Dear International Exchange Partners,

Greetings from Universiti Brunei Darussalam (UBD)!

We are pleased to announce that nomination for the **Semester 1, 2024-2025** is now open.

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

Contact Person

Deputy Director of Global Relations I
Office of Assistant Vice-Chancellor (Global Affairs)

Office Telephone Number: +673 246 0922 / 0923 Ext. 1277

Email: office.gr@ubd.edu.bn

Website: https://ubd.edu.bn/admission/international-exchange/student-exchange-programme/

(A) Deadlines

Nomination Deadline	**30 April 2024**
Nomination (Online Only)	[Click Here](#)
Application Deadline (By Email Only)	**31 May 2024**

Please kindly note that we DO NOT require 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, 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 at UBD.

6. Must comply with 'Guidelines For Travel Into and Out of Brunei Darussalam'.

(C)   Application Process (3 Phases) *

Application Phase 1 (by 31 May 2024) – by email to office.gr@ubd.edu.bn

1. Email the tentative module choices (4 modules) you would like to take in UBD. Modules here: Click Here for *indication* of Semester 1, 2024-2025 Modules. Kindly ensure to clearly list down the complete module code and title in this form (click here).

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

Once the module choices are accepted, we will email the applicant to complete an online form. Please wait to hear.

Application Phase 2 (After Accepted by Faculty in UBD, please wait to hear)

4. Email a copy of completed medical check (please click here);

Application Phase 3 (After Medical Check is Passed, please wait to hear)

5. Email a copy of medical insurance valid in Brunei for duration of study in UBD. Please check that our medical insurance complies with Brunei Darussalam requirements: https://www.pmo.gov.bn/travelportal/Home.aspx

6. Email a copy of flight e-ticket or itinerary with your name clearly stated in the booking. Kindly confirm your travel dates with us **prior** to purchasing your tickets.

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 Unit (ISU) will endorse the visa-on-arrival and convert it to a student visa within two weeks. Please make an appointment to see the International Students Unit (ISU) by emailing office.isu@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 Unit (ISU) (office.isu@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: **16 – 21 July 2024**

Freshers' Week: **22 – 28 July 2024 (Monday to Friday)**

Term Dates: **29 July – 01 December 2024**

Airport Transfer

All exchange and non-graduating students can arrange airport transfer when completing their UBD accommodation reservation form. The student will pay the fee indicated for the airport transfer in the accommodation reservation form to the airport pick-up company.

Alternatively if exchange/ non-graduating students are arriving in a group (more than 2 person), UBD Global Relations Office will arrange airport transfer for students (the airport transfer fee is to be paid directly by the student to the airport pick up company). 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), and deposit of one month's rent (paid in BND cash) is required upon check in.

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 to International Students Unit 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).*

* We highly encourage students to get the multiple entry visa if they plan to travel across Brunei border to Malaysian states of Sarawak and Sabah.

Tuition Fees and Expenses

1. Tuition fees are waived during the exchange period (for partner university students).

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$1.35 (as of 09 February 2024, subject to change thereafter).

(H) Academic Information

Important Dates

24 July 2024 to 28 July 2024	Freshers' Week
29 July to 01 December 2024	**Semester 1, 2024-2025**
29 July 2024 to 15 September 2024	Teaching Period (Week 1 to Week 7)
16 September 2024 to 22 September 2024	Mid-Semester Break
23 September 2024 to 10 November 2024	Teaching Period (Week 8 to Week 14)
11 November 2024 - 17 November 2024	Revision Week
18 November 2024 to 01 December 2024 2024	Examination 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. Click Here for *indication* of Semester 1, 2024-2025 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 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]