

Fact Sheet
INBOUND OVERSEAS SEMESTER EXCHANGE
ACADEMIC YEAR 2026/2027 – JANUARY/SPRING SEMESTER 2027

Institution Name	Singapore University of Social Sciences (SUSS) https://www.suss.edu.sg/
Address and Telephone Number	Mailing Address (for courier): Singapore University of Social Sciences 463 Clementi Rd, Singapore 599494 (Attention to: Ms. Lee Shu Jing)
Semester Exchange Coordinator	Incoming Exchange Students: Ms. Lee Shu Jing, sjlee@suss.edu.sg Contact Number: +65 6248 0324 Kindly Cc to: - Rissa Chang (rissachangyr@suss.edu.sg); and - el_global@suss.edu.sg Outgoing SUSS Students: Ms. Lee Shu Jing, sjlee@suss.edu.sg Contact Number: +65 6248 0324 Kindly Cc to: - Azie (Azie@suss.edu.sg); and - el_global@suss.edu.sg
Academic calendar	There are two academic semesters in a year. July/Fall Semester (Semester 1): August to November January/Spring Semester (Semester 2): January to April For the academic calendars up to year 2027, please refer here: https://www.suss.edu.sg/full-time-undergraduate/curriculum/academic-calendar
Exchange model	Fee-waiver semester exchange for students from SUSS partner universities. Students continue to pay the applicable tuition/course fees to their home institution.

	Students are responsible for any applicable miscellaneous, activity, administrative, immigration, and other fees payable to SUSS, Singapore ICA, or other relevant parties.
Study mode	Students may take undergraduate courses offered university-wide, including both daytime and evening courses. Course restrictions may apply. Please refer to the “SUSS Restricted Courses” list for details.
Workload	Up to 6 undergraduate courses/30 Credit Units (CUs) per semester. Students must be enrolled in at least 1 SUSS course to remain in the programme. <i>Note: Most courses are allocated 5 CUs, while a small number of courses are allocated 2.5 CUs. Students are responsible for checking the CUs allocated to their selected and/or accepted courses. For reference purposes, at SUSS, a 5-CU course is usually mapped to a 5-ECTS course.</i> <i>Note: Students who wish to take more than 6 courses or 30 CUs must submit an overload approval from their home university. If approved, students must ensure that there are no clashes in their class schedules or examination timetables.</i>
Language of instruction	English is the main medium of instruction, except for language/language-related courses conducted in other languages.
Accommodation	SUSS does not provide on- or off-campus accommodation. Students must arrange accommodation before arrival.

1. Eligibility & Academic Requirements

- Be an undergraduate student nominated by your home university.
- Have completed at least one semester of undergraduate study before enrolling at SUSS.
- Remain registered at your home university throughout the exchange period.
- Not be in your final year of study while on exchange at SUSS.
- Meet the minimum academic requirement of GPA 3.3 on a 5-point scale, unless otherwise agreed under the exchange arrangement.
- Have sufficient English proficiency to follow lessons and complete coursework.
- Meet any prerequisites for courses selected; SUSS may request supporting documents where required.

2. English Proficiency

Students whose previous qualification was not taught in English may be required to provide evidence of English proficiency. Students must submit the relevant certificates, transcripts or result slips to the Global Learning Team at the point of application as proof of meeting the accepted test and minimum score requirements.

- A minimum of 12 years of completed formal education (view the list of acceptable International Qualifications), and
- One of the following standardised tests:
 - SAT[^] score of at least 1,260 with at least 630 each for Reading and Math, or
 - ACT[#] score of at least 28 with at least 8 for Writing (in the same sitting), or
 - IELTS Academic: minimum 6.5
 - TOEFL iBT: minimum 85
 - MUET: minimum Band 4.0
 - PTE Academic: minimum 58
 - C1 Advanced: minimum 180

[^] For SAT, you may submit your scores directly to SUSS (recommended) or through SAT. Our Institution Code for SAT is 7382. All scores must be submitted to SUSS by 31 March of the admission year. For more information on SAT, please visit <http://sat.collegeboard.org/home>.

[#] For ACT, all scores must be submitted to SUSS by 31 March of the admission year. For more information on ACT, please visit <http://www.act.org/>.

Test scores for IELTS, TOEFL, PTE Academic and C1 Advanced must have been obtained within the last two years at the point of admission. SAT, ACT and MUET test scores must have been obtained within the last five years at the point of admission. All test results must be submitted to the Global Learning Team at the point of application.

Students without the listed certificates/transcripts may submit a Declaration Letter of English Proficiency endorsed by a professor or the international office of their home university.

3. Application & Admission

Nomination Period	By 18 September 2026 <i>Nominations must be submitted to SUSS by the student's International Office or Exchange Coordinator. Students cannot apply directly to SUSS.</i> <i>The EXCEL nomination form will be provided to partner universities.</i>
Application Period	19 September to 3 October 2026
Application Outcome	By 6 November 2026
Required documents	• Scanned copy of Passport – Bio-data page • Scanned copy of Student Card issued by Home University • Copy of latest official academic transcript • Pre-tertiary/Pre-university Institution's Certificate of Completion • Record of courses for the current semester at home university • TOEFL/IELTS test scores (if applicable) • English Proficiency – Declaration Letter from home university (if student does not have any official certificates for English proficiency) • A clear passport-size photo

	• Proof of Health/Travel Insurance purchased from home country/university before arrival in Singapore (Note: Students should inform the GL team in advance if they are unable to submit the proof of insurance at the point of application.) • Nomination letter by home university (if applicable) <i>Note: All documents must be provided in English versions, or accompanied with officially endorsed English translations of the original non-English document(s), if the student is from a non-English medium university] *</i>
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4. Course Selection & Registration

- Nominated students will receive an email from the Global Learning Team with a link to the online Application Form.
- Students are encouraged to select up to 15 courses during the application period and should rank their courses according to priority in case of timetable or examination clashes. As course places are not guaranteed, selecting more courses according to priority is recommended to ensure you are offered sufficient courses during course selection.
- Changes to course selection after submission may be considered on a case-by-case basis.
- As an inbound student, you must be enrolled in at least 1 SUSS course (5 CUs) per semester, with a maximum course load of 6 courses (30 CUs) per semester.
- Courses approved during the application period may not run during the semester due to low enrolment or other reasons. Students should take this into consideration when planning their course selection.

