

OVERVIEW

Established in 2000, Singapore Management University (SMU) is internationally recognised for its highly interactive, collaborative and project-based approach to learning. This unique pedagogy creates the opportunity for students to immerse themselves in an array of multi-disciplinary courses that addresses Asian issues of global relevance.

Home to some 10,000 students, SMU comprises six schools specialising in Accountancy, Business, Computing and Information Systems, Economics, Law and Social Sciences, offering a wide range of bachelor's, master's and PhD degree programmes. SMU has newly added two colleges – College of Integrative Studies and College of Graduate Research Studies to its academic suite in 2022.

SMU's city campus enjoys strategic linkages with business, government and the wider community through its institutes, centres and labs.

IMPORTANT DATES

	Term 1 (Fall)	Term 2 (Spring)
Nomination Deadline	15 Apr	15 Sep
Application Deadline	25 Apr	25 Sep
Issuance of Acceptance Letters	End May	End Oct
Orientation Week (Mandatory)	8 - 12 Aug	3 - 6 Jan
Classes	15 Aug - 20 Nov	9 Jan - 16 Apr
Recess Week	3 - 9 Oct	27 Feb - 5 Mar
Final Exams*	21 Nov - 2 Dec	17 - 28 Apr

**All students are required to sit for the final examinations as scheduled by the University.*

Please refer to the detailed academic calendar [here](#).

ADMISSION REQUIREMENTS

Applicants must have completed at least one academic year of undergraduate studies and must be a registered undergraduate in their home university throughout the study term.

All applications must be submitted together with the supporting documents below (only valid documents in English will be accepted):

- ❖ Photo identification page of a valid passport with a validity period of no less than six months from the end-date of the study term
IMPORTANT:
*Expired passports, or passports with less than the required validity period **WILL NOT** be accepted.*
- ❖ Latest academic transcript from the home university
- ❖ Recent passport-sized photograph (taken within three months)
- ❖ English language proficiency certificate (applicable if the language of instruction of the home university is not English)

English Language Proficiency:

The language of instruction at SMU is English. Students from non-English-speaking countries or from institutions whereby the language of instruction is not English, must fulfil at least one of the following English language proficiency certifications.

English Proficiency Test	Minimum Score
TOEFL PBT (paper-based test)	583
TOEFL iBT (internet-based test)	93
International English Language Testing Systems (IELTS)	7.0
C1 Advanced	185

NOTES:

- IELTS/ TOEFL/ C1 Advanced scores are valid for 2 years. Scores from tests taken must be within the validity period of two years at the point of application.
- Due to COVID-19 testing restrictions, scores from the TOEFL iBT® Special Home Edition and IELTS Indicator will also be accepted.

NOMINATION

Partner universities shall receive information on nomination instructions via email and are required to complete a nomination form to nominate their students to SMU, for each term.

APPLICATION

SMU shall send the application instructions to the nominated students. Submission of application and supporting documents are to be completed electronically via the online application system. Only valid documents in English will be accepted.

ACADEMIC INFORMATION

Class Format & Size:	Interactive seminar-style comprising 35 - 45 students.
Course Load:	<p>Full course load per term: 4.0 SMU credits.</p> <p>Minimum course load per term: 2.0 SMU credits.</p> <p>Students may be permitted to enrol for a maximum course load of 5.0 SMU credits per term, subject to approval by the home university and SMU.</p>
Credit Weightage:	<p>Each full-credit course is equivalent to 1.0 SMU credit, and consists of 39 contact hours per term.</p> <p>Each half-credit course is equivalent to 0.5 SMU credit, and consists of at least 18 contact hours per term.</p>
Course Assessment:	Assessments can include, but not limited to (i) class attendance; (ii) class participation; (iii) individual project; (iv) group project; (v) presentation (individual/group); (vi) mid-term test; (vii) final examination.
Class Attendance & Participation:	<p>Attendance and participation form part of the course assessment, hence attendance is mandatory for all classes.</p> <p>Absence from classes due to health/medical reasons must be validated by medical certification. Absence due to other reasons require prior approval by the course instructor.</p>

EXAMINATIONS & GRADING SYSTEM

Final examinations are held at the end of every term. Students are required to sit for the examinations on the date and time scheduled by the University. Rescheduling of exam dates or special/early examination arrangements will not be permitted.

