



MAPÚA
UNIVERSITY

STUDENT EXCHANGE PROGRAM

INFORMATION SHEET FOR INBOUND STUDENTS



**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. Diane B. Cuntapay Assistant for International Students (Inbound and Outbound) dbcuntapay@mapua.edu.ph</p>



ACADEMIC CALENDAR

Quarter	Period
First	July to September
Second	October to December
Third	January to March
Fourth	April to June

CALENDAR FOR ACADEMIC YEAR 2017-2018

First Quarter	
Registration	July 4 - 7, 2017
Classes start	July 10, 2017
Midterm	August 14 – 19, 2017
Finals	September 18 – 23, 2017
Classes end	September 23, 2017
Second Quarter	
Registration	September 26 – 29, 2017
Classes start	October 2, 2017
Midterm	November 6 – 11, 2017
Finals	December 11 – 16, 2017
Classes end	December 16, 2017
Third Quarter	
Registration	January 2 – 5, 2018
Classes start	January 8, 2018
Midterm	February 12 – 17, 2018
Finals	March 19 – 24, 2018
Classes end	March 24, 2018
Fourth Quarter	
Registration	April 3 – 6, 2018
Classes start	April 16, 2018
Midterm	May 21 – 26, 2018
Finals	June 25 – June 30, 2018
Classes end	June 30, 2018

HOLIDAYS

Regular Holidays 2017	
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 2018	
New Year's Day	January 1
Holy Thursday	March 29
Good Friday	March 30
Araw ng Kagitingan	April 9
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 4, 2017 • Second Quarter – August 26, 2017 • Third Quarter – December 2, 20217 • Fourth Quarter – March 3, 2018
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	Home University thru its International Affairs Office shall forward the following to Mapúa: <ul style="list-style-type: none"> • Copy of confirmed flight ticket of the student • Copy of Medical certificate • Copy of overseas insurance policy
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	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 USD50 (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)	USD435 – Off-campus accommodation USD520 – Meal <i>*Accommodations are walking distance from the campus</i>

ACCOMMODATION/ HOUSING

Recognized Accommodation

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

Jazz Residences (Condominium type)

- Address: Nicanor Garcia, Makati, Metro Manila
- Tel. No.: +63 (02) 359-7566
- Website: <http://smdc-jazzresidences.com/>
- Rate: USD160/ 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 • Processing of school ID • Campus tour • Proper endorsement to respective 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.