MONASH MAIN EXCHANGE PROGRAM

INTERNATIONAL EXCHANGE

• One to two semesters exchange to partner universities across the globe.
• Application for Sem 1, 2024 is now open.
  Refer to Monash Abroad website for eligibility and application information. This slide will only cover on this exchange.

GLOBAL INTERCAMPUS PROGRAM

• One semester exchange program to any of Monash Australia’s campus of student’s choice.
• This slide will NOT cover on this exchange.
CHOOSING YOUR PARTNER INSTITUTIONS

• View the list of university partners in Monash Abroad Portal.
• Refer to the section “Ready to apply?”, under “Tips for choosing a university and maximising success for your application” in International Exchange official webpage.
• In general, it is recommended to choose institutions with a lower WAM requirement (especially if your WAM is not too high) and a lot of quotas to increase your chances of getting approved for exchange.
Ready to apply?

Find out more about how to apply and the nomination and selection process.

1: Watch First Steps video
2: Start researching your options

Tips for choosing a university & maximising success for your application

TIP #1: CONSIDER YOUR COMPETITION

Some places are more competitive for some universities compared to others. When there are more students than places available for exchange, students will be assessed based on WAM and their Statement of Purpose. You may have higher chances of getting into a university of your choice if it is not so competitive.

To check the competitive levels of the university you have your eye on, follow these steps:

1. View the list of university partners here
2. Click on the university you wish to check
3. Click on the Overview tab. Scroll down and you will see information on "Anticipated Places (per semester)", "Exchange Availability" and "Recommended Minimum WAM"

- "Anticipated Places (per semester)" refers to how many students Monash University can send and receive students to the partner university.
- "Exchange Availability" will show red, yellow or green.
- Red refers to the university receiving many more applications than places. "Can only be used as a FIRST preference.
- Yellow refers to an equal number of applications and places. "Recommended for first preference, may be used for second preference.
- Green refers to the university having more places available than they are receiving applications. "Recommended for first or second preference, MUST be used for third preference.
- "Recommended Minimum WAM" indicates the minimum WAM requirement you should ideally have at the time of application. Please note that meeting the host university's minimum GPA/WAM requirement DOES NOT guarantee you will receive your first or second preference. If for example, there are 10 applicants applying to a partner university that has only 3 places available, students with the top 3 highest WAM will be considered first.
TIPS ON CHOOSING PARTNER INSTITUTIONS

1. Does the institution have a pre-approved list?
   • The pre-approved list

2. Does the institution offer similar majors?
   2. The majors offered

3. Is the credit ratio a good balance for you?
   3. The credit ratio

4. Are there a lot of business units offered?
   4. The units offered
<table>
<thead>
<tr>
<th>Date of assessed</th>
<th>Year/Sem to assessed</th>
<th>Monash Unit Code</th>
<th>Monash Unit Title</th>
<th>Monash Semester</th>
<th>Host Unit Code</th>
<th>Host Unit Title</th>
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<td>AWC1210</td>
<td>FINANCIAL ACCOUNTING 1</td>
<td>1 AND 2</td>
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### Overview

**Dates / Deadlines:**

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<th>Term</th>
<th>Year</th>
<th>App Deadline</th>
<th>Decision Date</th>
<th>Start Date</th>
<th>End Date</th>
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There are currently no active application cycles for this program.

### Information Sheet

- **Language of Instruction**: English (limited in some areas), Korean
- **Program Duration**: 1 semester, 2 semesters
- **Academic Level**: Undergraduate, Postgraduate
- **Eligibility**: Partner entry requirement of 2.70 GPA
- **Anticipated Places in Semester 1, 2024**: No places
- **Exchange Availability**: Closed
- **Eligible Monash Campus**: Monash Australia, Monash Malaysia
- **Agreement Scope**: All Faculties
- **Recommended Minimum WAM (%) or GPA**: 75% and above
# Checking Majors Offered

## EXC | Yonsei University

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<thead>
<tr>
<th>area(s) of study</th>
<th>Accounting</th>
<th>Anthropology</th>
<th>Banking and finance</th>
<th>Biological sciences</th>
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<td>Chemistry</td>
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<td>Communications and media studies</td>
<td>Earth, atmosphere and environmental sciences</td>
<td>Econometrics and business statistics</td>
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<td>Engineering</td>
<td>Engineering - chemical</td>
<td>Engineering - civil</td>
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<td>Engineering - materials science</td>
<td>English as an international language</td>
<td>Film and screen studies</td>
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<td>Information technology</td>
<td>Journalism</td>
<td>Korean languages &amp; culture studies</td>
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<td>Mathematical sciences</td>
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<td>Politics and international relations</td>
<td>Psychological sciences</td>
<td>Religious studies</td>
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<td>Social work</td>
<td>Sociology</td>
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**Note:**
- The listed disciplines are not necessarily exhaustive and other fields of study might also be available at the institution.
- Approval to study particular subjects at any institution is always at the discretion of the departmental/discipline and faculty advisers in your managing faculty(ies) and subject to available places at the host.
## Checking Credit Ratio

