

## Information for Students on Exchange in AY2016/17

|   |  |
|---|--|
| <b>A. University</b>                            | Technical University of Denmark<br><br><a href="http://www.dtu.dk/english">http://www.dtu.dk/english</a>   |
| <b>B. Country</b>                               | Denmark  |
| <b>C. Academics</b>                             |  |
| <b>i) Module Mapping &amp; Credits Transfer</b> | Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange.<br><br>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.  |
| <b>ii) Academic Calendar</b>                    | <b>Semester 1:</b> September to January<br><b>Semester 2:</b> February to June<br><br><a href="http://www.dtu.dk/english/Education/International-Student-Guide/Studying-at-DTU/Academic-calendar">http://www.dtu.dk/english/Education/International-Student-Guide/Studying-at-DTU/Academic-calendar</a>  |
| <b>iii) Exchange Duration</b>                   | <i>One semester</i><br><br>For more information on the student exchange program, please refer to <a href="http://www.dtu.dk/english/Education/Guest-students/Exchange">http://www.dtu.dk/english/Education/Guest-students/Exchange</a>   |
| <b>iv) Examination</b>                          | <i>Students are expected to attend the mandatory examination at the host university.</i>   |
| <b>v) Curriculum Structure</b>                  | DTU uses the European Credit Transfer and Accumulation System (ECTS). Study workload for one semester is 30 ECTS.<br><br>To spend a semester or two at DTU within the framework of Erasmus or a bilateral agreement there are two options:<br><br>1. Coursework<br><br>Coursework consists of selecting a group of courses that meets your own interests and the requirements of your home institution.<br><br>Note:<br><br><ul style="list-style-type: none"> <li>You cannot register for a course until you have received your DTU acceptance letter.</li> </ul> |

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• There is no guarantee for participation in the courses you have registered for. Full degree students have first priority in popular courses.</li> </ul> <p>At BSc or MSc level, the maximum number of courses you can sign up for per semester is seven 5-credit courses. 60 credits constitute a full academic year.</p> <p>2. Project Work</p> <p>If you intend to do project work, please refer to the relevant departments at DTU and find out what they have to offer. Or you could look up a relevant professor and submit a proposal including your CV, transcript and a description of the subject/project that interests you.</p> <p>Note: There may be prerequisites.</p> <p>If the professor does not respond to your e-mail/fax/letter, you may contact the Head of Department.</p> <p>For more course information, please refer to<br/> <a href="http://www.dtu.dk/english/Education/Guest-students/Exchange/BSc_and_MSc/Choosing-Courses">http://www.dtu.dk/english/Education/Guest-students/Exchange/BSc_and_MSc/Choosing-Courses</a><br/> <a href="http://www.dtu.dk/English/education/Course_Catalogue.aspx">http://www.dtu.dk/English/education/Course_Catalogue.aspx</a></p> |
| <p><b>vi) Entry Requirements</b></p>                 | <p>You should:</p> <p>(a) be registered as a full-time undergraduate student at NUS</p> <p>(b) have successfully completed at least:</p> <ul style="list-style-type: none"> <li>(i) one (1) semester of study at NUS upon application for the Exchange Programme; and</li> <li>(ii) two (2) semesters of study upon admission to the host university;</li> </ul> <p>(c) be a student of good standing at the home university with:</p> <ul style="list-style-type: none"> <li>(i) a minimum 'B' average grade or 70% average marks or ranking in the top one-third of the class;</li> <li>(ii) no single grade below 'C'</li> </ul> <p>(d) show the aptitude, motivation and maturity, to thrive in the environment at the host university</p>   |
| <p><b>vii) Language Proficiency Requirements</b></p> | <p>Danish, with English-taught courses available.</p> <p>Bachelor programmes courses are mainly taught in Danish; all MSc programmes are taught in English.</p>  |

|  |  |
|--|--|
| <b>viii) Faculties &amp; Schools accepting exchange students</b> | <ul style="list-style-type: none"> <li>• Chemical Engineering</li> <li>• Chemistry</li> <li>• Civil Engineering</li> <li>• Computer Science</li> <li>• Electrical Engineering</li> <li>• Environment</li> <li>• Food</li> <li>• Fotonik</li> <li>• Informatics</li> <li>• Management Engineering</li> <li>• Mathematics</li> <li>• Mechanical Engineering</li> <li>• Nanotech</li> <li>• Physics</li> <li>• Space</li> <li>• Systems Biology</li> <li>• Transport</li> <li>• Veterinary</li> <li>• Business</li> </ul> |
| <b>ix) Module restrictions and pre-requisites</b>                | <p>Exchange Students can choose between all courses taught in English.</p>   |
| <b>D. Application</b>  |  |
| <b>i) Procedures</b>   | <p>All NUS student has to be nominated by NUS before they can apply for fee-waiver exchange at the host university.</p> <p>The application procedures and list of supporting documents needed by the host university can be found in the SharePoint.</p> <p>Please look for the SEP coordinator at your Dean's Office for the link to the SharePoint.</p>  |
| <b>ii) Deadlines</b>   | <p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university.</p> <p>Failure to submit a formal application to the host university will result in your exchange being forfeited even if you have been selected by NUS for the exchange.</p>                                |
| <b>E. Accommodations</b>   |  |
| <b>i) University Accommodation</b>                               | <p>Exchange students can apply for accommodation before 15 May for the autumn semester and before 15 November for the spring semester. Please</p>  |

