



# Dear International Exchange Partners,



Greetings from  
**Universiti Brunei Darussalam**

We are pleased to announce that nomination for the Semester I, 2021-2022 is now

## OPEN

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

#### Contact Person

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

#### Office Telephone Number

+673 246 0922 / 0923 Ext. 2112

#### Fax Number

+673 246 3015 / 3062

#### Email

[office.gr@ubd.edu.bn](mailto:office.gr@ubd.edu.bn)

#### Website

<http://www.ubd.edu.bn/ie-sep/>

# A

## Closing Date

|                            |             |
|----------------------------|-------------|
| <b>Nomination Deadline</b> | 15 May 2021 |
|----------------------------|-------------|

|                                 |                            |
|---------------------------------|----------------------------|
| <b>Nomination (Online Only)</b> | <a href="#">CLICK HERE</a> |
|---------------------------------|----------------------------|

|   |             |
|---|-------------|
| <b>Application Deadline (By Email Only)</b> | 1 June 2021 |
|---|-------------|

Application form (including supporting documents) can be **emailed** to the Director of Global Relations at [office.gr@ubd.edu.bn](mailto:office.gr@ubd.edu.bn)

**Please kindly note that we no longer accept hardcopy applications.**

# 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 June 2021)

1. Email the **completed the application form (CLICK HERE)**;  
• Modules here: **CLICK HERE** for indication of Semester 1, 2021-2022 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 (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 e-ticket.
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](mailto: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

UBD's International Students Coordinator ([international.sas@ubd.edu.bn](mailto: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:

**24 July 2021 (Saturday)**

Freshers' Week:

**26 July 2021 to 1 August 2021 (Monday to Sunday)**

Term Dates:

**2 August 2021 to 5 December 2021**

### 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 to International Students Coordinator 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\$1.34 (as of 22 December 2020, subject to change thereafter).

### Important Dates

|  |                                     |
|--|-------------------------------------|
| 26 July 2021 to 1 August 2021          | Freshers' Week                      |
| 2 August 2021 to 5 December 2021       | Semester 1, 2021-2022               |
| 2 August 2021 to 19 September 2021     | Teaching Period (Week 1 to Week 7)  |
| 20 September 2021 to 26 September 2021 | Mid-Semester Break                  |
| 27 September 2021 to 14 November 2021  | Teaching Period (Week 8 to Week 14) |
| 15 November 2021 to 21 November 2021   | Revision Week                       |
| 22 November 2021 to 5 December 2021    | 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, 2021-2022 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-medium modules, without any prior proven proficiency. However, they are welcome to enroll in our Malay Language courses run by our Language Centre.

#### 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)!**