SINGAPORE UNIVERSITY OF TECHNOLOGY AND DESIGN

INBOUND EXCHANGE GUIDE

AY2024/2025

Spring / Summer / Fall

ENTRY INTO SINGAPORE

Entry into Singapore is subjected to approval by **Immigration and Checkpoints Authority (ICA)**.

There are currently no COVID-19 measures for travellers arriving in Singapore, regardless of vaccination status or traveller profile.

Please go through the information on the ICA website carefully and comply to all required measures and procedures.

Find out more at
https://www.ica.gov.sg

COVID-19 MEASURES

SUTD: All physical classes, labs and projects in SUTD have resumed.

Singapore in general: Mask wearing is optional, but still required in healthcare facilities and residential care settings.

As the COVID-19 situation remains fluid, measures are subjected to changes according to prevailing regulations.

Find out more at
https://www.moh.gov.sg

READY TO BUILD A BETTER WORLD BY DESIGN?

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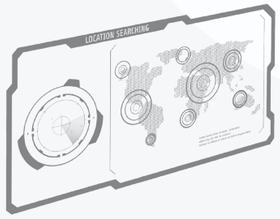
WHY CHOOSE SUTD

01
INTERDISCIPLINARY, DESIGN-CENTRIC CURRICULUM

SUTD offers interdisciplinary learning experience where you can easily take cross pillar subjects. You also get to work on design-related projects with full access to our Fabrication Lab facilities, that supports prototyping and turning your ideas into reality.

I had the chance to study subjects and topics that I would have never expected to have done in my life. Alongside my major-related courses, in the field of Computer Science, I have studied Healthcare, Architecture and Entrepreneurship modules that were really eye-opening for me and allowed me to expand my horizons.

Artur Varosyan,
University of Bristol



02
HANDS-ON COLLABORATIVE LEARNING

Experience a MIT-like education where 90% of our curriculum were developed by MIT. With a 11:1 student to faculty ratio, SUTD focuses on hands-on small group learning so you will get to interact closely with our faculty and students.

03
UNDERGRADUATE RESEARCH OPPORTUNITIES

In most universities, only selected students have access to research opportunities. At SUTD, all undergraduates, including first year students and exchange students have the opportunity to work on research with our faculty.

sutd.edu.sg/iurop

As an avid fan of entrepreneurship, I've joined SUTD Entrepreneurship Venture and Enterprise Network (SEVEN). I frequently attend their fireside chats, and enjoy meeting both the guest speakers as well as my fellow entrepreneurial-minded students. It's interesting learning about the Singaporean entrepreneurship scene, and how it differs from the American, especially the Californian entrepreneurial scene.

Justin Yeung,
University of California, Los Angeles

04
VIBRANT STUDENT LIFE

Over here at SUTD, there are no classes on Wednesday and Friday afternoons to allow students to pursue their passions and interests through participating in the various student clubs (also known as Fifth Rows).

05
AN INNOVATIVE, ENTREPRENEURSHIP CULTURE

SUTD has a dedicated entrepreneurship centre that supports SUTD start-ups and provides resources and training to budding entrepreneurs like you!

entrepreneurship.sutd.edu.sg/

Singapore is a predominantly English-speaking country and all SUTD courses are taught fully in English.

SINGAPORE, YOUR IDEAL EXCHANGE DESTINATION

Photo by Dennis Peeters

WHY CHOOSE SINGAPORE, A CITY OF LIMITLESS POSSIBILITIES

Gateway to Asia

Clean, Green and Safe

Convenient Transportation

Food Paradise

Cultural Melting Pot

Global Education

Robust Economy

Singapore is home to many places that embolden and inspire passions. Whether you are a culture buff, nature lover, or thrill seeker, a life-changing experience awaits in the city that has so much to offer. You find yourself marvel in the architectural wonders, lush parks, rich heritage, world-class attractions and amazing food in Singapore. It is also easy to travel around the region during your free time and discover the intriguing charm of Southeast Asia! Live out your dreams, in the city that is fueled by passion and pride.

Check out the list of activities you can do in Singapore:
visitsingapore.com/see-do-singapore/

SINGAPORE UNIVERSITY OF TECHNOLOGY AND DESIGN (SUTD)

Singapore University of Technology and Design (SUTD) is Singapore's 4th public university and one of the world's first university to incorporate the art and science of design and technology into its interdisciplinary curriculum and research.

SUTD was established in collaboration with Massachusetts Institute of Technology (MIT) and incorporates elements of entrepreneurship, management and design thinking in its unique programmes.

We welcome students from partner universities to join us for a term of exchange and be part of this unique and dynamic culture and environment!

10 MINUTES
from Singapore Changi Airport

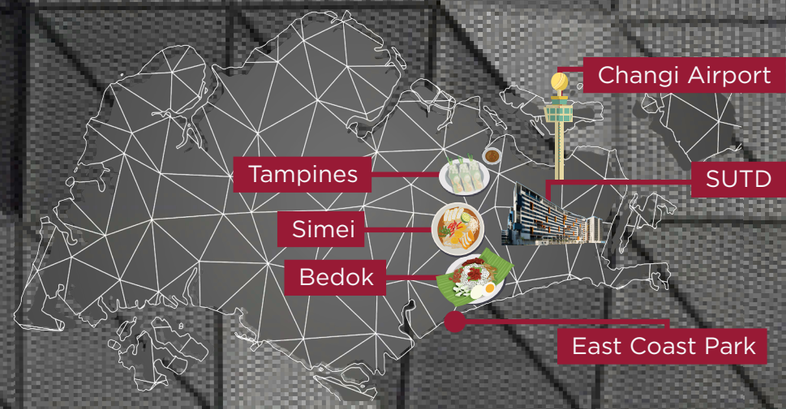
35 MINUTES
to City Centre

How does SUTD compare with the world's best engineering schools?

A study* by MIT recognises SUTD as "the foremost emerging leader in engineering education".

Our unique approach nurtures you to be future-ready and tackle multi-faceted issues of the 21st century with interdisciplinary solutions, powered by emerging technologies, and developed from the user's perspective.

*According to 'The global state of the art in engineering education', a study commissioned by MIT.

