

STUDENT EXCHANGE PROGRAM

INFORMATION SHEET FOR INBOUND STUDENTS

A.Y. 2018-2019



OFFICE OF ADMISSIONS AND
INTERNATIONAL PROGRAMS

CONTACT INFORMATION

| | |
|-----------------------|---|
| University Name | Mapúa University (MU) |
| Website | www.mapua.edu.ph |
| Office | Office of Admissions and International Programs |
| Address | Ground Floor, Admissions Building Mapúa University 658 Calle Muralla, Intramuros, Manila 1002 Philippines |
| Contact Number | Tel. No. +63 (02) 247-5000 loc. 1404; Direct Line +63 (02) 336-6102 Fax. No. +63 (02) 524-5570 |
| Generic Email Address | international.programs@mapua.edu.ph |
| Point Persons | <p>Ms. Rosette Eira E. Camus Dean for Admissions and International Programs reecamus@mapua.edu.ph</p> <p>Ms. Sheina B. Salvador Coordinator for International Students (Inbound and Outbound) sbsalvador@mapua.edu.ph</p> <p>Ms. Marjorie Orantes Assistant for International Students (Inbound and Outbound) maorantes@mapua.edu.ph</p> |



ACADEMIC CALENDAR

| Quarter | Period |
|----------------|---------------------|
| First | August to October |
| Second | November to January |
| Third | February to April |
| Fourth | May to July |

CALENDAR FOR ACADEMIC YEAR 2018-2019

| First Quarter | |
|-----------------------|--|
| Registration | July 31 – August 3, 2018 |
| Classes start | August 6, 2018 |
| Midterm | September 10 – 15, 2018 |
| Finals | October 15 – 20, 2018 |
| Classes end | October 20, 2018 |
| Second Quarter | |
| Registration | October 22 – 25, 2018 |
| Classes start | October 29, 2018 |
| Midterm | December 3 – 8, 2018 |
| Finals | January 21 – 26, 2019 |
| Classes end | January 26, 2019 |
| Third Quarter | |
| Registration | January 29 – February 1, 2019 |
| Classes start | February 4, 2019 |
| Midterm | March 11 – 16, 2019 |
| Finals | April 15 – 17, 2019, April 22 – 24, 2019 |
| Classes end | April 24, 2019 |
| Fourth Quarter | |
| Registration | May 7 – 10, 2019 |
| Classes start | May 13, 2019 |
| Midterm | June 17 – 22, 2019 |
| Finals | June 22 – 27, 2019 |
| Classes end | June 27, 2019 |



HOLIDAYS

| Regular Holidays 2018 | |
|---|-------------|
| Bonifacio Day | November 30 |
| Christmas Day | December 25 |
| Rizal Day | December 30 |
| Special Non-Working Holiday 2017 | |
| All Saints' Day | November 1 |
| Last day of the year | December 31 |
| Regular Holidays 2019 | |
| New Year's Day | January 1 |
| Araw ng Kagitingan | April 9 |
| Holy Thursday | April 18 |
| Good Friday | April 19 |
| Labor Day | May 1 |
| Independence Day | June 12 |

ADMISSION

| | |
|--|--|
| Number of exchange student can be admitted | Depends on the agreement with the Partner University |
| Number of quarter can be enrolled | Depends on the agreement with the Partner University |
| Number of units can be enrolled | Maximum of 15 units per quarter |
| Application/Nomination deadline | <ul style="list-style-type: none"> • First Quarter – June 30, 2018 • Second Quarter – September 15, 2018 • Third Quarter – December 15, 2018 • Fourth Quarter – May 30, 2019 |
| Requirements | <ul style="list-style-type: none"> • Accomplished application form • Copy of passport (bio page) • Original certificate of enrolment issued by the home university • Original academic transcript issued by the home university • Copy of TOEIC/ TOEFL/IELTS certification or a letter from home university that certifies the student’s English-language skills. Exception for Native English speaker. |
| Selection | Mapúa will notify the Home University thru its International Affairs Office on the qualified/accepted applicants |
| Pre-departure from Home University | <p>Home University thru its International Affairs Office shall forward the following to Mapúa:</p> <ul style="list-style-type: none"> • Copy of confirmed flight ticket of the student • Copy of Medical certificate • It is recommended to acquire insurance at the country of the Host University |
| Other information provided to Partner University | <ul style="list-style-type: none"> • Courses are taught in English • Course list • List of recognized dormitories |