### EXC | Yonsei University

**Handbook/Catalogue**

Yonsei’s course catalogue (select the English tab at the top of the page to read the page in English. The Ref. link listed next to each course will provide more information).

**Academic restrictions**

- Business courses are restricted to business majors only and students can take a maximum of three business courses under School of Business and Office of International Affairs.

The following are not available for exchange students:

- Medicine / Dentistry / Nursing / Pharmacy
- Music
- MBA
- Law
- Courses offered at Songdo International Campus

**Language requirements**

- A limited number of units are taught in English.
- If you plan to take courses taught in Korean, KLAT level 4, or an assessment report by a professor is required. You must also get permission from the professor on the first day of class at Yonsei.

Each course/unit is usually worth 2 credits at Yonsei University.

### Full-time Credit Load Equivalents

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<th>Min: 18 Monash points</th>
<th>Max: 24 Monash points</th>
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<td>12 credits - US</td>
<td>13 credits - US</td>
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<tr>
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<td>9 credits - P.O</td>
<td>12 credits - P.O</td>
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<table>
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<th>Year</th>
<th>Min: 36 Monash points</th>
<th>Max: 48 Monash points</th>
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<td>24 credits - US</td>
<td>30 credits - US</td>
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<tr>
<td></td>
<td>18 credits - P.O</td>
<td>24 credits - P.O</td>
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PLANNING YOUR UNITS FOR EXCHANGE
TYPES OF APPROVED UNITS

**MAJOR UNITS**
The units you need to complete under your respective majors as listed in the Unit Schedule.

**MINOR UNITS**
The units you need to complete under your respective majors as listed in the Unit Schedule.

**SPECIALIZATION UNIT**
The units you need to complete for your specialisation. May be applicable for B2027, but not B2026 students.

**TECHNICAL/DISCIPLINE/DEGREE ELECTIVE**
Units offered in the Business faculty that are approved as elective units.

**FREE ELECTIVE**
Units that could come from any area of study. These units do not necessarily have to be an equivalent unit to MUM units.

**Note:** Please choose elective units for International Exchange, if possible.
It is recommended that you avoid taking these units during international exchange.

**Capstone Unit**

Capstone unit is compulsory for all SOB students after completing 96 credit points and above and must be taken in MUM.

**Accountancy Unit**

Students intending to take the Professional Accounting accreditations such as ACCA are not recommended to take Accounting units while on exchange, even if there are matching units in the partner institution.
STEP-BY-STEP PLANNING YOUR UNITS
STEP 1. **READ THE COURSE MAP PLANNING GUIDE**
STEP 2. REFER TO THE UNIT SCHEDULE AND HANDBOOK FOR UNITS THAT YOU NEED TO COMPLETE IN YOUR DEGREE
**STEP 3. DRAFT YOUR EXCHANGE STUDY PLAN USING THE COURSE MAP TOOL**

**IMPORTANT NOTES:**

- Please ensure you meet all the degree requirements when filling in the units in the course map.

- If you do not have elective units, prioritise your minor units for the exchange semester.

- If you only have major units to complete, then you may go ahead with major units.

- Please try arranging as many of your elective units as you can for the exchange semester (Sem 1, 2024)

- Please ensure you check all units’ prerequisites and semester offerings.

- We do not accept nor review MonPlan.

- We do not review Course Map prior to your application submission. Students are responsible for their respective study plans.