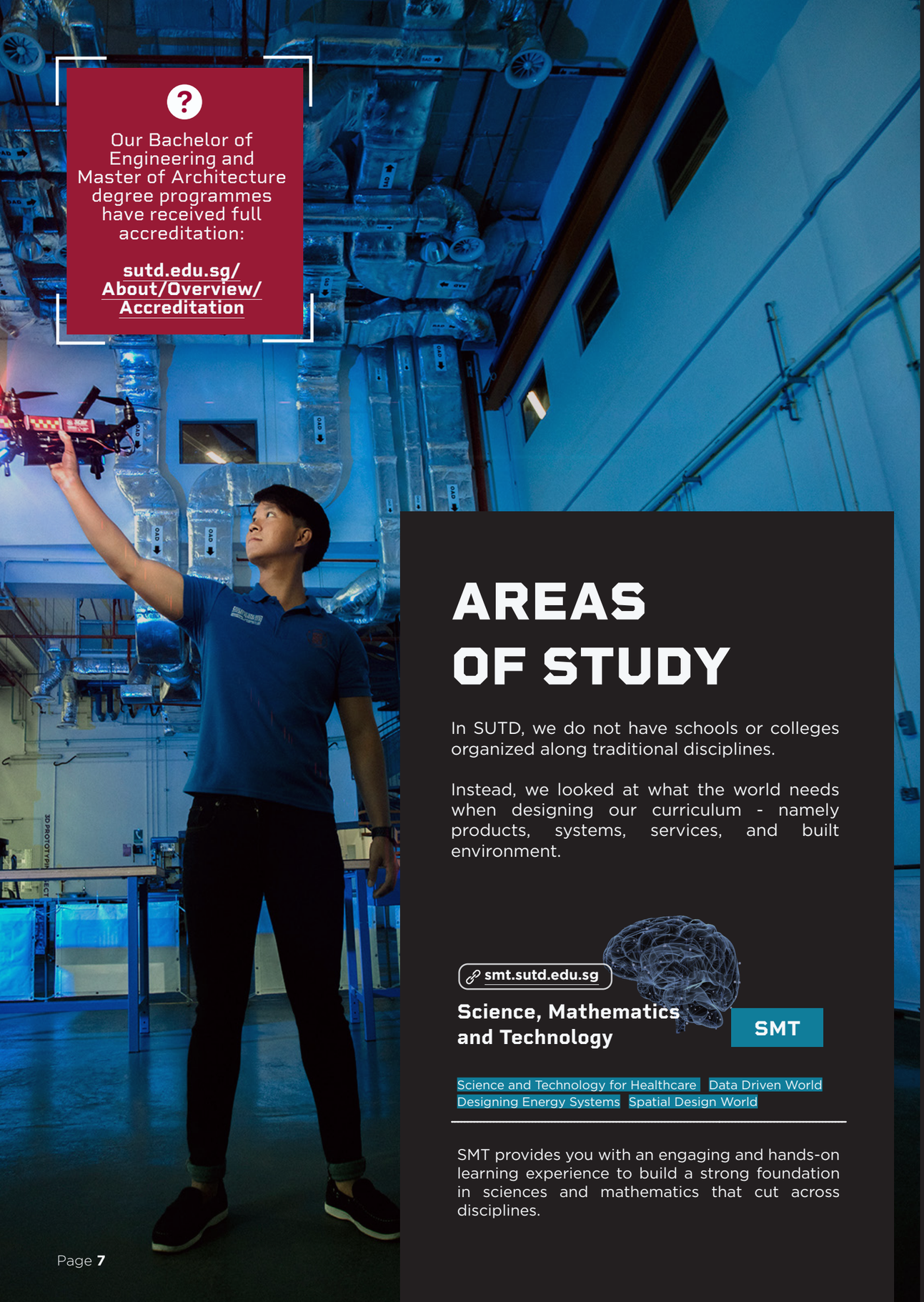


Campus Location

Located in the East of Singapore, the campus metro station connects you to anywhere in Singapore! The nearby towns of Bedok, Simei and Tampines are treasure troves of local cuisines. You can also head over to East Coast Park or Changi Beach to enjoy cycling along the coast.

sutd.edu.sg/About/Contact-Us

METRO STATION
right at SUTD's doorstep



Our Bachelor of Engineering and Master of Architecture degree programmes have received full accreditation:

sutd.edu.sg/About/Overview/Accreditation

AREAS OF STUDY

In SUTD, we do not have schools or colleges organized along traditional disciplines.

Instead, we looked at what the world needs when designing our curriculum - namely products, systems, services, and built environment.

smt.sutd.edu.sg

Science, Mathematics and Technology — SMT

Science and Technology for Healthcare | Data Driven World | Designing Energy Systems | Spatial Design World

SMT provides you with an engaging and hands-on learning experience to build a strong foundation in sciences and mathematics that cut across disciplines.

epd.sutd.edu.sg

Engineering Product Development — EPD

Computer Engineering | Electrical Engineering | Healthcare Engineering Design | Mechanical Engineering | Robotics

EPD prepares you for the leadership in conception, design, implementation and operation of innovative technology-intensive products.

esd.sutd.edu.sg

Engineering Systems and Design — ESD

Business Analytics and Operations Research | Supply Chain and Logistics | Financial Services | Infrastructure Systems

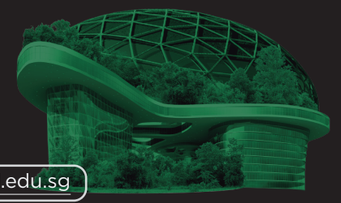
ESD advances a new generation of analysts, engineers, and researchers who can holistically design, analyse and optimise large-scale complex systems for a better world.

istd.sutd.edu.sg

Information Systems Technology and Design — ISTD

Artificial Intelligence | Data Analytics | Financial Technology | IoT and Intelligent Systems | Software Engineering

ISTD prepares you to be the drivers of the future's digital development who possess abilities in computing and system knowledge in software, hardware and augmented intelligence.



asd.sutd.edu.sg

Architecture and Sustainable Design — ASD

Studio | Building Technology | Design Computation | History, Theory and Culture

ASD prepares you for future needs of architecture in a digital era – ecological urban architecture, designing smart cities with big data, advanced design computation, digital fabrication etc.

dai.sutd.edu.sg

Design and Artifical Intelligence — DAI

AI Applications in Design | Machine Learning | Applied Deep Learning | Human Computer Interaction and AI

DAI prepares you to harness the power of AI to tackle both present and future challenges, improving design using AI across products, systems, services and the built environment.

hass.sutd.edu.sg

Humanities, Arts and Social Sciences — HASS

Fine Arts | History | Literature | Philosophy | Anthropology | Business and Economics | Psychology | Sociology

HASS helps you acquire capacity for self-reflection and critical thinking, to allow deeper awareness of the social role and impacts of innovation in the fields of technology and design.

Hear from your fellow exchange students on their SUTD research experience!

https://www.youtube.com/watch?v=Kggxu45InC4

INTERNATIONAL UNDERGRADUATE RESEARCH OPPORTUNITIES PROGRAMME (iUROP)

iUROP provides exchange students the opportunity to work together with SUTD faculty and students on cutting edge and innovative research projects.

Exchange students will be able to participate in the different phases of research activity which include developing research plans, writing proposals, conducting research, analyzing data and presenting research results in oral and written form. Besides immersing in SUTD's rich research culture, exchange students also get the chance to gain multicultural and interdisciplinary design perspectives.

Each exchange student is allowed to take one iUROP project per term. The exact number of hours depends on the project duration, project nature, students' progress and arrangement with project supervisor, as well as students' own time management.

sutd.edu.sg/iUROP

+++ Finding an iUROP Project

Learn and work alongside some of the best in the world! About one-third of the SUTD faculty is listed among the world's top 2% of scientists*.

**Source: Database released by Stanford University and Elsevier BV that identifies the world's top scientists across 22 scientific fields and 174 sub-fields*

FACULTY-LED IUROP

Participate in a faculty-led research project by selecting up to 5 projects from the list of iUROP Projects. Upon review, you will be matched to one of your selection.

Visit **iUROP Project Catalogue for Exchange Students** to access the list.

STUDENT-INITIATED IUROP

Identify a suitable faculty and initiate your own research project (iUROP Mezzo/Meta) under the guidance of the faculty.

View the **profile of SUTD faculties** to identify a suitable faculty.

