</p>
Exchange Buddy Programs	
<p><u>Buddy Program Activity</u> (2015-16 dates for reference)</p> <p>Fall: 05 Sept 2015 Spring: 30 Jan 2016</p> <p>This event includes a light brunch, followed by tours of Stanley and Victoria Peak. It is normally held on the first Saturday after the Orientation.</p>	<p><u>SBM Buddy Program</u> Exchange students will be assigned a Business (SBM) buddy. This buddy is a local business school student who has gone and/or will go on exchange. The buddy will assist the exchange student with airport reception, settling in on-campus, and various other matters to help students adapt to their new environment during the semester.</p> <p><u>GSPO Buddy Program</u> Besides the SBM buddy, exchange students can opt to also join a second Buddy Program offered by the Global Students Programs Office (GSPO). GSPO will make sure to assign a non-business buddy.</p>
Exchange Student Fees	
<p><u>Exchange Student Fee in HKD</u></p> <p>Semester: \$ 10,000 Year-long: \$ 20,000</p>	<p>Effective from 2015-16, the Global Students Programs Office (GSPO) will charge an Exchange Student fee that includes these items:</p> <p>Breakdown:</p> <ul style="list-style-type: none"> • Student Visa Fee \$600 • Insurance Fee \$1000 • On-campus Accommodations \$8400 semester / \$17400 year <p>Details on this fee arrangement will be provided in the Greetings Package to students. Student Visa Fee will be paid by credit card while the insurance + accommodations will be paid by bank draft.</p>
Compulsory Health Insurance	
<p><u>Insurance Fees in HKD</u></p> <p>Semester: \$1000 Year-long: \$2000</p> <p>(Part of the Exchange Student Fee)</p>	<p>With the exception of a few schools that have successfully applied for an institutional waiver, all other exchange students are required to purchase a mandatory insurance through HKUST.</p> <p>This insurance fee (if applicable) is paid by bank draft with the accommodations. More details on this plan and on the <i>Exchange Student</i> will be provided in the Greetings Package to students.</p>
Student Visa	
<p><u>Student Visa Application Deadline</u> (2015-16 dates for reference)</p> <p>Fall: Mid-May 2016 Spring: Mid-Oct 2016</p> <p>Visa Fee: \$600 HKD</p> <p>(Part of the Exchange Student Fee)</p>	<p>All foreign students need a student visa to study in HK. At HKUST, student visa applications are to be routed to the Global Students Programs Office (GSPO) for handling. GSPO will submit all visa applications to HK Immigrations and take care of couriering it back to the students when the labels are ready.</p> <p>This student visa is paid by credit card. More details on the visa process and required documents and on the <i>Exchange Student Fee</i> will be provided in the Greetings Package to students.</p>
On-Campus Accommodations	
<p><u>Application Deadline (TBC)</u> (2015-16 dates for reference)</p> <p>Fall: Mid-May 2016 Spring: Mid-Oct 2016</p> <p><u>Housing Charges in 2015/2016</u> <i>*for reference only</i></p> <p>Fall: \$ 8,400 HKD Spring: \$ 8,400 HKD</p>	<p>Exchange students are accommodated on-campus in double occupancy student halls.</p> <p>Effective from 2015-16, hall assignments will all be decided by the housing office. Please note that hall preferences will not be entertained due to limited capacity. However, students can indicate a preference in roommate on the housing form, if they wish to.</p> <p>For more details the possible halls students can be assigned to, please</p>

<p>Year-long: \$ 17,400 HKD (Part of the Exchange Student Fee)</p> <p>Residential Period in 2015/2016 <i>*for reference only</i></p> <p>Fall: 27 Aug – 29 Dec 2015 Spring: 26 Jan – 02 Jun 2016</p>	<p>refer to: https://sao.ust.hk/housing/accommodation.html or email the housing office at ughousing@ust.hk.</p> <p>The housing charge is in the <i>Exchange Student Fee</i> and details on the housing application will be included in the Acceptance package. The deadlines should be observed on the form.</p>  <ul style="list-style-type: none"> • Students are to note that no bed linen, pillows, blankets, etc are provided due to sanitary reasons. Students are also recommended to purchase a bed protector for the duration of their stay.
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Estimated Living Expenses

Break-Down of Costs per a Semester based on 2015/2016 for reference:

	HKD\$
Food (no meal plan, roughly HK\$35/meal on-campus)	\$14,000
Exchange Student Fee (Insurance, Visa, Housing)	\$10,000
Books and Supplies	\$ 1,500
Local Transportation, Personal and Incidental Expenses*	\$ 12,000
Total:	\$37,500
	<i>Approximately: (US\$4,820)</i>

* This category of expenses includes entertainment and shopping at a reasonable level on weekends. It does not include travel outside Hong Kong for holiday.

