



# nyp • sbm

FACTSHEET

# NANYANG POLYTECHNIC

## SCHOOL OF BUSINESS MANAGEMENT

**Website:**  
[www.nyp.edu.sg](http://www.nyp.edu.sg)

**Address:**  
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### INTERNATIONAL RELATIONS OFFICE

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### APPLICATION DEADLINES

SEMESTER	DEADLINE	ARRIVAL PERIOD
SEMESTER 1 (Commencing Mid April – Early September)	End of November	1 week before semester starts: (exact dates TBC)  Monday – Thursday (8.30am to 6pm)
SEMESTER 2 (Commencing Mid October – Early March)	End of April	<b>*Students are not able to check-in after office hours</b>

*Note: the actual dates may change from semester to semester for each academic year.*

#### Language Requirements:

- i. **T.O.E.F.L. (Test of English as a Foreign Language):** Students recommended to have a score of at least 80 on Internet Based Test (IBT)
- ii. **TOEIC:** Students recommended to have a score of at least 700
- iii. **I.E.L.T.S. (International English Language Testing System):** Students recommended to have IELTS score of 6.0

*(We can also accept recommendations from our partner Universities for students with good English language competency but without formal language tests)*

#### Application Form & Required Documents to submit:

- i. Application form with transcripts and English Language test scores (if available);
- ii. 2x recent passport-sized photos in colour;
- iii. Copy of valid passport;
- iv. Copy of travel & medical/hospitalisation insurance (in English; insurance to cover whole period of student stay in NYP).

## Welcome to City of Singapore

Singapore is located on the southern tip of the Malay Peninsula. The main island of Singapore is 42 k.m. from the east to west and 23 k.m. from north to south. The total land area is 647.5 square k.m. Average daily temperature is a maximum of 30.8 degrees C in the afternoon and the minimum is 23 degrees C. just before dawn. Average daily relative humidity is 84.4 %



## Language

English is the key language of communication. Most Singaporeans speak and write a second language, usually Mandarin, Tamil or Malay. Several Chinese and Indian dialects are also spoken.



## Cuisine

Singapore's cuisine, a fusion of Chinese, Malay, Tamil and Indian influences, is a major cultural attraction, and can be found at Singapore's inexpensive, open-air food complexes known as "hawker centres." Halal versions of traditional Tamil food are served at Malay hawker stalls, and Chinese stalls incorporate indigenous Malay ingredients. Singaporeans enjoy a wide variety of fish and seafood; barbecued stingray served on a banana leaf with chili is one example of a popular favorite.



## Things to Do

There are a number of things exchange students can do in Singapore during the leisure time. There are various tourist spots to visit such as Sentosa Island / Universal Studios, Jurong Bird Park, Singapore Zoo, East Coast Beach, Chinese Gardens, Night Safari, Chinatown, Little India and many more. The many theatres, cinemas, video arcades and shopping centres offer a wide range of entertainment. Those more inclined towards outdoor activities will not be disappointed as there are many sporting facilities island wide that will cater to their



needs. There are opportunities for sailing, wakeboarding, golf, canoeing, tennis, cricket, rugby, basketball, squash and many more. As a centre of learning and research, Singapore's numerous libraries, museums and bookshops are all easily accessible. See this website link: [www.yoursingapore.com.sg](http://www.yoursingapore.com.sg)



### **About Nanyang Polytechnic (NYP for short)**

Nanyang Polytechnic (NYP) is one of five polytechnics in Singapore. We are a premier education institution with strong industry and international linkages. International students who choose to study at NYP will benefit from the following factors:



- World-class teaching facilities - NYP has strategic alliances and partnerships with many industry leaders. These have translated into the provision of state-of-the-art equipment, exchange of experts and opportunities for capability development at our Polytechnic.
- Innovative teaching and learning - We pioneered the Teaching Factory/Enterprise Concept, which emulates the industry environment and provides a learning experience as close as possible to that of the real world. Students will also have the opportunity of engaging in industry-commissioned projects and gaining practical exposure through hands-on involvement in the working environment.
- NYP Campus and career prospects - Over the years, NYP graduates have earned some of the highest salaries among polytechnic graduates from similar courses. Employers value our graduates as they know that at NYP, not only do we train our students to be competent technologists and professionals, we also develop their entrepreneurial, problem-solving and creative-thinking skills.
- Further education - The NYP qualification is widely recognized by local and foreign universities.