|   |  |
|---|--|
|   | <p>note that DTU does not guarantee accommodation for exchange students. However, DTU will try their best to find accommodation for all students who apply within the deadlines.</p> <p>In general, due to housing shortages, it is strongly recommended that students also search for accommodation on their own.</p> <p>For more information on accommodation, please refer to <a href="http://www.dtu.dk/english/Education/International-Student-Guide/For-admitted-students/Accommodation">http://www.dtu.dk/english/Education/International-Student-Guide/For-admitted-students/Accommodation</a></p>   |
| <p><b>ii) Private Accommodation</b></p> |  |
| <p><b>F. Visa</b></p>                   |  |
| <p><b>Consular/Visa Regulation</b></p>  | <p>Students applying for the Danish visa and residence permit will have to pay two fees for handling and processing of applications for residence permits. One fee (of DKK 1700 or about SGD 370) is to be paid to the Danish Agency for Labour Retention and International Recruitment before submission of the application. The fee is payable online in order to get the case ID. The other fee (of SGD 325) is to be paid to the Embassy (through the Joint Visa Application Centre) upon submission of the application. The Royal Danish Embassy in Singapore has outsourced part of the visa and resident permit handling to Joint Visa Application Centre. The VAC (operated by VFS) charges a minor service fee of SGD 47. If a student insists on not using the VAC, then they should approach the Embassy directly and set up an appointment. The Embassy would normally be able to accommodate such a request in two to three weeks.</p> <p>All citizens from countries outside the European Union (EU), the European Economic Agreement (EEA) and Switzerland who intend to stay in Denmark for more than three months must apply for a residence and work permit prior to arrival.</p> <p>The residence and work permit will be valid for the prescribed period of the students' studies/work in Denmark.</p> <p>It takes at least two months to process an application from the exchange student. Students should apply as soon as they receive their letter of acceptance and the Supplement to "Application for Residence and/or Work Permit" for Visitors at Danish Institutions of Higher Education (Purple Form) from their Danish host institution. Students will also need to provide documentation from their bank certifying that they have the equivalent of DKK 4,200 per month during their intended stay.</p> <p>All students are advised to apply for the necessary visa immediately after they received the official offer letter/email from their host university.</p> |

|   |  |
|---|--|
|   | <p>Some visa application process could take up to 2 months to process. Your exchange at the host university depends on the clearance by the immigration of the host country.</p> <p>For more information about visa, please refer to<br/> <a href="http://www.nyidanmark.dk/en-us/coming_to_dk/fee/about_fees/about_fees.htm">http://www.nyidanmark.dk/en-us/coming_to_dk/fee/about_fees/about_fees.htm</a><br/> <a href="http://www.nyidanmark.dk/en-us/coming_to_dk/studies/post_secondary_education.htm">http://www.nyidanmark.dk/en-us/coming_to_dk/studies/post_secondary_education.htm</a></p>   |
| <p><b>G. Safety, Health &amp; Medical Insurance</b></p> |  |
| <p><b>i) Health/Medical Insurance</b></p>               | <p>All registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to<br/> <a href="http://www.nus.edu.sg/uhc/healthservice/insurance-schemes/undergraduate-scheme.html">http://www.nus.edu.sg/uhc/healthservice/insurance-schemes/undergraduate-scheme.html</a>.</p> <p>For more information on the blanket travel insurance, please refer to<br/> <a href="http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html">http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</a></p> <p>You are entitled to use the National Danish Health Service once you have received a social security number (it is referred to as a CPR no. in Danish). The number is obtained by visiting the National Registry upon arrival in. It will take 2-3 weeks before you receive your social security number. Non EU/EEA citizens are therefore advised to take out a private health insurance in their home country to provide interim coverage.</p> <p>Your social security number is also your health insurance. A National Health Service Card will be sent to your Danish address within six weeks of your arrival. Remember to take the card with you if you go to a doctor or dentist. The name, address and telephone number of your doctor will be printed on the card. When you have finished your studies at DTU—and before you leave Denmark—you must return this medical card to your local National Registry Office. Note that registration at the Civil Registration Office is required and a health insurance card will be issued in about 2 weeks. Remember always to bring the card along when visiting the doctor or dentist.</p> <p>Note: If the stay in Denmark will last less than three months, students are not automatically covered by the Danish Health Insurance Scheme. The rules applicable vary according to nationality.</p> <p>For more information on health and medical insurance, please refer to<br/> <a href="http://www.dtu.dk/english/Education/International-Student-Guide/For-admitted-students/Medical-care-and-insurance">http://www.dtu.dk/english/Education/International-Student-Guide/For-admitted-students/Medical-care-and-insurance</a></p> |

|  |  |  |                            |
|--|--|--|----------------------------|
|  | Please review the insurance coverages to ensure that they meet your needs. Students can purchase additional health and/or travel insurance from their preferred agent.   |  |                            |
| ii) <b>Emergency Number at host university</b> |  |  |                            |
| <b>H. Cost of Living</b>                       |  |  |                            |
| i) <b>Estimated Monthly Living Expenses</b>    | <b>Breakdown of Costs</b>  |  | <b>Cost</b>                |
|  | Accommodation  |  | DKK2,000 – DKK3,500        |
|  | Food   |  | DKK1,700 – DKK2,400        |
|  | Transport  |  | DKK300                     |
|  | Others (Entertainment, clothes)  |  | DKK900 – DKK1,700          |
|  | <b>Monthly Estimate</b>  |  | <b>DKK4,900 – DKK7,900</b> |
|  | Details can be found at<br><a href="http://www.dtu.dk/english/Education/International-Student-Guide/For-admitted-students/Living-expenses">http://www.dtu.dk/english/Education/International-Student-Guide/For-admitted-students/Living-expenses</a> |  |                            |