+++ Choosing Level of iUROP

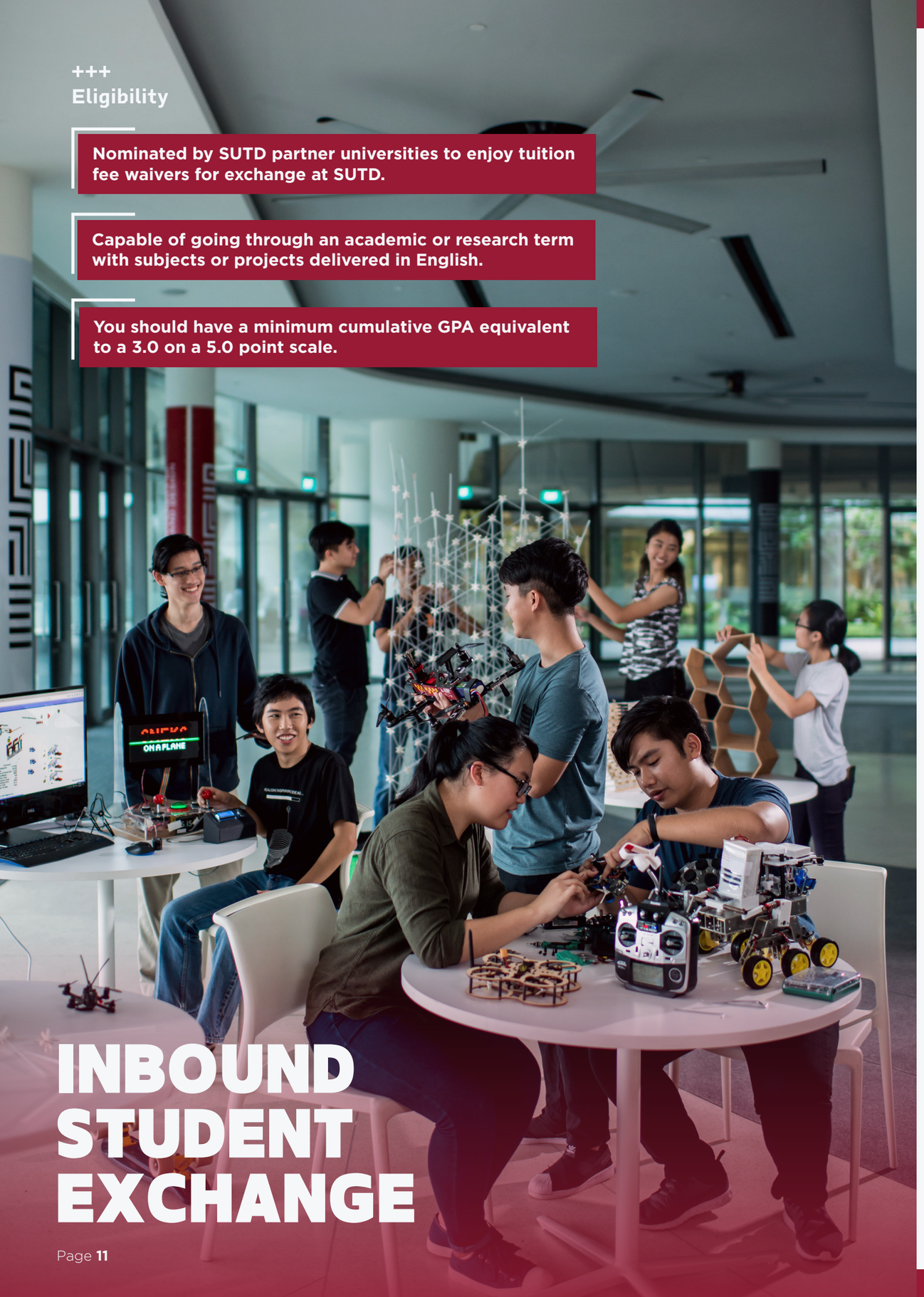
iUROP LITE	iUROP Mezzo	iUROP Meta	iUROP Max
0 credits *(with Certificate of Participation)*	**12 credits** *(with Pass grade)*	**24 credits** *(with Pass grade)*	**48 credits** *(with Pass grade)*

Part-time Research *(i.e. Student is required to take courses on top of iUROP.)*

Features	iUROP Lite	iUROP Mezzo	iUROP Meta	iUROP Max
Offered as **Part-time research**	✓	✓	✓	Only for EU students
Duration	14 weeks	14 weeks	14 weeks	14 weeks
Term Offered	Spring, Summer, Fall	Spring, Summer, Fall	Spring, Summer, Fall	Spring, Summer, Fall
Min. Workload	12 hours per week	12 hours per week	24 hours per week	48 hours per week

Full-time Research *(i.e. Student comes to SUTD for iUROP only.)*

Features	iUROP Lite	iUROP Mezzo	iUROP Meta	iUROP Max
Offered as **Full-time Research**	✗	✗	✓	✓
Duration	-	-	8 weeks	10 weeks (Summer only) / 14 weeks
Term Offered	-	-	Summer	Spring, Summer, Fall
Min. Workload	-	-	38 hours per week	48 hours per week



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Eligibility

Nominated by SUTD partner universities to enjoy tuition fee waivers for exchange at SUTD.

Capable of going through an academic or research term with subjects or projects delivered in English.

You should have a minimum cumulative GPA equivalent to a 3.0 on a 5.0 point scale.

INBOUND STUDENT EXCHANGE

Applying for Exchange

THE SUTD EXPERIENCE

At SUTD, we believe in providing you the flexibility of building your own exchange experience and that one size does not fit all. You have the options of taking up an exchange programme that suits your academic needs and interest.

sutd.edu.sg/Student-Development/Global/Student-Exchange/Inbound/Inbound-Exchange

Academic and Research Exchange

MIN. 24 CREDITS, MAX. 48 CREDITS

Exchange students take a combination of academic subjects and an iUROP project.

POSSIBLE COMBINATIONS

4 subjects (48 credits) + **iUROP Lite** (0 credits)

3 subjects (36 credits) + **iUROP Mezzo** (12 credits)

2 subjects (24 credits) + **iUROP Meta** (24 credits)

If necessary, EU students may take up to **60 credits** (equivalent to 30 ECTS) for credit transfer.

3 subjects (36 credits) + **iUROP Meta** (24 credits)
1 subject (12 credits) + **iUROP Max** (48 credits)

Spring/Summer/Fall 14-weeks

Academic Exchange

MIN. 24 CREDITS, MAX. 48 CREDITS

Exchange students take 2 to 4 academic subjects without taking any iUROP project.

Spring/Summer/Fall 14-weeks

Exchange students from **Cardiff University**, **Chongqing University**, **The Hong Kong University of Science and Technology**, **Tianjin University**, **University of Ottawa** and **Vietnam National University, Hanoi - University of Engineering and Technology (VNU-UET)** will only be able to choose this exchange option.

Research Exchange

24 CREDITS (IUROP META) / 48 CREDITS (IUROP MAX)

Exchange students take on a full-time iUROP project under the supervision of SUTD faculty, without taking any academic subjects.

Spring/Fall iUROP Max 14-weeks
Summer iUROP Max 10/14-weeks
Summer iUROP Meta 8-weeks

- This option is only available to undergraduate exchange students. Post-graduate students may consider Postgraduate Research Internship instead.
- This option is not open to exchange students from **Texas A&M University** students.

