



Welcome to USB in Cape Town, South Africa

The University of Stellenbosch Business School (USB) offers an MBA accredited by AACSB, EQUIS and AMBA (Triple Crown). Our MBA is known for its strong emphasis on critical thinking skills, leadership and applicability in a multi-cultural environment. In short, USB's MBA is uniquely African and internationally accredited. USB has been ranked the No1 Business School in South Africa based on the 2013 PMR Africa Survey among employers of MBA graduates.

We trust that your studies at USB will be an enriching experience – both on a professional and personal level.

The information below will help you to arrange exchange studies at the USB.

Contact details		
Contact person	Function(s)	Contact details
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Ms Cailin Human	Exchange Student Coordinator	Tel: +27 (0)21 918 4255 Fax: +27 (0)21 918 4195 E-mail: cailin.human@usb.ac.za
Ms Cynthia Lategan	International MBA Student Administrator	Tel: +27 (0)21 918 4257 Fax: +27 (0)21 918 4112 E-mail: cs4@belpark.sun.ac.za



SEMESTER DATES 2014

Semester 1 (summer and autumn)	15 January – 27 June (students to arrive 1 week before)
Semester 2 (winter and spring)	21 July - 15 November (students to arrive 1 week before)

APPLICATION DEADLINES

January (Semester 1)	15 October
July (Semester 2)	15 April

EXCHANGE REQUIREMENTS

Candidates for exchange studies shall meet the following requirements:

- Be a registered student at an institution with an existing partnership agreement with the USB
- Have an excellent academic background
- Achieve a TOEFL score of 550 (paper-based) / 213 (computer-based) / 79-80 (internet-based)
- Have the maturity and ability to adapt to a foreign environment
- Have strong motivation for the academic programme offered by the host institution
- Have at least 18 months of relevant work experience

EXCHANGE APPLICATIONS – REQUIRED DOCUMENTS

- Letter of recommendation from home institution
- Comprehensive CV
- Academic records
- Proof of at least 18 months of RELEVANT work experience
- Recent TOEFL test results (all classes are taught in English)
- Subject registration form
- Copy of passport
- Proof of medical insurance valid for the duration of your stay in South Africa
- Student contact details – including e-mail address
- Study permit (USB will supply you with an official letter to support this application) – do NOT proceed to South Africa without the study permit

Important: Students should NOT purchase a flight ticket or make accommodation arrangements before they have received official notification of their admission at USB. For more information, contact Cailin Human at cailin.human@usb.ac.za.

REGISTRATION AND ORIENTATION

- For registration purposes, students must arrive on campus a few days (recommended 7 days) before the start of their courses.
- An international student levy is payable upon registration. This covers administrative costs, student internet access and photocopying. Should students use more than this amount for internet and photocopying during their stay, the balance will be payable before students leave.
- Students have to pay for their own text books, accommodation, transport and meals.
- During the first week of every semester, an orientation programme is organised for exchange students by the Exchange Student Coordinator. Attendance is compulsory and includes a guided tour of Cape Town.

ACCOMMODATION

USB does not provide student accommodation. It is the responsibility of all international students to obtain their own accommodation. However, exchange students will be supported in finding accommodation. Please contact Cailin Human, USB's Exchange Student Coordinator, at cailin.human@usb.ac.za.

Comfortable accommodation is available at the Bellvista Lodge on the USB campus. It is recommended that you stay at the Bellvista Lodge for a week or two while you are looking for alternative accommodation that may better suit your budget. It is advisable to make reservations well in advance. For more information go to www.usb.ac.za/bellvista or send an e-mail to bvista@usb.ac.za.

COST OF LIVING Estimated living costs (in local currency)

Accommodation	from R3 500 to R6 500 per month
Food	from R3 500 per month
Mobile phone and internet	from R1 000 to R1 500 per month
Transport and entertainment	from R2 500 per month
Books and classroom materials	Prices range between R450 and R800 per book
Local transportation	No reliable public transportation is available. Students mostly share rental vehicles and costs. Rental vehicles cost from R4 000 per month per car.

ACADEMIC INFORMATION

Full-time MBA at the USB

All MBA modules are compulsory for Full-time students. Exchange students may choose a selection of modules based on the credits demanded by their home institutions. The number of courses / credits depends on the agreement between the exchange students and their home institutions.

Every year in October the block roster for the following year is released. This allows students to choose their modules for the next year. During the first semester students normally take on 6 to 8 core modules; and those in the second semester normally take on 2 core modules and choose 3 electives. For more information, please send an e-mail to Cailin Human at cailin.human@usb.ac.za.

USB also offers MPhil degrees in Development Finance, Management Coaching and Futures Studies, PhD degrees in Business Administration and in Development Finance, Postgraduate Diplomas in Leadership, Development Finance, Dispute Settlement and Project Management, and other courses. USB's programmes are characterised by the development of critical thinking abilities and leadership skills in a multicultural setting.

For more information on our MBA programme, electives and other courses, please visit our website at www@usb.sun.ac.za.

MBA PROGRAMME

Class format	Lectures (class contact sessions), group assignments, final exams
Class size	20 – 35 students
Grading	USB grading system
Full work load for 1 semester (USB students)	Approximately 125 SAQA credits (about 50 ECTS)
Language of instruction	English
Attendance and participation	Compulsory class attendance – all classes
Student services	<ul style="list-style-type: none"> • Exchange student coordinator • International MBA student administrator • Academic counselling

USB GRADING SYSTEM

%	Symbol	Grading
75	A	Distinction (Cum Laude), Excellent
70	B	Very good
60	C	Good
55	D	Satisfactory
50	D-	Sufficient
<50	F	Fail

Updated April 2014