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### Bachelor of Business and Commerce (2023 Intake Onwards)

**Course Code:** B2028

#### FEBRUARY INTAKE (S1)

**Course Map Tool**

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**Summary: number of units**

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<td>2000</td>
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<td>3000</td>
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**Part A: Business Major**

Select Major here

**Part B: Free Elective Study**

Select here

**Another Major**

Select Major here

**Part C: Free Elective Study**

Select here

**Total**

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<th>Part B</th>
<th>Part C</th>
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**Year, Semester**

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<th>Part B</th>
<th>Part C</th>
<th>Part A or C</th>
<th>Part C</th>
<th>Part C</th>
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### Step 3. Draft Your Exchange Study Plan Using the Course Map Tool

<table>
<thead>
<tr>
<th>Year</th>
<th>Semester</th>
<th>Unit Code</th>
<th>Unit Title</th>
<th>Credit Points</th>
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<td>Business Environment</td>
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<td>Semester 2</td>
<td>BUS50020</td>
<td>Business Environment</td>
<td>6</td>
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**Important Notes:**
- Please ensure you meet all the degree requirements when filling in the units in the course map.
- If you do not have elective units, prioritise your minor units for the exchange semester.
- If you only have major units to complete, then you may go ahead with major units.
- Please try arranging as many of your elective units as you can for the exchange semester (Sem 1, 2024).
- Please ensure you check all units’ prerequisites and semester offerings.
- We do not accept nor review MonPlan.
- We do not review Course Map prior to your application submission. Students are responsible for their respective study plans.
OTHER DEGREE REQUIREMENTS TO NOTE

1) 144 credit (192 credits for B2027) - cannot exceed
2) 6 core units (for pre-2023 intake)/ 7 core units (for 2023 intake onwards)
3) 1 Capstone unit
4) Minimum 1 major (8 units are required for a major. For major-specific requirements, see unit schedule)
5) Maximum 10 first-year units
6) Minimum 6 third-year units, 4 of which must be from the Business degree units.
STEP 4. CHECK THE CREDIT LOAD REQUIREMENTS IN MONASH ABROAD PORTAL

Determining the number of units to enrol in the exchange institution:

Full-time credit load requirements:
15 credits - UG
= 24 Monash Points

1 Yonsei unit = 3 credits
(Information obtained from the institution’s handbook)

15 credits / 3 credits = 5 Yonsei University units

If the answer you obtained is not a whole number, you would need to round up the answer (add an additional number).
E.g. if the answer was 4.26, round it up to 5 units.
In this situation it will be difficult to divide the total credit points with the individual unit credit point due to the different credit values. Follow the below steps instead:

**Example:**
US institution 15 credits = Monash 24 Credit Points

**Scenario 1:**
Generally, 1 unit in US = 3 credits
15 credits / 3 credits = 5 units to enrol in the exchange institution

**Scenario 2:**
1 unit with lab in US = 4 credits
Let’s say instead of taking five 3 units credits, you decides to take two 4 credits units (with lab) and two 3 credits units.
(2 x 4 credits) + (2 x 3 credits) = 14 credits

14 points is still not equivalent to 15 credits. Therefore, you need to take an additional one 3 credit or 4 credit units, as long as you get equal or over 15 credits. However, the Monash point you will earn is ONLY 24 points.

**Scenario 3:**
You are interested in all 4 credits units.
15 credits / 4 credits = 3.75 = 4 units to enrol in the exchange institution
However, the Monash point you will earn is ONLY 24 points.

Whenever possible, go for the easiest, direct ratio option (e.g. Scenario 1 which correlates to 15 credits) to avoid any issues.
Ensure that you select a few extra units that could work for you. This is because the Smartsheet would require you to fill in more than the number of units you need to enrol in the exchange institution. This is so that in the event that the first few units you submit for assessments are not approved for any reason, you will still have a few units to back-up your exchange application and you can still proceed with the exchange.
**Important points to note:**

- Please ensure that you are referring to the latest year handbook/module/catalogue/unit outline.

- Review the unit outlines for the respective units and see if it matches the unit outline in your Monash University Malaysia's unit handbook.

- The requirement for an external unit to be considered an equivalent unit to Monash unit is that it must match at least 80% of the unit content and outline for the unit in Monash.

- For elective units, they do not need to be matching units to MUM.
STEP 6. OTHER IMPORTANT THINGS TO CHECK

• Check that you meet the host units’ prerequisites and the matching MUM’s units prerequisites.

• Check that the units you want to select are offered for exchange students. Some units may not be offered for exchange. You need to read carefully on Monash Abroad Portal and on the institution’s website for any units that are restricted for exchange students.