Applying for Exchange

SUTD TERM WORKLOAD

A full-time term workload at SUTD is 48 credits. Each subject is typically 12 credits (except ASD subjects). You can enrol into a minimum of 24 credits or up to a maximum of 48 credits worth of subjects, including iUROP (if any). All subjects are conducted in-person (except a few HASS subjects conducted virtually).

SUBJECT INFORMATION

Use Subject Catalogue for Exchange Students to research subjects taught at SUTD.

+++
Searching for Subjects

- Use the filter in Subject Catalogue to find subjects available to exchange students. You can search by the term the subject is being offered, level of study and identify the pillar/cluster that the subject is hosted under.
- Requests to take subjects not listed in the Subject Catalogue are considered on a case-by-case basis.

+++
Subject Selection Guidelines

- In general, DAI, EPD, ESD, ISTD and HASS subjects are available to exchange students. Where pre-requisites are listed, you need to provide the syllabus or links to the subjects you completed at home university in your application.
- The subject catalogue is updated from time-to-time and there may be changes to the subjects offered.

+++
Restricted Subjects for Exchange Students

- ASD subjects are only available to exchange students from **Aalto University**, **Auckland University of Technology**, **Czech Technical University in Prague**, **IE University**, **Shanghai Jiao Tong University**, **Swinburne University of Technology**, **The Swiss Federal Institute of Technology Lausanne (EPFL)**, **University of Auckland, University of Seoul**, **University of Technology Sydney** and **Zhejiang University**.
- Subjects in Term 1, 2 and 3 are not available to exchange students.
- Some subjects are not open to exchange students. Refer to the remarks in the Subject Catalogue.

SUBJECT APPROVAL AND REGISTRATION PROCESS

- **You will be asked to select up to 10 subjects** (in order of preference - 1st being the most preferred, 10th being the least preferred) **during exchange application.**
  - You are required to choose a host pillar (ASD, EPD, ESD, ISTD or HASS) during exchange application and you can take a combination of subjects from any pillar.
  - While every effort is made to accommodate your preferences, subject approval is subjected to fulfilment of pre-requisites and quota. Please keep your study plan flexible and plan for back-up subjects.
- **You will need to register for the subjects for enrolment prior to your arrival in SUTD.**
  - Subject approval does not translate to guaranteed subject enrolment, due to timetable scheduling. It is possible that the subject may be oversubscribed or cancelled (although this happens seldomly) and you will need to consider other subjects.
  - Cross-term and cross-pillar subjects as well as HASS subjects are more likely to have timetable clashes. The timetable is only published two weeks before the term starts.
- **It is possible to modify your study plan after the start of the term.**
  - You may request to add or drop subjects during Add Drop period (first two weeks of the term), depending on meeting pre-requisites, availability and timetable scheduling.

IUROP INFORMATION

iUROP is not available to exchange students from **Texas A&M University** (iUROP Max only), **Cardiff University**, **Chongqing University**, **The Hong Kong University of Science and Technology**, **Tianjin University**, **University of Ottawa** and **Vietnam National University, Hanoi - University of Engineering and Technology (VNU-UET)**.

Search for faculty-led research projects using iUROP Project Catalogue for Exchange Students.

+++
Faculty-led iUROP Guidelines

- The list of iUROP projects differ from term to term.
- As allocation of projects is subjected to review, you may not be given your preferred choice. Hence you are required to select up to 5 subjects in order of preference during exchange application.

+++
Student-initiated iUROP Guidelines

- You are encouraged to secure a SUTD faculty member to supervise your research at SUTD prior to completing your exchange application. You are to fill up **iUROP Proposal** (part A) and send to SUTD faculty to discuss on proposal.
- Student is to inform Office of International Relations of successful match by emailing global@sutd.edu.sg.

EXCHANGE TIMELINE

Application typically starts six months before the exchange. You will receive application instructions from SUTD via email after the nomination has been processed.

01	02	03	04	05	06	07	08	09	10
Nomination for Exchange	**Application for Exchange**	**Offer and Acceptance**	**Student Pass Application**	**Online Matriculation**	**SUTD Hostel Application**	**Subject Registration** *(for students taking subject only)*	**Orientation**	**Start of Exchange**	**End of Exchange**
You must be nominated by your home university first before applying to SUTD.	Ensure that all supporting documents are submitted when completing your application. Please note that your application will be processed only after the application deadline.	If successful, you will be informed via email along with the SUTD Handbook to prepare you for exchange. Login to accept the offer and view the list of approved subjects.	SUTD will inform you via email on the procedures in submitting your Student Pass application.	Matriculation is a formal process where you registers for study at SUTD. You will be informed on the procedures via email.	Application for SUTD hostel (non-graduating) will be made through SUTD Housing Portal. You will be informed on the procedures via email.	You will be informed via email when the finalized timetable is available. Select the subjects you would like to enrol in, amongst the list of approved subjects.	A compulsory 2-day Orientation is held on the Wednesday and Thursday before the first week of your exchange. You can meet your fellow exchange friends!	In the event that you do not have sufficient enrolled subjects, you can modify your study plan during the Add Drop period (first two weeks of exchange).	Ensure that you have completed all the assignments/ exams for all the subjects/projects you take before you depart.
SPRING ACADEMIC/RESEARCH (14-WKS)	**Early July**	**Mid-July**	**Mid-October**	**End October**	**End October**	**Early November**	**End December**	**Mid-January**	**End January** (Week 1 of Term)	**End January** (Week 14 of Term)
SUMMER ACADEMIC/RESEARCH (14-WKS)	**Early December**	**Mid-December**	**Mid-February**	**End February**	**End March**	**Mid-April**	**Mid-April**	**Early May**	**Mid-May** (Week 1 of Term)	**Mid-August** (Week 14 of Term)
SUMMER RESEARCH (10-WKS)	**Early December**	**Mid-December**	**Mid-February**	**End February**	**End March**	**Mid-April**		**Early June**	**Mid-June** (Week 5 of Term)	**Mid-August** (Week 14 of Term)
SUMMER RESEARCH (8-WKS)	**End January**	**Mid-February**	**Early March**	**Mid-March**	**End March**	**Mid-April**		**Mid-June**	**End June** (Week 7 of Term)	**Mid-August** (Week 14 of Term)
FALL ACADEMIC/RESEARCH (14-WKS)	**Early March**	**Mid-March**	**Mid-June**	**End June**	**End June**	**Early July**	**Early August**	**Early September**	**Early September** (Week 1 of Term)	**Mid-December** (Week 14 of Term)

Dates may be subjected to change.

ESTIMATED COST OF EXCHANGE

Monthly Cost of Living

Cost varies according to personal needs and lifestyle. Exchange students holding student pass are not allowed to work in Singapore.

SGD 1,300 - 2,700/MONTH

Accommodation	SGD 500 - 1,200
Meals	SGD 500 - 800
Personal Expenses	SGD 200 - 400
Transportation within Singapore	SGD 100 - 300

Compulsory Miscellanous Fees

SUTD students, including exchange students, are subjected to the Compulsory Miscellaneous Fees (CMF), payable to SUTD.