### **NYP Location**

Nanyang Polytechnic is located in Ang Mo Kio, located in north central Singapore. Ang Mo Kio contains many of the common features of the island nation's neighbourhoods, e.g. hawker centres, wet markets and HDB housing blocks. Our campus is a prominent landmark in Ang Mo Kio. Linked to the Yio Chu Kang MRT (Mass Rapid Transit) station and bus terminal via a covered pedestrian walkway, the campus is easily reached by MRT and bus from all parts of Singapore. Our close proximity to the Central Expressway also makes NYP readily accessible by car. It takes about 20 to 40 mins by train to reach Singapore's main shopping area, Orchard Road, and downtown areas.

#### **More information on Transportation:**

[http://journey.smrt.com.sg/journey/mrt\\_network\\_map/](http://journey.smrt.com.sg/journey/mrt_network_map/);

<https://www.lta.gov.sg/content/ltaweb/en/public-transport.html>

### **The School of Business Management (SBM)**

The School of Business Management (or SBM) is one of 7 schools in Nanyang Polytechnic.

SBM offers 9 Diploma courses:

1. Diploma in Accountancy & Finance	5. Diploma in Hospitality & Tourism Management
2. Diploma in Banking & Finance	6. Diploma in Marketing
3. Diploma in Fund Management & Administration	7. Diploma in Mass Media Management
4. Diploma in Business Management (with specialisations in Customer Relationship Management, Supply Chain Management, Retail Management and Human Resource Management)	8. Diploma in Sport & Wellness Management
	9. Diploma in Food & Beverage Business

All courses offered at NYP follow a modular and credit based academic system. Exchange students can choose areas of study to match their interests and aptitudes, and adapt their academic workload to suit their pace of learning. Typically, overseas exchange students will study a basket of 5 modules in one semester. Some common modules taken by exchange students are: Effective writing skills, human resource management, marketing management, international business, entrepreneurship, creativity & thinking skills, effective oral communication, etc. Offer of modules may change slightly from semester to semester. We will help all exchange students to pre-register their choice of modules to study.

Please note that while we will do our best to assist you with your module selection, we are unable to guarantee your enrolment in the modules selected as they are subject to fulfilment of the prescribed pre-requisites, availability and timetabling factors etc. You may make changes to your choice of modules at the beginning of the semester (usually within 2 weeks from the commencement of class) after you have registered, subject to availability of places in the classes.

### **Transcript**

For all incoming exchange students, one copy of your transcript will be sent directly to the relevant offices of your home university responsible for student exchange programmes, approximately one to two months after the completion of the semester. You will have to make your own arrangements to collect your transcript from the relevant office(s) at your home university. We are not able to mail the transcript to students' home residences.

### **Class Learning Format**

Students can expect to attend Lectures (conducted in larger group of 120 – 240 students) as well as small class learning called Tutorials (small group of 30 students in each class). Typically, there will be 2 hours of Lecture plus 1 or 2 hours of Tutorial / Computer Lab for each module per week for 13 or 15 weeks. Thus, the average contact learning hours for each module is 3 or 4 hours, or average 15 to 20 hours a week. This does not include time spent in group discussions, research, self-reading / study and preparation for examinations.

### **Insurance**

If you are an exchange student, your tuition fee is generally waived. However, you must purchase your own travel and medical insurance during the stay in Singapore. A copy of the insurance document must be sent to our office prior to your arrival. This is mandatory.

### **Laptop**

Students must bring a laptop equipped with the standard Microsoft programmes such as word, excel, PPT.

### **Calculators**

For financial-related modules, calculators are required. Approved models are attached.



## Campus Facilities

### OUTDOOR FACILITIES

- Adventure Park
- Amphitheatre
- Astroturf Hockey Pitch
- Basketball Courts
- Netball Courts
- Olympic-size Swimming Pool
- Wading Pool
- Sand Court
- Soccer Field
- Tennis Courts
- Tennis Training Wall
- Track & Field Stadium
- Volleyball Courts

### INDOOR FACILITIES

- Badminton Courts
- Basketball / Volleyball Court
- Dance Studio
- Fitness Centre
- Instructional Rooms
- Multi-Purpose Room
- Rock Climbing Wall
- Sepak Takraw Courts
- Squash Courts
- Table Tennis Tables

*\*students need to bring their own sportswear / equipment*



## On-Campus Apartments (subject to availability)

### NYP Campus Apartments



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### 2-3 bedroom Apartments



View from Living Room

Fully Furnished Bed Rooms & Shared Living Room & Dining Area with Kitchen



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### Security



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### Furnished Rooms



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Bedroom Area



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### Kitchen & Cooking Facilities