PROGRAMS

| | |
|--|---|
| <p>Intramuros Campus 658 Muralla St, Intramusros, Manila 1002</p> | <p>AB Psychology, BA Digital Film, Bachelor of Multimedia Arts, BA Advertising Design, BA Broadcast Media, BA Digital Journalism, BS Architecture, BS Biological Engineering, BS Chemical Engineering, BS Chemistry, BS Civil Engineering, BS Computer Engineering, BS Construction Engineering & Management, BS Education Technology, BS Electrical Engineering, BS Electronics Engineering, BS Environmental & Sanitary Engineering, BS Geological Science & Engineering, BS Geology, BS Industrial Design, BS Industrial Engineering, BS Interior Design, BS Management Science & Engineering, BS Manufacturing Engineering, BS Materials Science & Engineering, BS Mechanical Engineering, BS Physics, BPE in Sports and Wellness Management, BS Psychology, BS Service Engineering Management and BS Technical Communication</p> |
| <p>Makati Campus 333 Sen. Gil J. Puyat Ave, Makati 1200</p> | <p>BS Accountancy, BS Business Administration, BS Computer Science, BS Entertainment and Multimedia Computing, BS Entrepreneurship, BS Hotel & Restaurant Management, BS Information Systems and BS Information Technology</p> |



OTHER OFFERINGS TO STUDENT

| | |
|--------------------|--|
| Immersion programs | Welcome program Student buddy program Organization immersion Cultural immersion International Students' Fair |
| Trips | Cultural trip Industry trip |

FEES

| | |
|--|---|
| Tuition fee | Waived at Mapúa, shall be paid at the Home University |
| Special Study Permit (SSP) – <i>mandated by the Philippine Bureau of Immigration</i> | Requirements <ul style="list-style-type: none"> • application form • 2 pcs. 2x2 inches photo (white background) • Passport • Fee of USD130 (every 3months) |
| ACR Card / Alien Card – <i>mandated by the Philippine Bureau of Immigration</i> | Requirements <ul style="list-style-type: none"> • passport • Fee of USD55 (good for 1 year) |
| Visa Extension | Requirements <ul style="list-style-type: none"> • application form • 1 pc. 2x2 inches photo (white background) • passport • Fee of USD75/month (estimated cost) |
| Estimated living coast per quarter (3months) | USD450 – Off-campus accommodation USD600 – Meal <i>*Accommodations are walking distance from the campus</i> |

ACCOMMODATION/ HOUSING

Recognized Accommodation

Intramuros Campus:

Zen Towers (Condominium type)

- Address: 1111 Natividad A. Lopez St., cor. San Marcelino St., Ermita Manila (right across SM Manila and Manila City Hall; walking distance to Mapua Intramuros Campus)
- Tel. No.: +63 (02)526-4855
- Website: www.zentowers.com.ph
- Rate: USD800 – USD890/month (4 to 6 persons)

Madrigal Dormitory (Dorm type)

- Address: #4 Cabildo St., Cor. Sta. Clara St., Intramuros, Manila
- Tel. No.: +63 (02) 523-3629
- Website: <http://www.madrigalproperties.com>
- Rate: USD135/ month per person

Herald Building Dorm and Apt.

- Address: 61 Muralla St., Intramuros, Manila
- Tel. No.: +63 (02) 310-3103
- Rate: USD150/ month per person

ACCOMMODATION/ HOUSING

Recognized Accommodation

Makati Campus

Jazz Residences (Condominium type)

- Address: Nicanor Garcia, Makati, Metro Manila
- Tel. No.: +63 (02) 359-7566
- Website: <http://smdc-jazzresidences.com/>
- Rate: USD155/ month per person

LOGISTICS

| | |
|---|--|
| Airport pick-up | Staff from Mapúa will pick-up the student at the airport and will then be accompanied to the dormitory. |
| First Activities | <ul style="list-style-type: none"> • Orientation • Meet and greet with student buddy • Registration • Processing of school ID • Campus tour • Proper endorsement to respective school/department |
| Special Study Permit (SSP) & Alien Card Application | To be assisted by Mapúa Staff |
| Visa Extension | To be assisted by Mapúa Staff |
| Monitoring | Mapúa staff shall monitor the status of the student all throughout his/her stay in the University |
| Before Exit | <p>Student is required to;</p> <ul style="list-style-type: none"> • Complete the school clearance at Mapúa for the processing of his/her Transcript of Records • Accomplish student exchange (inbound) evaluation form |
| Issuance of Academic Transcript | Mapúa shall send the original academic transcript directly to the International Affairs Office of the student's Home University approximately fifteen (15) days after the program. |