

## International Exchange Fact Sheet • Academic Year 2018-19



### Exchange Team Contact Information

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### HKUST Business School Mailing Address & Websites

Room 1037, 1/F  
 Undergraduate Programs Office  
 School of Business & Management  
 Lee Shau Kee Business Building  
 The Hong Kong University of Science & Technology  
 Clearwater Bay, KLN, Hong Kong  
 Fax: (852) 2358-3805

HKUST Business School Website:  
[www.bm.ust.hk](http://www.bm.ust.hk)

UG Exchange Program Website:  
<http://undergrad.bm.ust.hk/>

### Important Dates 2018 – 2019

<p><b><u>Application Deadline</u></b></p> <p>Fall: 30 Apr 2018          Spring: 30 Sep 2018</p>	<p><b><u>Online Student Applications</u></b></p> <p><a href="https://mystudyabroad.ust.hk">https://mystudyabroad.ust.hk</a>  <i>*Students can access this system only after they have been nominated.</i></p>
<p><b><u>Academic Year</u></b></p> <p>Fall: 03 Sep – 20 Dec 2018          Spring: 30 Jan – 29 May 2019</p>	<p><b><u>Academic Calendar</u></b>  <i>with holidays and study breaks</i>  <a href="http://registry.ust.hk/calendar_dates/dates18-19confirmed.pdf">http://registry.ust.hk/calendar_dates/dates18-19confirmed.pdf</a></p>
<p><b><u>Note:</u></b>          HKUST has <u>13</u> weeks of teaching.</p>	<p><b><u>Expected Arrival Date</u></b></p> <p>Arrival dates depend on the earliest dorm check-in dates:</p> <p>Fall: 29 Aug 2018, 2PM          Spring: 28 Jan 2019, 2PM</p>



Photo: Campus Views

<p><b><u>Orientation Program</u></b></p> <p>Fall: 31 Aug 2018 Spring: 29 Jan 2019</p>	<p>Orientation is compulsory and held on the last or second last working day before the start of each semester. Students will be briefed on the Student Center System, add/drop procedures, student ID card registration, and etc.</p> <p>The Office of Global Learning (OGL) will often host a Welcome Reception after Orientation.</p>
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## Exchange Buddy Programs

<p><b><u>SBM Buddy Program Activity</u></b></p> <p>Fall: 01 Sept 2018 Spring: 02 Feb 2019</p> <p>This event includes a snack, followed by tours of Stanley and Victoria Peak. It is normally held on the first Saturday after the Orientation.</p>	<p><b><u>SBM Buddy Program</u></b> Exchange students are 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><b><u>OGL Buddy Program</u></b> Besides the SBM buddy, exchange students can opt to also join a second Buddy Program offered by the Office of Global Learning (OGL).</p>
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## Exchange Student Fees

<p><b><u>Exchange Student Fee in HKD</u></b> <i>*subject to changes</i></p> <p>Semester: \$ 9,400 Year-long: \$ 18,600 Payment: Online, Credit Card</p>	<p>Office of Global Learning (OGL) will charge an <b>Exchange Student fee</b> that includes these items (in HKD):</p> <ul style="list-style-type: none"> <li>• <i>Student Visa Fee - \$700</i></li> <li>• <i>Insurance Fee - \$300 semester/\$500 year-long</i></li> <li>• <i>Accommodations - \$8,400 semester/\$17,400 year-long</i></li> </ul> <p>Details will be provided in the online 'Welcome Notes' on the system.</p>
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## Compulsory Health Insurance

<p><b><u>Insurance Fees in HKD</u></b> <i>*subject to changes</i></p> <p>Semester: \$300 Year-long: \$500</p> <p><i>(Part of the Exchange Student Fee)</i></p>	<p>With the exception of a few schools that have an institutional waiver, all other exchange students are required to purchase a mandatory insurance through HKUST.</p> <p>Details will be provided in the online 'Welcome Notes' on the system.</p>
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## Student Visa

<p><b><u>Student Visa Fee and Deadline</u></b> <i>*subject to changes</i></p> <p>Visa Fee: \$700 HKD Fall: 18 May 2018 Spring: 07 Dec 2018</p> <p><i>(Part of the Exchange Student Fee)</i></p>	<p>All foreign students need a student visa to study in HK. At HKUST, student visa applications are routed to the Office of Global Learning (OGL) for handling. OGL 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>Student visa documents must be submitted in a TIMELY manner or will be withdrawn.</p> <p>Details will be provided in the online 'Welcome Notes' on the system.</p>
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## University-Provided Accommodations

### Housing Application

Students need to indicate if they opt for university-provided housing in the exchange application.

### Residential Period

Fall: 29 Aug 18–04 Jan 19  
Spr: 28 Jan– 06 Jun 2019  
Year-long: 29 Aug 18–06 Jun 19

### Housing Charges

Fall: \$ 8,400 HKD  
Spring: \$ 8,400 HKD (TBC)  
Year-long: \$ 17,400 HKD

*(Part of the Exchange Student Fee)*

All exchange students are accommodated in university-provided double occupancy student halls.

Hall assignments are all decided by the housing office. Except for the off-campus Jockey Club Hall, all other on-campus hall preferences will not be entertained. Roommate preferences are also not entertained.

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.

Types of Student Halls: <http://shrl.ust.hk/eng/detail.php?catid=2&sid=13>  
Housing Office Inquiry Email: [ughousing@ust.hk](mailto:ughousing@ust.hk).

Details will be provided in the online 'Welcome Notes' on the system.