Learning Expectations

<p>Language of Instruction:</p> <p>Class Format:</p> <p>Class Attendance:</p> <p>Class Participation:</p> <p>Course Grading:</p> <p>Class Size:</p> <p>Course Load:</p> <p>Course Choices:</p> <p>Examinations:</p>	<p>English is the medium of instruction for the Business School</p> <p>Lectures, Case Analysis/Presentations, Papers, and Projects</p> <p>Class attendance is mandatory until the last day of classes</p> <p>Class participation is part of the student's final grade in most courses</p> <p>4.3 grading scale, letter graded, with grade D as marginal pass; final course grade often based on class participation, projects, case analysis, mid-term and final exams. Some courses are graded on a curve.</p> <p>Normally 30 – 40 students per a class for 2000 - 4000 level courses</p> <p>4 – 5 courses with a maximum total of 17 credits</p> <p>Exchange students have the same freedom in course selections as regular students. They can select any courses which are offered during their exchange semester as long as they meet the prerequisite requirements and if there are vacancies available. Some courses may require professor approval for enrollment.</p> <p>Format of exams varies. Final exams are written in the last 2 weeks of the school. Students are responsible to stay in HK until the last day of finals. Requests for early leave of exams are normally not considered.</p>
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Available Subjects & Course Outlines

Course Descriptions

Please note that course codes have changed starting Fall 2011. A listing of new & old codes and course descriptions of ALL subjects can be found at the below link:

- [2015/2016 Course Catalog](#)

Course Outlines

Past outlines for only the below business subjects are posted at:

- [Economics](#)
- [Finance](#)
- [Marketing](#)
- [Information Systems, Business Statistics & Operations Management](#)
- [Management](#)

Other Outlines

- [LANG](#)
- [HUMA](#)
- [SOSC](#)

Business Courses

Accounting
Economics*
Finance*
Global Business*
Information Systems
Business Statistics
Operations Management
Management of Organizations
Marketing*

**These courses are popular. Students who select these subjects should also be prepared with alternative courses.*

Exchange students are free to select courses outside of business in Sciences and in Engineering and also such subjects as below:

Putonghua Language Courses

[LANG1120 – Putonghua for Non-Chinese Background Students I](#)
[LANG1121 – Putonghua for Non-Chinese Background Students II](#)
[LANG1122 – Putonghua for Non-Chinese Background Students III](#)

Others Courses

HUMA – Humanities
SOSC – Social Sciences
GNED – General Education
RMBI – Risk Management & Business Intelligence
ENVR – Environment
HART – Student Arts Courses offered by HUMA
And etc...

Student Services



Academic Advising

Academic advising is available from the Business School's Exchange Programs Coordinator.

Student Counseling

Counseling is available from a Student Counselor through the Student Affairs Office (SAO). The counselor can assist students with special medical needs, learning disabilities, and other such matters. More information can be found by referring to the SAO Website:
<https://sao.ust.hk/counseling/cgi-bin/web/index.php>.

Student Housing Office

Housing applications and other related issues are managed by our Student Housing Office (SHO). More information on the Student Halls, Hall Life, and such can be found at the SHO website:
<https://sao.ust.hk/housing/index.html>.

Student Health & Wellness

There is a medical and dental clinic located on-campus. Students can visit these clinics for general consultations.
https://sao.ust.hk/sports/medical_dental.html

The university has a task force to keep the school community updated on the on-goings of any prevalent health matters (ie: Swine Flu). More information can be found at: www.ust.hk/healthmatters/index.htm



Global Students Programs Office (GSPO)

GSPO helps to handle student visa and also arrange activities for our international degree students throughout the semester. This office will normally host a Local Tours/Orientation Lunch/Dinner for all international students including exchange. Activities which are organized for international students will also be available for Exchange Students participation. More information on this office can be found at: <http://nlss.ust.hk/>.

Computer Services

Each exchange student is given access to the online University's Student Information System (SIS) and an e-mail account after she/he has officially registered into the program. Computer facilities are easily accessible, even in the coffee shop! For an overview of Information of the SIS system and Information Technology Services Center (ITSC), please refer to this link: <http://itsc.ust.hk/>.

On-Campus Sports & Recreation Facilities

Exchange students will be given a student identity card before the semester starts. They can then have access to all kinds of facilities on campus. They can get general medical treatment from the on-campus clinic free of charge. For a listing of on-campus sports & recreation amenities, please refer to this link: <https://sao.ust.hk/facilities/index.html>.