All SMU courses are graded in accordance to a 4-point grading system, as tabled below.

Grade	Grade Point	Mark Range
A+	4.3	86 and above
A	4.0	83 to 85
A-	3.7	80 to 82
B+	3.3	77 to 79
B	3.0	74 to 76
B-	2.7	70 to 73
C+	2.3	66 to 69
C	2.0	63 to 65
C-	1.7	60 to 62
D+	1.3	53 to 59
D	1.0	50 to 52
F	0.0	49 and below

COURSE ENROLMENT

Course enrolments are conducted via a bidding exercise in July (Term 1) and December (Term 2) each year. Only **undergraduate** courses from a prescribed list will be offered to exchange and visiting students (**Course Codes 001-499, 1200-4038**).

Students will be allocated 100 e-dollars (e\$100) each term (**one-time only**), for bidding of all their required courses. This empowers them to draw up their own timetable based on their recommended study plan (subject to constraints of curriculum requirements and the supply and demand of classes). Details and instructions related to course bidding together with the list of courses offered, shall be made available to students two to four weeks before the course bidding exercise. It is important that students understand the information, policies and procedures to ensure a smooth bidding process.

Demand could be high for some courses, e.g. fundamental freshmen courses. Students are encouraged to be pro-active and flexible in their study plans to optimise their bidding opportunities.

In preparation for the course bidding and enrolment, students are responsible for ensuring that they have:

1. Read the course-bidding guide and reviewed the prescribed list of course offerings for the intended study term.

2. Obtained pre-approvals from the home university to enrol for their desired courses at SMU. Students are encouraged to obtain pre-approval for more courses than necessary as contingency, in case their desired courses are fully subscribed.
3. Fulfilled the necessary pre-requisites for the desired courses. Students are required to consult and seek approval from the respective SMU course instructors on the fulfilment of pre-requisites (if any), before bidding for their courses. Students will not be allowed to enrol for, nor to continue with the course if the pre-requisites have not been met.

Course Catalogue:

For planning purposes, students may refer to the [Course Catalogue](#) for undergraduate course offerings from previous terms (**Course Codes 001-499, 1200-4038**). This catalogue serves as reference only as not all courses listed will be offered to exchange and visiting students.

IMPORTANT:

- *Course enrolment strictly adheres to the SMU academic policies and guidelines. It is subjected to the vacancies available, fulfilment of course pre-requisites (if applicable) and bidding outcome of the student.*
- *Course enrolment is not guaranteed. It is strongly advised that students should not be completing their final term of studies during their study abroad at SMU. Their graduation may be at risk should they fail to secure their required courses.*

TRANSCRIPT

A digital transcript will be emailed to the student's SMU campus email, within two months after the release of the final examination results, i.e. February (Term 1) and June (Term 2). The transcript will include the course title, course code and grade of the respective courses enrolled. No hardcopy of the transcript will be issued.

SMU does not send the digital transcript to any third party including the student's home university. Therefore, students are responsible for providing the transcript to their home university for credit transfer.

Charges are applicable if students need their digital transcript to be re-issued.

STUDENT'S PASS (VISA)

All international exchange and visiting students are required to hold a valid Student's Pass during their study term in Singapore. The Student's Pass is a legal document that enables the student to live and study in Singapore, as well as serves as a multiple-entry visa into Singapore (subject to terms and conditions). The cost for the Student's Pass ranges between S\$90 and S\$120 and includes the application fee, issuance fee and multiple-entry visa fee (if applicable).

SMU will initiate the application of the Student's Pass. Nevertheless, students bear the responsibility to complete and fulfil the application requirements for the Student's Pass before their arrival in Singapore. More information on the Student's Pass application process will be provided two months before the start of the study term.

IMPORTANT:

By regulation, Student's Pass holders (exchange and visiting students) are strictly not permitted to undertake any form of internship or work (paid or unpaid) including virtual engagements during their study term in Singapore.

BORDER RESTRICTIONS

Due to the Covid pandemic worldwide, travelers to Singapore will have to fulfill certain border restrictions required by Singapore Immigration & Checkpoints Authority (ICA).

SMU will provide guidance for the application process but due to the fluid nature of the pandemic, rules and regulations are subject to change without prior notice. It is students' responsibility to check for the latest updates from the ICA website: <https://www.ica.gov.sg/enter-transit-depart>.