5. Course Restrictions

- Inbound students are only permitted to enroll in courses designed for undergraduates.
- Undergraduate courses have course codes that should fall within the 100 – 400 level (e.g. FIN205, BUS362 and FIN415), excluding courses listed in the “SUSS Restricted Courses” document.
- Students should refer to the attached “SUSS Restricted Courses” document for course restrictions. The document may be updated as and when required.

6. Credit Transfer and Transcript Issuance

- During application period: Students may refer to the SUSS [CourseFinder](#) to review course outlines when assessing credit transfer.

- Pre-exchange period: Students are responsible for ensuring that the SUSS courses selected are transferable for credit at their home university.
- Post-exchange period: Exam results will be released on 18 May 2027. Students may refer to the [2027 Academic Calendar](#).
- Transcript Issuance period: End-July to mid-August

7. Fees

SUSS Registration Fee	Waived under the exchange arrangement.
Course Fees	This is a fee-waiver exchange programme. Visiting students pay tuition/course fees to their home institution and receive a waiver of tuition fees at SUSS.
Student's Pass	Applicable ICA processing and issuance fees apply to international students, where required.
Other, Miscellaneous Fees	There may be other applicable administrative fees and additional charges, such as course activities fees, course material fees etc. Where applicable, students will be informed in due course. You will be subject to a nominal administration fee of SGD 100.00 (there will be an additional 9% GST at point of billing) if you wish to withdraw from a course more than two weeks after the semester commences .

8. Student's Pass & Entry to Singapore

Student Pass

International exchange students must hold a valid Student's Pass (STP) throughout their period of study at SUSS, unless they hold an immigration status that exempts them from this requirement. Students who are exempt must provide documentary proof of their exemption at the point of application. SUSS/Global Learning will advise students on the applicable process.

According to ICA's current application guidelines, Student's Pass applications for Institutes of Higher Learning should be submitted online at least two months and not more than three months before the semester begins.

Fees:

- ICA Processing Fee: SGD 45.00
- Issuance Fee: SGD 60.00
- [Only if applicable] Multiple Journey Visa Fee: SGD 30.00

The SUSS Global Learning Team (GL) will apply to ICA for the In-Principle Approval (IPA) letter for all international exchange students through the ICA Student's Pass Online Application and Registration (SOLAR) system. The IPA letter will contain a specific Student's Pass Application Number and detailed instructions for students to complete the necessary steps for their Student's Pass and/or visa application.

Students should follow the instructions in their IPA letter and the latest guidance provided by ICA.

For detailed information, please refer to [ICA – Student's Pass](#).

Student Visa (where applicable)

In addition to the Student's Pass mentioned above, exchange students who require an entry visa must ensure that they have obtained a valid entry visa covering their entire period of study at SUSS before entering Singapore.

Please note that visa applications may take up to a few months to process. Students are therefore advised to apply early. SUSS can provide additional supporting letters for visa applications upon request.

For international exchange students who do not require an entry visa to enter Singapore, please ensure that you have your passport, IPA letter and SG Arrival Card ready for presentation at Singapore immigration.

9. Insurance

Exchange students must have comprehensive travel insurance covering their stay in Singapore, including but not limited to medical and health-related expenses. Students are required to purchase the insurance and submit the insurance policy and relevant supporting documents as proof of coverage. SUSS does not provide travel insurance for visiting students.

10. Accommodation & Living Costs

SUSS does not provide on- or off-campus accommodation. Students are responsible for securing accommodation before arriving in Singapore. Any accommodation providers listed by SUSS should be presented as references only unless SUSS has a formal partnership with the provider.

Estimated Monthly Expenses (For reference purposes)

Living expenses vary significantly according to accommodation type, location and individual lifestyle.

Accommodation (e.g. Twin-sharing Student Hostel):	S\$2,500 to \$3,500 (Note: Rental rate VARIES, highly dependent on location and type of room/apartment, etc.)
Meals/Food:	S\$800 to S\$1,200 per month
Transportation:	S\$300 to S\$400 per month (depending on individual's activities and transport type utilized)
Telecommunications/Roaming Plan:	S\$60 - S\$100 per month (depending on individual's selected SIM/Data plan)
Miscellaneous (e.g. Entertainment):	S\$400 – S\$600 (depending on individual's activities and daily necessities etc.)

11. SUSS Orientation Day

SUSS organises an Orientation Day packed with activities for incoming students. The Global Learning team will provide participating inbound exchange students with the relevant details, including date, time and joining instructions. All inbound students are welcome to campus for the orientation prior to commencement of the semester.

January 2027 Orientation Day: **9 January 2027, Saturday**

Time/Duration: TBC (Full day on campus)

This fact sheet is intended as a student-facing overview. Semester-specific dates, course availability, course restrictions, fees, immigration requirements and other operational details may change. The Global Learning team's latest instructions and the relevant official SUSS/ICA webpages should be used as the final reference.