SGD 221

Health & Insurance
Student Activities & Services
IT Facilities & Academic Related Services
Sport Facilities

Student Pass (STP) Fees

All international students must hold a valid Student Pass issued by the Singapore Immigration & Checkpoints Authority (ICA) for their studies at SUTD. Fees are payable to ICA, and are subjected to change.

SGD 105 - 135

Processing Fee for Student Pass Application	SGD 45
Issuance Fee for Student Pass Collection	SGD 60
Multiple-Entry Visa Fee for Visa Required Nationals	SGD 30

SUTD STUDENT INSURANCE

During your stay in SUTD (from Matriculation Day to end of Term), you will be covered by the SUTD Student Insurance Scheme (policy under NTUC Income).

Refer to **mycg.com.sg/sutd** for more details on insurance coverage, the list of Panel Clinics you can visit if you feel unwell, and the procedures you need to complete if you require hospitalisation.

We highly recommend students to purchase travel insurance with additional cover for COVID-19 to augment the coverage of the SUTD insurance. You would need to make your own arrangement for travel insurance coverage should you intend to extend your stay in Singapore beyond the end of Term.

Applying for Exchange

EXCHANGE AWARD

The following award is available to exchange students, subjected to eligibility, terms and conditions.

ASEM DUO-SINGAPORE EXCHANGE FELLOWSHIP AWARD

sutd.edu.sg/Global/Exchange-Scholarships-and-Awards/ASEM-DUO-Singapore-Exchange-Fellowship

Open to

Students from
European ASEM member countries

Funding

Award quantum of €4,000

Term Available

Fall Term

The ASEM DUO award gave me the chance to deepen my understanding of the various cultures in Singapore while also providing financial support for my exchange. I chose to study at SUTD in Singapore as my primary choice exchange destination because it is a beautiful futuristic green country filled with history and culture, especially within Chinatown, Little India and Arab street.

Sandra Ghattas,
Chalmers University of Technology

LIFE AT SUTD

Life at SUTD

STATE-OF-THE-ART FACILITIES

There is more to life at SUTD than studying. Make the best of a campus designed and build to encourage innovation, interaction and collaboration.

Find out more at:
virtual tour.sutd.edu.sg

Find out more at:
sutd.edu.sg/Campus-Life/F-B

Find out more at:
sutd.edu.sg/Campus-Life/Sports-and-Recreation-Centre

Find out more at:
sutd.edu.sg/Education/Academic-Facilities

Sports & Recreational Centre

Campus Centre

Fabrication Laboratory

Cafeteria

Interactive Cohort Classroom

Library Discussion Booth

? WHICH IS THE NEAREST METRO TO CAMPUS?

Right at SUTD's doorstep, the **Upper Changi MRT Station** provides great accessibility all over Singapore – 10mins to Changi Airport and 30mins to Town!

Life at SUTD

LIVING WITH US

Exchange students can apply to stay in the SUTD hostel.

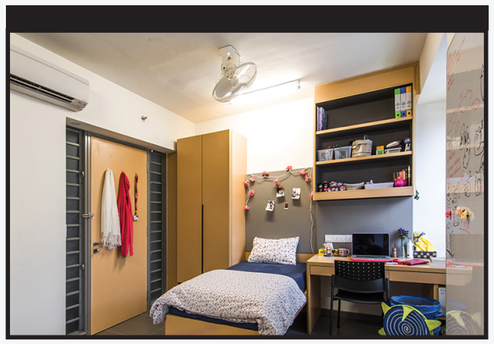
Some exchange students also prefer to stay off-campus and closer to town since they can easily reach SUTD by the subway on campus.

+++
On-campus Accommodation

Typically, a single, non-ensuite room will be assigned to successful applicants, though you may request for another room type subjected to availability. Air Conditioning is on a pay-per-use basis.

SUTD will inform you on the procedures via email when the portal is open for application.

sutd.edu.sg/Campus-Life/Housing/Non-graduating



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Off-campus Accommodation

Housing spaces are limited at SUTD Hostel.

Thus, it is highly advisable for exchange students to source for off-campus accommodation.

sutd.edu.sg/Campus-Life/Housing/Off-campus-Accommodation

Life at SUTD

STUDENT LIFE

Over here at SUTD, there are no classes on Wednesday and Friday afternoons to allow students to pursue their passions and interests through participating in the various student clubs (also known as Fifth Rows).

+++
Student Clubs

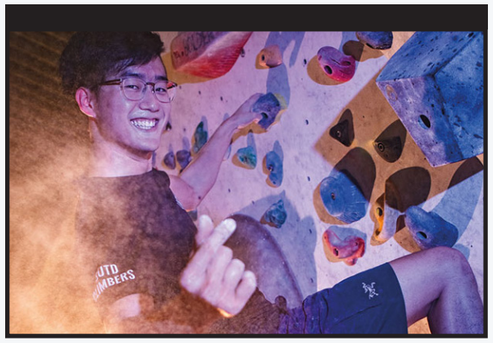
Whether it's ballroom dancing, boxing, jamming or coding, students are free to discover their passions. All Fifth Rows are led and run by students, and beginners are welcome to join any and as many of the student clubs as they wish.

Many exchange students take this as an opportunity to pick up new skills and hobbies, meet new friends and forge lasting friendships!

There are more than 80 student clubs on campus, grouped in 5 clusters:

- Arts
- Community
- Sports
- Culture
- Makers

sutd.edu.sg/Student-Development/Student-Life/Student-Organisations-Fifth-Row



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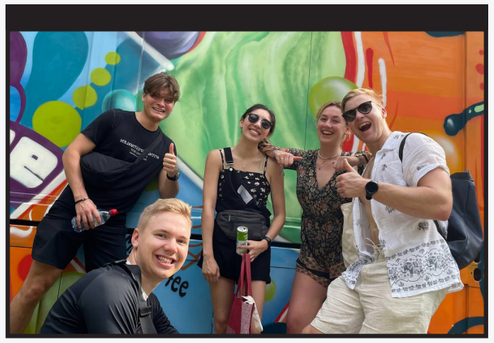
Orientation Week