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Kitchen Area



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### 3 types of apartments:

- i. Studio with attached bedroom - no cooking facilities;
- ii. 2 bed room apartments - common bathroom in apartment, cooking facilities;
- iii. 3 bed room apartments - one room with attached bathroom, other 2 rooms share common bathroom in apartment
- iv. Accommodation in our campus is limited; accommodation is allocated to students by NYP/SBM International Coordinator
- v. Due to the limited available accommodation in campus, no appeal from students to change rooms will be entertained

### Provided by NYP:

- i. 1 set of bed linen;
- ii. Basic utensils in cooking facilities (where cooking facilities are available);
- iii. WIFI

**Accommodation Costs:**

- i. Rental rates to be confirmed at a later date.
- ii. Cost of utility per month per apartment ranges from S\$200 to S\$400 depending on usage - Occupants of apartment to share the bill equally.

**Deposit payable:**

Upon notification; students are required to deposit into designated NYP account a total sum representing:

- i. 5 months rental in advance; and
- ii. 1 month rental in deposit

*Details for making requisite advance rental payment will be provided at a later date.*

**Tenancy Agreement:**

Period of tenancy: from **(date to be confirmed)**;

- i. All students will sign own individual tenancy agreement;
- ii. One occupant in each apartment will be designated as main tenant of apartment
- iii. Deposit paid by all occupants in apartment will be refunded to main tenant;
- iv. It is the responsibility of main tenant to refund deposit to each respective occupant;
- v. Some students may have left country before refund is made to main tenant. All students are advised to inform main tenant at start of semester, as to the mode / method of deposit refund.

**Checking into apartment:**

- i. Students can check into accommodation one week before start of semester.
- ii. Students are to check into their apartment during office days / hours as detailed below **only**:
- iii. Office days / hours:  
Mondays to Thursdays - 8.30am to 6pm  
Fridays: 8.30am to 5.30pm (please note shorter Friday working hours)

**Important Note:**

- i. Students are housed in twin sharing rooms. No single rooms are available.
- ii. No housekeeping services are provided;
- iii. Students are responsible of keeping the apartment clear of rubbish and of maintaining the apartment in a clean, habitable, and hygienic condition;
- iv. NYP is not expected to provide any additional item;
- v. Internet Wifi (signal) in apartment may be weak; students are expected to make their own personal arrangement if wifi in apartment cannot be accessed. Students may access internet in NYP library and in hot spots in NYP main campus.
- vi. **Precautions pertaining to hygiene should be adopted by students when returning to the NYP apartments from trips taken overseas (e.g. short holidays in the region etc).**

**VISA (Student Pass) Application**

- i. OSEP coordinator will initiate the visa process with the Immigrations & Checkpoint authorities here in Singapore (ICA) approximately 1 month before start of semester;
- ii. OSEP coordinator will notify student to submit application by logging into the ICA internet portal to complete student – student to wait for instructions from OSEP coordinator.
- iii. Student Pass (Immigration) Fee: \$120 (subject to changes by Immigration [www.ica.gov.sg](http://www.ica.gov.sg))
- iv. We advise all students to purchase flight tickets only when Visa / Student Pass has been approved.



### **Letter of Acceptance**

- i. The Letter of acceptance will be sent to student by email;
- ii. Letter of acceptance will be sent upon approval of student visa.

### **Estimated Cost (per month, SGD dollars)**

Below is a list of estimated expenditure a single exchange student may likely incur during your stay in Singapore. These amounts may vary accordingly depending on the students' personal needs and lifestyle patterns:

- i. Accommodation \$550 - \$900 per month (on-campus housing subject to availability)
- ii. Meals \$300 - \$450 (cheaper to eat on campus) ; Based on \$10-\$15 a day for 3 meals
- iii. Travel Expenses on Public Transport \$100 - \$150
- iv. Personal Expenses \$150 - \$300 (excluding telecommunications)

**TOTAL ESTIMATED COST PER MONTH (*average & varies from student to student*):**

**Singapore Dollar between \$1,100 to \$1,800**



**NYP's vibrant environment, all-rounded education and comprehensive facilities make it an ideal institution for exchange students to study & experience Asia!**

**We welcome you to choose NYP - Singapore as a preferred destination for your exchange study! Come join us for one-semester!**