• Ensure that the units you want are offered in the semester that you want to go for exchange. For example, if you plan to go to University of Warwick in Semester 1, please ensure that the unit you select is offered in Warwick’s Spring semester. Most US, UK and European universities use the term Spring/Winter for the equivalent of Monash Semester 1 and Fall/Autumn for the equivalent of Monash Semester 2. Some institutions may use different terms with their semesters and may have a slightly different duration from Monash’s semesters. If you are unsure, please check on Monash Abroad Portal (under Academic calendar in Academic Details tab) or the institution’s website for the semester duration.
SUBMITTING YOUR STUDY PLAN
GUIDE TO SUBMIT YOUR STUDY PLAN

• Please refer to Step 4 - Draft your Study Plan under Ready to Apply? tab on the International Exchange website on the full guide on how to fill in Smartsheet.

• When filling in the Smartsheet, please ensure that you put the units in order of preference, from the most preferred to the least preferred.
SUBMITTING THE STUDY PLAN

COURSE MAP

UNIT CODE
• Enter your MUM unit code when using the Course Map Tool.

• In the remark section at the bottom of the form, please indicate the details of units you will be registering with the partner institutions.

• These units should be the same when submitting the smartsheet.

SUBMISSION
• Upload in Course Progression Advice section on Monash Abroad Portal.

SMARTSHEET

UNIT CODE
• Enter partner institutions unit code.

• These units should be the same when submitting the course map.

SUBMISSION
• Submit via the Smartsheet link provided in your application form.
I have submitted my application and study plan.
NOW WHAT?

Please wait for Monash Abroad update.
ENROLMENT FOR EXCHANGE

(If you are approved for exchange)

If your exchange application is approved, EMO will advise you for your unit enrolment for the exchange units prior to your scheduled exchange semester.

Students are not allowed to change the approved units for enrolment unless there are extenuating circumstances.
### Sample of Study Statement

#### B2026.3 – Bachelor of Business and Commerce – BBusCom

- **Offering option:** MALAYSIA/I/N/FT
- **WAM:** 79.292
- **GPA:** 3.438
- **Credits:** 134

#### Category: MAJOR
- **Unit Set:** MBNKFIM01
- **Title:** Banking and financial management
- **OU:** BUS
- **# Units:** 6
- **Selection:** 14 Dec 2020
- **Completed:** 30 Dec 2020

#### Category: MINOR
- **Unit Set:** ACCNTCY06
- **Title:** Accountancy
- **OU:** BUS
- **# Units:** 4
- **Selection:** 21 Jan 2022

#### Category: COMP-MOD
- **Unit Set:** ACIDNTENG01
- **Title:** Introduction to Academic Integrity
- **OU:** 0
- **# Units:** 0
- **Selection:** 30 Dec 2020

#### Period: 2022/2

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</table>
WHAT ABOUT MY RESULT?

OBTAINING THE RESULT
Different institution has different result release timeline and different way of releasing the official transcript.

SUBMITTING THE RESULT
EMO will process your result after your result is updated in MAP by Monash Abroad. You will receive email from Monash Abroad notifying that your result is updated in MAP. Regardless of your result, as long as you pass, EMO will process your grades as SFR.

WHAT IF I FAIL?
If you fail any unit, you will receive a failing grade and will not earn the credit point towards your exchange. You still need to submit your transcript but you will need to replace the failed credit point by enrolling in additional units in MUM.

*Note that it may take several weeks before your results are reflected in your WES.*
Generally, we do not recommend final year students, especially final semester students, to go for exchange. This is because different institutions will have different result release timelines. In the event that the result release date is later than Monash’s result release date, you may not be able to graduate on time and will have to delay your graduation. Additionally, in the event that you fail, you will need to continue another semester in Monash. If you are in your final year and you plan to proceed for exchange, please be ready for the possibility of delayed graduation.
I NEED HELP. WHERE DO I GO?

- Refer to our Exchange Briefing Video.

- Visit our FAQs for Exchange on SOB Website.

- We will organize consultation sessions during the application periods. You may refer to the broadcast email we will send out after this sessions. It is advisable for you to go through all the links and guidance provided in these slides prior to attending the sessions.

- If your question is still not answered, you may refer to Monash Malaysia Connect, and submit a ticket via Ask Mira, choose Course Advice as topic, put International Exchange as your issue summary.

- Please be informed that we DO NOT check or verify any course map prior to submitting your application to MAP Portal. It is your responsibility to ensure that you are meeting the degree requirements when planning for your exchange by referring to the guidelines provided in these slides. If you need help, please follow the steps above in order.
Other enquiries

• Please be informed that we can only answer queries on your course advice and course planning for exchange.

• Other queries including logistics, visas, Student Travel Insurance, financial management for International Exchange, how to apply or fill in the form must be directed directly to Monash Abroad.

• You may read this website before lodging a ticket via Ask Mira.