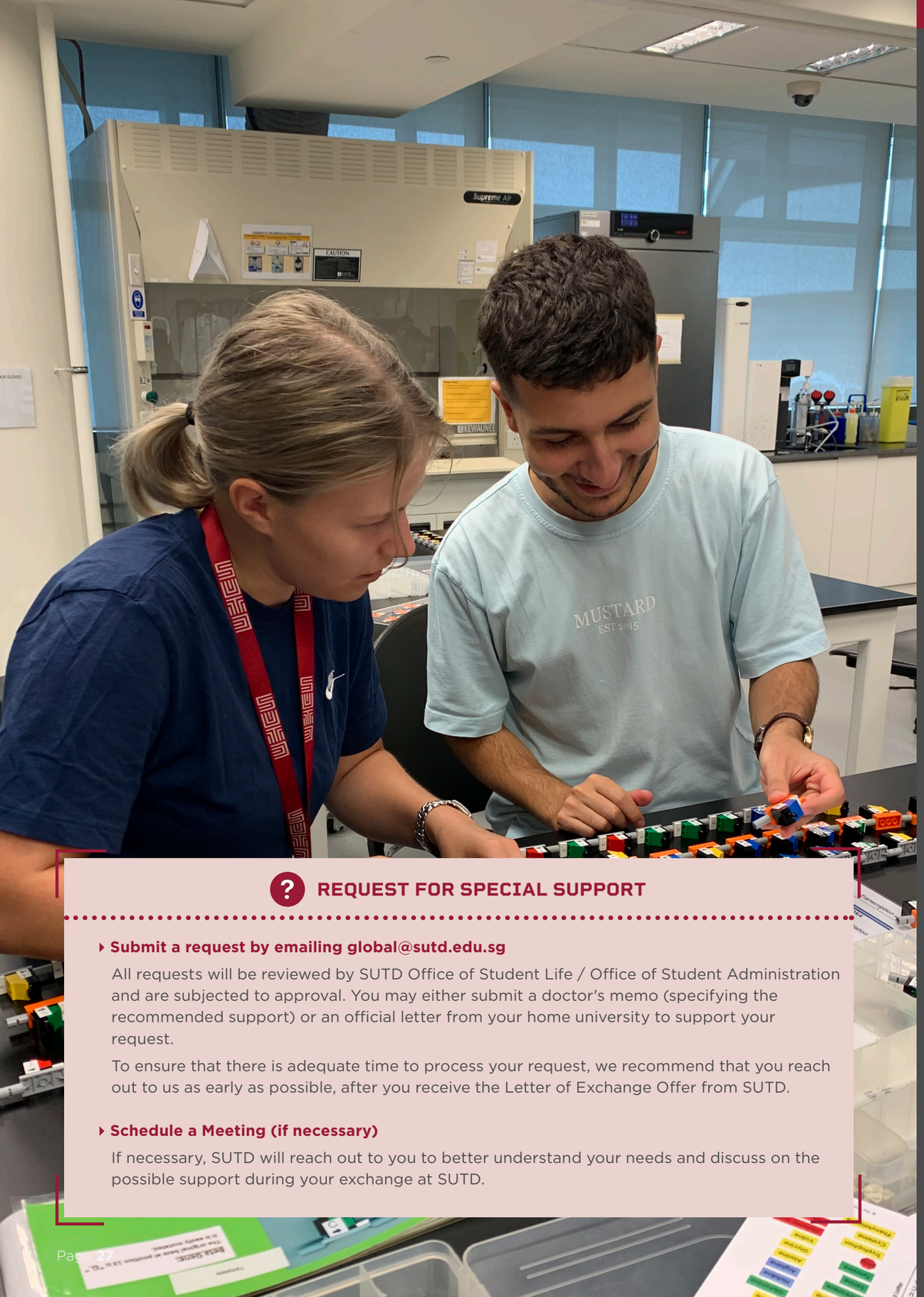
Once you arrive at SUTD, you will be welcomed with a series of activities organised as part of the 2-day compulsory Orientation Programme.

It is a great way to kickstart your exchange at SUTD as you get to meet your fellow exchange students from different universities!

With the help of exchange student buddies, you will learn more about the available resources and support services on campus, and familarise yourself with the nearby neighbourhoods around SUTD.

More information on Orientation Programme will be shared via email closer to the start of the term.





REQUEST FOR SPECIAL SUPPORT

Submit a request by emailing global@sutd.edu.sg

All requests will be reviewed by SUTD Office of Student Life / Office of Student Administration and are subjected to approval. You may either submit a doctor's memo (specifying the recommended support) or an official letter from your home university to support your request.

To ensure that there is adequate time to process your request, we recommend that you reach out to us as early as possible, after you receive the Letter of Exchange Offer from SUTD.

Schedule a Meeting (if necessary)

If necessary, SUTD will reach out to you to better understand your needs and discuss on the possible support during your exchange at SUTD.

Life at SUTD

STUDENT SUPPORT

SUTD community is made up of a melting pot of diverse backgrounds that have different approaches to life and ideals. We strive to provide a safe and conducive environment that caters to the needs of the community.

+++ Barrier-free Facilities

- Barrier-free access to and within buildings
- Access to lifts for persons with disabilities
- Toilets across the campus, for persons with disabilities
- Interconnectivity areas between buildings that allow for seamless movement
- Ramps with tactile indicators at road crossings

+++ Education Support

- Additional support, such as module consultations or extra tutorials, might be provided based on individual condition(s)

Enabling Students (ES) Fund: Supports students with physical, hearing or visual impairment who require Assistive Technology devices and support services

+++ Examination Support

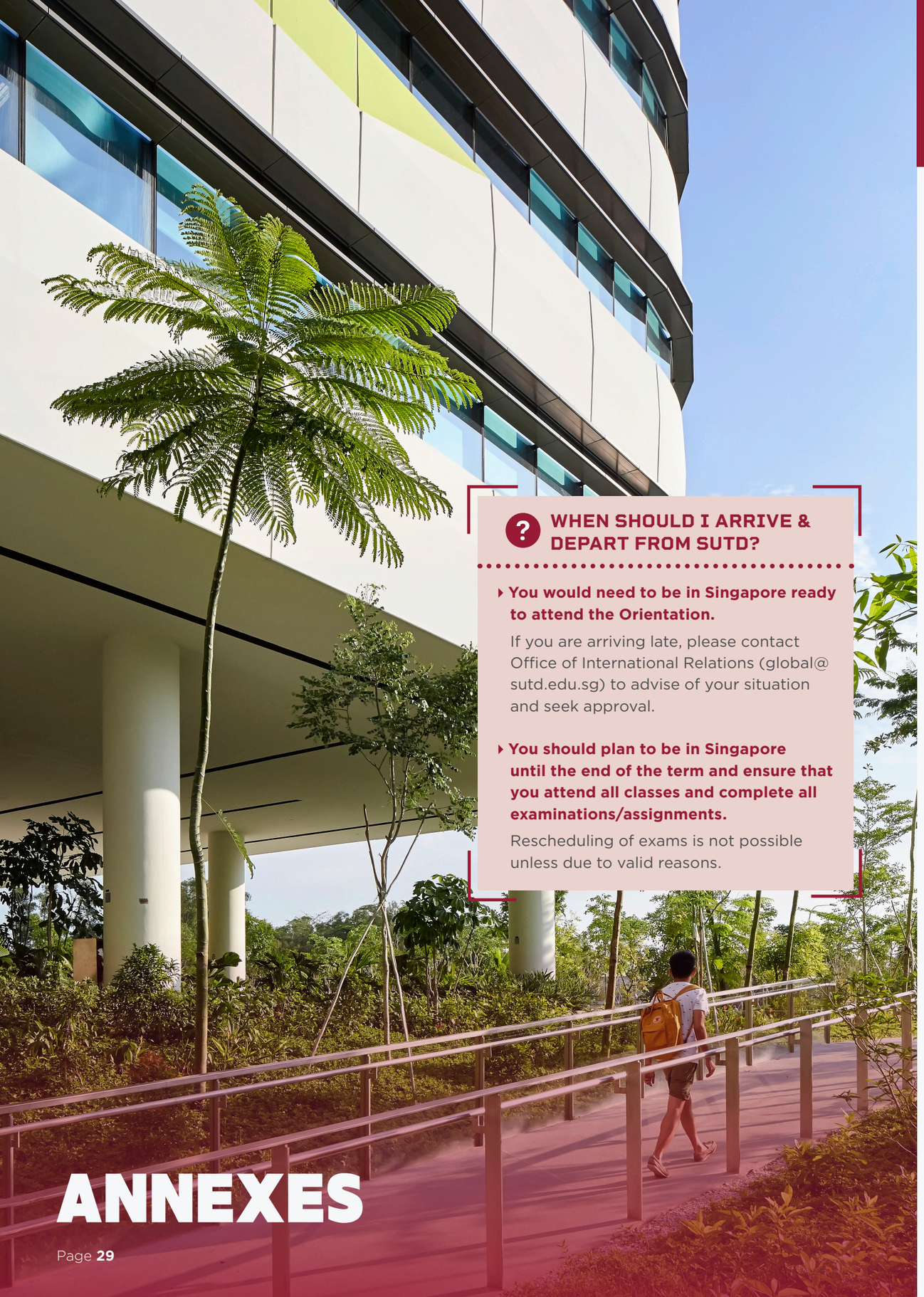
- Bigger font and paper size (A3 size) of examination question papers for visually impaired students
- Physically-impaired students allowed to enter examination hall earlier or given access to customized tables at the front or back of examination hall
- Extra writing time during examinations, for students with certain medical conditions (e.g. dyslexia) could be accommodated, with endorsement from medical doctors
- Laptop and printer can be issued to students with writing difficulties
- A printed copy of the examination announcements can be issued to hearing-impaired students