LIVING WITH COVID

Singapore has shifted into endemic mode with various safe management measures (SMMs) and vaccination-differentiated measures for access to public places. Please refer to this website for the latest updates of the measures: <https://www.moh.gov.sg/covid-19-phase-advisory>.

Government's protocols on how to live with covid can also be found here: <https://www.covid.gov.sg/>.

HEALTH & SAFETY

It is mandatory for all students to purchase the [SMU Medical Insurance](#), for coverage during their study term in Singapore. It is included as part of the miscellaneous fee*, which is applicable to all students. Students are strongly advised to purchase additional travel insurance at their own cost and discretion as necessary, for personal travel or leisure trips overseas. The SMU Student Travel Insurance only applies to students on official travels approved/sanctioned by SMU.

SMU has engaged the services of International SOS (ISOS) to provide 24-hour assistance for students. Students are encouraged to download the ISOS mobile app. In case of an emergency, students may seek assistance via the app or contact the ISOS 24-hour hotline at **+65 6337 6517**, or the SMU Campus Security at **+65 6828 0343**.

NOTE: *The miscellaneous fee* is approximately S\$250 per term or S\$400 per year and covers registration, matriculation, medical insurance, IT services and student activities. This fee is mandatory and non-refundable under any circumstances, regardless of the outcome of the Student's Pass and other border entry applications.*

ACCOMMODATION

The SMU campus is situated in the heart of the city with many private housing options that are within walking distance to SMU and conveniently accessible to amenities and transportation networks. Students have the flexibility and choice to source and arrange for their own accommodation based on their needs. Arrangements are at the sole responsibility and discretion of the student.

For rental of private apartments/condominiums, it is important that students read and understand Singapore's governing policies on rental/leasing of accommodation, from the Singapore Urban Redevelopment Authority (URA) [website](#).

Students are also strongly advised to read and understand all terms and conditions of the leasing agreement before committing to the lease. Once the lease has been accepted and signed, the signatories have a legal obligation to fulfil all the terms stated in the agreement. Please note that Airbnb is strongly discouraged as residential properties in Singapore are not allowed to be used for short-term accommodation under the law.

SMU does not represent either party in any disputes arising from the rental/lease of the property.

CAMPUS LIFE & FACILITIES

SMU has a vibrant campus life with many activities for students to complement their formal studies as well as to help build lasting friendships and global networks. SMU is also equipped with the following on-campus facilities that are available to students.

- ❖ Food court/Eateries
- ❖ IT Help Centre
- ❖ Student Locker
- ❖ Learning Spaces
- ❖ Gymnasium & Fitness Centre
- ❖ Libraries
- ❖ Swimming Pool
- ❖ Bank
- ❖ Sports Hall
- ❖ Clinic & Dental Clinic
- ❖ Student Services Hub
- ❖ Student Wellness Centre

Find out more about SMU's campus life and facilities [here](#). View our [Campus Map](#) and its surroundings.

SPECIAL NEEDS & SUPPORT SERVICES

SMU provides facilities, care and services for students with special needs/disabilities to support their well-being while studying at SMU. The support services available at SMU may differ from those received at the home university/country. Hence, students are encouraged to declare information on any special needs/assistance they may require, in the SMU online application form.

Alternatively, students may write to us at isep.inbound@smu.edu.sg or to their home university's Study Abroad Office or equivalent, for further enquiries.

Visit SMU's website on our [Disability Support Services](#) and [Student Wellness Centre](#), to find out more about the care and support services available on campus.

LIVING EXPENSES

The estimated monthly living expenses for an exchange/visiting student in Singapore is approximately S\$2,000–S\$3,000. Listed below are some expected monthly expense items.

Item	Amount / month
Accommodation (subjected to type of accommodation)	S\$900 – S\$1,500
Food	S\$600 – S\$800
Transportation	S\$300 – S\$400
Telecommunications	S\$30 – S\$50
Book and Stationery	S\$50 – S\$100
Personal Expenses (entertainment etc.)	S\$100 – S\$300

Actual expenses will differ depending on the choice of accommodation and lifestyle of each individual.

