IMPORTANT NOTE
Before applying for any summer/winter programme, read the GRO website for important information on:
- General Eligibility Requirements and Application Process
- Module Mapping and Financial Aid
- Visa Application, Travel Advisories and Student Insurance

University of Victoria Gustavson School of Business International Summer Institute for Business Management (ISIBM)
(Updated as of 12 Dec 2019)

Host University Website: https://execprograms.uvic.ca/short-term-business-programs/isibm
Programme Location: Victoria, British Columbia, Canada
Programme Dates: 3 to 27 July 2020
Application Deadline: 12 June 2020
No. of Placements: Unlimited

ESTIMATED COST OF PARTICIPATION

| 1 | Programme Fee | Programme Fee - the total fee for the July programme is CAD $4,800 + 5% GST. The program fee includes:

The program fee includes:
- On-campus executive housing with partial meal card
- Course materials
- Class-related field trip and activities
- Welcome lunch and farewell banquet dinner

An application deposit of CAD $600 +5% GST must accompany each application and will be applied to the total program fees. The balance of the program fees will be due on or before the program start dates.

For more information, please refer to ISIBM’s site on how to apply: https://execprograms.uvic.ca/short-term-business-programs/isibm/payment-policies-isibm/

| 2 | Projected Expenditure | Click here to find additional estimates for airfare, private accommodation and personal expenses for various cities.

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<tr>
<th>Item</th>
<th>Estimated Cost (CAD)</th>
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| Programme fee | As part of the ISIBM programme, you will have the opportunity to participate in extracurricular activities. Scheduled activities are designed to:
- introduce students to the culture and natural surroundings of Victoria
- provide fun and exciting social venues for participants to meet and make new friends |
| | CAD $4,800 + 5% GST |
Costs for most of these activities are included in your tuition fees; however, students are responsible for costs associated with any optional weekend excursions outside of Greater Victoria. Planned activities vary from year to year, but some of the most popular activities scheduled in past programs include:

- Whale watching
- Victoria City tour
- Various sports events
- Mt Douglas hike
- Karaoke
- Butchart Gardens
- Fireworks display

Optional weekend activities may include:

- Rooftop beach volleyball
- self-planned trip to Vancouver
- Soccer game

As a participant of this programme, you are eligible to apply for:

- **NASA Enhancement Bursary** (Singaporean Citizens only)
- **Overseas Student Programme Loan** (Singaporeans only)
- **PSEA Fund Withdrawal** (Singaporeans only)

### Programme Details

<table>
<thead>
<tr>
<th>4</th>
<th>Academic Content</th>
<th>ISIBM comprises two modules:</th>
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<tr>
<td></td>
<td>Module 1: Business Communication</td>
<td>Business Communications will focus on the development and enhancement of skills in written/oral business communication, non-verbal communication, and cross-cultural communication. Students will learn how to develop efficient use of verbal and non-verbal skills in business situations and be able to use language to convey specific messages to intended audiences.</td>
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<td>Module 2: Entrepreneurship, Service Management and International Business</td>
<td>This course is based on a program that has earned UVic several international awards. It aims to develop a fundamental understanding of the skills and tools necessary to succeed in today’s global marketplace. We begin with issues relating to starting a business (entrepreneurship), continue with topics around ensuring success (service management) and end with issues involving growing the business (international business). Whether you plan to start your own business one day or work in a large multinational corporation, this course provides you with the knowledge to enhance your opportunities for success.</td>
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More information can be found here: [https://execprograms.uvic.ca/short-term-business_programs/isibm/schedule_isibm/](https://execprograms.uvic.ca/short-term-business_programs/isibm/schedule-isibm/)