+++ Well-being Services

- Provide professional counselling service at no charge for students
- Self-help psycho-educational resources
- Talks, workshops and training for the University community to promote the development of personal growth, life skills and mental health and wellbeing
- Support to critical incidents involving students who may need immediate psychological or medical care

sutd.edu.sg/Student-Development/Well-being-Services

sutd.edu.sg/Campus-Life/Diversity-and-Inclusion/Special-Education-Needs-(SEN)-Support



WHEN SHOULD I ARRIVE & DEPART FROM SUTD?

- **You would need to be in Singapore ready to attend the Orientation.**

  If you are arriving late, please contact Office of International Relations (global@sutd.edu.sg) to advise of your situation and seek approval.

- **You should plan to be in Singapore until the end of the term and ensure that you attend all classes and complete all examinations/assignments.**

  Rescheduling of exams is not possible unless due to valid reasons.

ANNEXES

AY2024/2025

KEY EXCHANGE DATES

Annex

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Academic and/or Research Exchange

	Fall 2024 (14-weeks)	Spring 2025 (14-weeks)	Summer 2025 (14-weeks)	Fall 2025 (14-weeks)
Arrival in Singapore	By 10 Sep 2024, Tue	By 21 Jan 2025, Tue	By 13 May 2025, Tue	By 09 Sep 2025, Tue
Orientation	11 & 12 Sep 2024, Wed & Thu	22 & 23 Jan 2025, Wed & Thu	14 & 15 May 2025, Wed & Thu	10 & 11 Sep 2025, Wed & Thu
Start of Exchange	16 Sep 2024, Mon	27 Jan 2025, Mon	19 May 2025, Mon	15 Sep 2025, Mon
Recess Week	27 Oct - 3 Nov 2024	09 - 16 Mar 2025	29 Jun - 06 Jul 2025	26 Oct - 02 Nov 2025
End of Exchange	21 Dec 2024, Sat	03 May 2025, Sat	23 Aug 2025, Sat	20 Dec 2025, Sat

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Research Exchange

	Summer 2025 (8-weeks)	Summer 2025 (10-weeks)
Arrival in Singapore	By 24 Jun 2025, Tue	By 10 Jun 2025, Tue
Orientation	25 Jun 2025, Wed	11 Jun 2025, Wed
Start of Exchange	30 Jun 2025, Mon	16 Jun 2025, Mon
Recess Week	NA	NA
End of Exchange	23 Aug 2025, Sat	23 Aug 2025, Sat

*Dates are subjected to change.
You may refer to: **sutd.edu.sg/academic-calendar**

SUTD
CREDIT & GRADING SYSTEM

Annex

CREDIT SYSTEM

1 SUTD Subject Credit (SCs) is equivalent to 1 hour of workload per week. The subject workload in terms of hours and SCs is represented by a series of 3 numbers. All of the 3 numbers add together to represent the total SCs for the subject.

For example:
3-5-4 (Total SCs is 12)

“3” (first number) represents actual contact hours for lectures or cohort-based learning per week

“5” (second number) represents hours for laboratory, design or fieldwork per week

“4” (third number) refers to hours a student is expected to spend on preparation per week

Please check with your home university on the credit transfer matters.

Email global@sutd.edu.sg if you require more information on the assessment and syllabus of respective subjects.

GRADING SYSTEM

SUTD uses a 5-point grading system as follows:

Grade	Point	Remarks
A+	5.30	Exceptional performance
A	5.00	Excellent performance
A-	4.50	Excellent performance in most aspects
B+	4.00	Very good performance
B	3.50	Very good performance in most aspects
B-	3.00	Good performance
C+	2.50	Fairly good performance
C	2.00	Satisfactory performance
D+	1.50	Improvement needed
D	1.00	Minimally acceptable performance with much improvement needed
F	0.00	Fail

USER GUIDE FOR
EXCHANGE APPLICATION (1/2)

Annex

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Documents Required Checklist

	Items	Remarks
1	**Passport Particulars Page** *Colour scanned copy, in pdf format, max 5 MB*	• Please ensure that your passport has a validity of at least 6 months - from the date of departure from Singapore back to your home country. • Provide the current passport particulars in your application (indicate relevant remarks) if you are in the process of renewing your passport. Email global@sutd.edu.sg as soon as you receive your new passport.
2	**Latest Official Academic Transcript (s)** *Colour scanned copy, in pdf format, max 5 MB*	• Issued by your home university with an explanation of the grading system. It should reflect the courses you have taken. • English translated transcript is required if your home university is a non-English medium university. • Provide both Bachelor's and Master's transcript reflecting the courses you have taken. *(For Postgraduate students)*
3	**TOEFL/IELTS Score** *Colour scanned copy, in pdf format, max 5 MB*	• Optional, if there are applicable results • Students from China Universities who do not have TOEFL/ IELTS score, please provide your CET 4 or CET 6 score.
4	**Official Nomination Letter** *In pdf format, max 5 MB*	• Mandatory only for students from EU Universities • Issued by your home university with official university logo and signature.
5	**Architecture Portfolio**	• Mandatory only for students who wish to read ASD subjects.
6	**Subjects Information Taken at Home University that Satisfies the Pre-requisities**	• Mandatory for students who wish to take any subjects with pre-requisites
7	**Curriculum Vitae**	• Mandatory for students who wish to take iUROP

USER GUIDE FOR **EXCHANGE APPLICATION** (2/2)

Annex

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Submitting Application Procedures

STEP 1 CREATE AN APPLICATION ACCOUNT

Visit Admission Portal (**admission.sutd.edu.sg**) and create an application account.

Enter your own User ID, Full Name **(as per your passport)** and your Email Address. You will receive an email with User ID and Password at the email address you have entered upon successful account registration. You will be required to change your password upon the first login.