CONTACT US



International Student Exchange Programme
Visiting Student Programme
Global Summer Programme

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Centre for Global Education and Opportunities (GEO)
Singapore Management University
Administration Building, Level 10
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smu.edu.sg/global



[@sghsmu.geo](https://www.instagram.com/sghsmu.geo)

Information is correct as of August 2022.



THEMIS curriculum components: one-year-format

- **Selection**

Students will be selected by their home university and they will exchange on the fall term of the following academic year.

All students must demonstrate a superior level of academic performance, strong linguistic ability, as well as the desire and motivation for an international experience.

- **Study abroad term**

It offers the opportunity to acquire core knowledge and skills in an international context. While on the exchange, students will have the chance to create their own study plan by choosing their courses out of those offered by the partner school and approved by the network.

- **Joint Seminar**

The THEMIS seminar provides students with a chance to delve deeper into an area of international law relevant to their academic career. The seminar will focus on different subject each year and will be conducted in English. The program will develop by professors from the partner schools, local experts, and international faculty members. It will also provide the students with the opportunity to meet and share information with fellow network participants.

- **International Internship**

The internship is considered to be an integral part of the THEMIS educational experience. The internship gives the student a chance to put their academic knowledge into practice and begin developing their professional career. The THEMIS partners strongly recommend international internship or internships conducted abroad in an international environment (law studios, European organizations, multinationals...) and for 6 weeks. Students develop their ability to work in an international setting through their professional internships, creating a profile well-appreciated by international organizations.

SMU Business Law Related Courses Offered to THEMIS Students

Tentative THEMIS Course Offer for 2022-2023

LAW201	Law of Business Organisations (LBO)	LLB
LAW203	Comparative Legal Systems	LLB
LAW302	Commercial Conflict of Laws	JD
LAW001	Ethics & Social Responsibility	JD
LAW401	Intellectual Property Law	LLB+JD
LAW402	Chinese Contract Law	LLB+JD
LAW404	Public International Law	LLB+JD
LAW405	IT & the Law	LLB+JD
LAW406	International Commercial Arbitration	LLB+JD
LAW414	International Commercialisation of Intellectual Property	LLB+JD
LAW417	Law of Mergers & Acquisitions	LLB+JD
LAW419	International and Comparative Criminal Justice	LLB+JD
LAW422	Trade and Investment Law	LLB+JD
LAW423	Shipping and Admiralty Law	LLB+JD
LAW443	Law of International Trade	LLB+JD
LAW447	International Construction Law	LLB+JD
LAW475	Transnational Business and Human Rights	LLB+JD
LAW481	International Mediation Law and Practice	LLB+JD
LAW482	Dealmaking and Dispute Resolution: Negotiation in an Age of Disruption	LLB+JD
LAW484	Economic Analysis of Law	LLB+JD
LAW486	Privacy and Data Protection Law	LLB+JD
LAW487	Topics in Financial Crime	LLB+JD
LAW488	International Humanitarian Law (<i>0.5 Course Unit</i>)	LLB+JD
LAW489	Introduction to Law and Technology (<i>0.5 Course Unit</i>)	LLB+JD

The courses listed as LLB+JD are elective courses, which are open to both LLB (undergraduate) and JD (postgraduate) students. In effect, they attend the same class. The courses listed as LLB/JD are compulsory courses. For these courses, the LLB and JD students are segregated. Unless otherwise indicated, all courses are the equivalent of 1 SMU course unit.

Please note of course that course offerings, even for core courses, vary from year to year and the list for next (and subsequent) years may be slightly different. There should be at least 10 courses that will meet the Themis requirements that will run every fall. Although we will endeavour to cater to each student's selection of courses --- due to limited slots in each course, competition for seats and our small class size --- we cannot ensure that they will get the courses of their first choice. Please remind your students that they should bid for the courses in the manner that they will be briefed on when they come to SMU. They should not approach faculty directly to request to enter courses or demand to take a course (e.g. by claiming that the course is a *mandatory* one).

From the first semester (August-December) of Academic Year 2016-17, LLM (Master of Laws) courses are offered *only and exclusively* to Themis students. The procedure to apply for LLM courses, and the courses on offer, can be found in the attachment "LLM courses for Themis Exchange Students", which is

included in this correspondence. The Academic Calendar for AY2019/2020 is also attached for your reference.