| 5 | Eligibility Requirements | NUS’ generic eligibility requirements apply, please see GRO website for details. |
| 6 | Accommodation | Throughout the program students will stay in campus residences – the Commonwealth Village cluster units (townhouses) and South Tower student residence (dormitory newly built in 2011).
|   |   | • This is a great opportunity for ISIBM students to meet other UVic locals and exchange students and you will be only a 10 minute walk from the beach, local supermarket and entertainment venues. Libraries, galleries, bus exchange, movie theatre and athletics and recreation centers with swimming pools are located on campus.
|   |   | • UVic has always provided the best campus experience for all students – cafeterias, restaurants, medical and dental clinics, pharmacy, hair salon, travel agency, printing and photocopy services as well as free wireless internet are around campus.
|   |   | • Students will also enjoy an on-campus meal plan during the program, included in tuition. |
| 7 | Application Procedure | Apply via EduRec → Global Education and the host university’s website (https://execprograms.uvic.ca/short-term-business-programs/registration/) concurrently. You must accept both the EduRec offer as well as the host university offer to confirm your participation in this programme.
|   |   | Applications are due 12 June 2020.
|   |   | Please note a registration deposit of CAD$600 + 5% GST is required to secure your spot. NUS recommends completing your application by 15 May 2020 to help secure your spot. |
| 8 | Module Mapping | You can start the module mapping process after you apply in EduRec and accept the offer for the programme. Click here for a step-by-step guide on applying for module mapping. Also note the following:
|   |   | • Maximum of 2 modules (up to 10 MCs) can be mapped per summer / research programme during Special Term (May – August).
|   |   | • Maximum of 1 module (up to 5 MCs) can be mapped per winter / research programme during year-end vacation (December – January).
|   |   | • Total of 12 MCs from a maximum of 2 overseas summer/winter and research programmes can be mapped without having to pay NUS tuition. Additional MCs mapped will be subjected to Special Term fees. For details, visit the Registrar’s Office website. |

**ADDITIONAL INFORMATION**

| 9 | Visa Application | It is your responsibility to obtain the correct documents from Citizenship and Immigration Canada (CIC) prior to your exchange semester(s) in Canada. |
|   |   | Depending on nationality, students may need any other following documentation before their arrival in Canada:
|   |   | (a) Electronic Travel Authorization (eTA) - As of March 15, 2016, visa-exempt foreign nationals are expected to have an Electronic Travel |
Authorization (eTA) to fly to or transit through Canada. Exceptions include U.S. citizens, and travellers with a valid Canadian visa. To find out if you need an eTA prior to your exchange, please refer to the following link. [http://www.cic.gc.ca/english/visit/visas.asp](http://www.cic.gc.ca/english/visit/visas.asp)

(b) Visitor Visa - If you do not qualify for an eTA, you will need to obtain a Visitor Visa prior to your arrival in Canada. Please contact the High Commission of Canada in Singapore to start the process of obtaining the appropriate visa. The High Commission Officer might advise you to obtain a Study Permit instead since your time in Canada is primarily for studying. To determine if you need a Visitor Visa, please refer to the following link, [http://www.cic.gc.ca/english/visit/index.asp](http://www.cic.gc.ca/english/visit/index.asp)

For more visa/immigration-related advice, please contact the following:

**High Commission of Canada in Singapore**  
One George Street, #11-01; Singapore 049145  
Telephone: (65)-6854-5900  
Email: spore@international.gc.ca  

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<td><strong>10</strong></td>
<td><strong>Travel Advisories</strong></td>
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<tr>
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<td>Visit the <a href="http://www.mfa.gov.sg/">MFA website</a> for travel advisories on various countries from the Singapore government.</td>
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<td><strong>11</strong></td>
<td><strong>Student Insurance</strong></td>
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<td>Insurance coverage for official NUS trips is provided for your participation in this programme.</td>
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<tr>
<td><strong>12</strong></td>
<td><strong>Contact Information</strong></td>
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</tbody>
</table>
|   | Questions about the programme? Contact the host university at: Peter B Gustavson School of Business  
Tel: +1-250-472-4721  
Email: summerprog@uvic.ca  
|   | Questions about module mapping? Visit this [webpage](http://example.com). |
|   | Questions specific to NUS GRO? Contact us at: [askGRO](mailto:askGRO@host.com) |