STEP 2 START APPLICATION

1. Select Application Type (Inbound) and Period of Study.
2. Select the correct Application Programme:
   Academic and Research / Academic
   (for students taking courses)

   Research Exchange
   (for students taking iUROP only)

STEP 3 SUBMIT APPLICATION

There are 6 sections in the application.
- Account Holder's Declaration
- Personal Information – Personal Particulars, Contact Information etc.
- Academic Qualifications
- Supplementary Results
- Pillar & Subject Selection *(for students taking courses)*

Please read the instructions carefully at each stage of the application. Ensure that all supporting documents are submitted to avoid delay in processing of your application. Remember to click "Save" after you have completed each section.

STEP 4 SUBMIT IUROP PROJECT SELECTION *(for students taking iUROP)*

For students that are applying for iUROP (part-time or full-time), please ensure you have submitted your project selection via MS Form (**forms.office.com/r/TS1Jf7FABD**).

Exchange students can undertake a maximum of 1 iUROP project under the supervison of SUTD Faculty.

! Please click "Print or get PDF of answers" after you have submitted the MS Form.

APPLYING FOR **SINGAPORE STUDENT PASS**

Annex

All international students must hold a valid Student Pass issued by the Singapore Immigration & Checkpoints Authority (ICA) for their studies at SUTD. Generally, international students studying in SUTD are granted Student Pass for the full duration of the exchange period.

STEP 1

Application Through SOLAR System

Application for Student Pass is to be made through the **ICA Student Pass On-Line Application & Registration (SOLAR)** system.

SUTD will inform you via email when the SOLAR system is open for application. You are required to login to SOLAR to complete the application, submit eForm16 and make payment of SGD45.00 for the non-refundable processing fee for Student Pass application.

Check your email regularly as ICA may request some applicants to furnish additional documents in support of the application, where necessary.

STEP 2

Issuance of In Principal Approval (IPA) Letter

You will be notified via email once your application has been processed. Login to SOLAR system and print out In Principal Approval (IPA) letter (Select "Foreign Student", followed by "Print Outcome Letter" after you entered your details).

For students who require a visa to enter Singapore, a visa will be incorporated in the IPA letter. Students need not apply for a separate visa and may enter Singapore by producing the IPA letter at the customs.

STEP 3

Making Appointment with ICA

After receiving your IPA letter, login to SOLAR system to make payment of SGD60.00 for issuance fee and SGD30.00 for multiple-journey visa (where applicable). Also, make an appointment with ICA for completion of formalities for the issuance of your Digital Student Pass.

STEP 4

Issuance of Digital Student Pass

Upon arrival in Singapore, report to ICA on your appointment day for completion of formalities for the issuance of your Digital Student Pass. More information will be provided in the SUTD Handbook emailed to you upon exchange offer.

STEP 5

Self-cancellation of Digital Student Pass

No action is required if you are leaving Singapore before the Student Pass expiry date.

If you wish to remain in Singapore beyond the Student Pass expiry date, you must cancel your Student's Pass via SOLAR system (Select "Cancellation of Student's Pass").

You will be able to retrieve the Short-term Visit Pass document (Select "Print Outcome Letter") after your request has been processed. The document is to be presented to the Immigration Officer when you leave Singapore.

! For visa-required nationals who are planning for any overseas trip out of Singapore after the Student Pass is cancelled, you will need to apply for the relevant pass/visa if you wish to re-enter Singapore.

FREQUENTLY **ASKED QUESTIONS**

Annex

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How can I be nominated for exchange at SUTD?

You must be enrolled as a full-time student at one of our partner universities.

You can then apply through your home university exchange programme and your home university will nominate you.

Visit **sutd.edu.sg/Student-Development/Global/Student-Exchange/Inbound/Inbound-Exchange** to find out if your home university is one of SUTD partner universities.

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What if my home university is not one of SUTD partner universities?

SUTD only provides student exchange opportunities to students from partner universities whom we have formalized collaborations through official agreements.

Should you be interested to pursue a term of study with SUTD, you may consider the option of enrolling with us as a non-graduating fee-paying student.

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How many terms can I spend my exchange at SUTD?

You can spend up to a maximum of 3 terms at SUTD, subjected to availability. Reach out to your home university for further advice.

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What happens after I submit my application?

We will contact you if there are any missing documents or for further clarifications.

Your application will be processed only after the application deadline.

You will be notified via email on the outcome of your application.

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Can non-engineering students come to SUTD on exchange?

Yes, SUTD offers non-engineering subjects as well, mainly from the Humanities, Arts and Social Sciences (HASS) cluster. As places in each HASS subject are very limited, we advise students to be flexible with their study plan.

In general, students can apply for cross-pillar subjects as long as they fulfil the pre-requisites, subjected to availability and timetable scheduling.

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Can I change my subjects after the start of the exchange?

Yes, there is an Add Drop period in the first two weeks of exchange, where you can add or drop subjects. Adding of subjects is subjected to fulfilment of pre-requisites, availability and timetable scheduling.

You will be briefed on the procedures during Orientation.

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How can I get my Learning Agreement endorsed?

Please email global@sutd.edu.sg and request for your Learning Agreement to be endorsed.

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How will I receive my transcript?

Hardcopy transcript will be sent to your home university within two months after the end of exchange.

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CAN'T FIND THE ANSWER YOU ARE LOOKING FOR?

Reach out to your home university or contact SUTD Inbound Exchange team at global@sutd.edu.sg.

USEFUL **LINKS AND RESOURCES**

Annex

General Information

SUTD Global
sutd.edu.sg/Global

SUTD Curriculum
sutd.edu.sg/Education/Unique-Academic-Structure

Academic Calendar
sutd.edu.sg/academic-calendar

SUTD Virtual Tour
virtualtour.sutd.edu.sg

Immigration & Checkpoints Authority (ICA)
ica.gov.sg

Pillars / Cluster / Programme / Research

Engineering Product Development (EPD) Pillar
epd.sutd.edu.sg

Engineering Systems and Design (ESD) Pillar
esd.sutd.edu.sg

Information Systems Technology and Design (ISTD) Pillar
istd.sutd.edu.sg

Architecture and Sustainable and Design (ASD) Pillar
asd.sutd.edu.sg

Design and Artificial Intelligence (DAI) Pillar
dai.sutd.edu.sg

Humanities, Arts and Social Sciences (HASS) Cluster
hass.sutd.edu.sg

Science, Mathematics and Technology (SMT) Cluster
smt.sutd.edu.sg

International Undergraduate Research Opportunities (iUROP)
sutd.edu.sg/iUROP

Campus / Student Life

SUTD Fifth Row
sutd.edu.sg/Campus-Life/Student-Life/Student-Organisations

SUTD Sports and Recreation Centre
sutd.edu.sg/Campus-Life/Sports-and-Recreation-Centre

SUTD Library
mylibrary.sutd.edu.sg

SUTD Wellbeing Services
sutd.edu.sg/Student-Development/Well-being-Services

SUTD Special Needs Support
sutd.edu.sg/Campus-Life/Diversity-and-Inclusion

SUTD Health & Insurance
mycg.com.sg/sutd

SUTD Hostel
sutd.edu.sg/Campus-Life/Housing/Non-graduating

Off-Campus Accommodation
sutd.edu.sg/Campus-Life/Housing/Off-campus-Accommodation

CONNECT WITH US

sutd.edu.sg/Global

global@sutd.edu.sg

#SUTDexchange
@SUTDSG

SUTDsingapore

SINGAPORE UNIVERSITY OF TECHNOLOGY AND DESIGN

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