## Estimated Living Expenses

### **Break-Down of Costs per a Semester based on 2017/2018 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
<b>Total:</b>	<b>\$37,500</b>
	<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

Language of Instruction:	English is the medium of instruction for the Business School
Class Format:	Lectures, Case Analysis/Presentations, Papers, and Projects
Class Attendance:	Class attendance is mandatory until the last day of classes
Class Participation:	Class participation is part of the student's final grade in most courses
Course Grading:	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.
Class Size:	Normally 30 – 40 students per a class for 2000 - 4000 level courses
Course Load:	A maximum total of <b>5 courses</b> within <b>17 credits</b> in total.
Course Choices:	Exchange students can select as long as they meet the prerequisite requirements and subject to space availabilities. Some courses may require professor approval for enrollment.

Examinations:	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.
Transcripts:	Students receive 2 free transcript copies. All transcripts are mailed to students' home universities for handling and will take about 6-8 weeks after the semester for the arrival.





Photo: Lee Shau Kee Business Building

## Available Subjects & Course Outlines

<p><b>Course Descriptions</b> Course descriptions of ALL university-wide subjects:</p> <ul style="list-style-type: none"> <li>• <a href="#">2018/2019 Course Catalog</a></li> </ul> <p><b>Course Timetable and Outlines</b> Past timetable with course outlines:</p> <ul style="list-style-type: none"> <li>• <a href="#">Timetable</a></li> </ul> <p><b>Putonghua Language Courses</b> <a href="#">LANG1120 – LANG1127</a> Putonghua for Non-Chinese Background Students I - VII</p> <p><b>Cantonese Language Courses</b> <a href="#">LANG1130</a> Cantonese for Non-Chinese Background Students I <a href="#">LANG1133</a> Cantonese for Chinese Language Background Students I</p>	<p><b>Business Subjects</b></p> <table border="0"> <tr> <td>Accounting</td> <td><a href="#">Economics</a></td> </tr> <tr> <td><a href="#">Finance</a> *#</td> <td>Global Business*</td> </tr> <tr> <td><a href="#">Information Systems</a></td> <td><a href="#">Business Statistics</a></td> </tr> <tr> <td><a href="#">Operations Management</a></td> <td><a href="#">Management of Organizations</a>*</td> </tr> <tr> <td><a href="#">Marketing</a>*</td> <td></td> </tr> </table> <p>*Popular courses. Students selecting these subjects should also be prepared with alternative courses.</p> <p>#All 4-credit FINA courses have changed to 3 credits and some FINA courses have been re-coded.</p> <p>Exchange students can select non-business courses in Sciences, Engineering, Language, and other subjects such as:</p> <p><b>Others Subjects</b> ENTR - Entrepreneurship ENVR / ENVS – Environment GNED – General Education HART – Studio Arts <a href="#">HUMA / SOSC</a> – Humanities and Social Sciences <a href="#">LIFS</a> – Life Sciences OCES – Ocean Science and Technology RMBI – Risk Management &amp; Business Intelligence And etc...</p>	Accounting	<a href="#">Economics</a>	<a href="#">Finance</a> *#	Global Business*	<a href="#">Information Systems</a>	<a href="#">Business Statistics</a>	<a href="#">Operations Management</a>	<a href="#">Management of Organizations</a> *	<a href="#">Marketing</a> *	
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## Student Services

 	<p><b>Academic Advising</b></p> <p>Academic advising is available from the Business School's Exchange Programs Coordinator.</p> <p><b>Student Counseling (SAO)</b></p> <p>Wellness counseling is available from a Student Counselor through the Student Affairs Office. The counselor can assist students with special cases. Refer to the SAO website for details: <a href="https://counsel.ust.hk/">https://counsel.ust.hk/</a></p> <p><b>Student Housing &amp; Residential Life Office (SHRLO)</b></p> <p>Housing applications and other related issues are managed by our Student Housing &amp; Residential Life Office. Refer to the SHRLO website for details on Student Halls, Hall Life: <a href="http://shrl.ust.hk/eng/index.php">http://shrl.ust.hk/eng/index.php</a>.</p>
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### Student Health & Wellness

There is a medical and dental clinic located on-campus. Students can visit these clinics for general consultations with their student ID cards free of charge: <http://www.ab.ust.hk/hseo/Clinic/clinic.htm>

### Special Educational Needs (SEN)

HKUST has taken a proactive role in ensuring and cultivating a positive learning environment for all students, including those with disabilities and Special Educational Needs. Refer to the SEN website for details: <http://sen.ust.hk/index.php>

### Office of Global Learning (OGL)

OGL supports the University's incoming and outgoing study abroad programs. They also handle student visa and arrange activities for international students. Refer to the OGL website for more details: <http://studyabroad.ust.hk/>

### Computer Services (ITSC)

Each exchange student is given access to the online University's Student Information System (SIS) and an e-mail account after official registration. Refer to the ITSC website for an overview of the SIS system and Information Technology Services Center: <http://itsc.ust.hk/>.

### On-Campus Sports & Recreation Facilities

Exchange students will be given a student identity card. They can gain access to all kinds of sports and amenities facilities on campus. Refer to these links for a listing: <https://sao.ust.hk/eng/detail.php?catid=14&sid=116&tid=124>  
<https://sao.ust.hk/eng/detail.php?catid=15&sid=151>

## World Class Recognition

World's No.	1	Young University by <i>Times Higher Education</i>	2018
World's No.	1	EMBA by <i>Financial Times</i>	2007, 2009-2013, 2016-2018
World's No.	1	Joint EMBA by <i>QS World University's Ranking</i>	2017
Asia's No.	1	MBA by <i>Financial Times</i>	2010-2014, 2016
Asia's No.	1	Research by <i>University of Texas at Dallas</i>	Since 2005
Greater China's No.	1	Global Employability University by <i>Times Higher Education</i>	2017

Accreditation: One of the first Asian business schools accredited by both AACSB and EQUIS

