

Information for Students on Exchange

A. University	Norwegian University of Science and Technology http://www.ntnu.no/english
B. Country	Norway
C. Academics	
i) Module Mapping & Credits Transfer	<p>Please ensure that your Study Plan is approved by the academics at your home faculty before the exchange. You can check with the SEP Coordinator in the Dean's Office of your home faculty.</p> <p>Modules approved in the past might not be offered by the host university or approved by your faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p>
ii) Academic Calendar	<p>Semester 1: Middle of August to Late December Semester 2: Early January to Middle of June</p> <p>It is recommended that students go in Semester 2 where more housing is available.</p>
iii) Exchange Duration	Semester based exchange is possible
iv) Examination	<p>Students are strongly recommended to introduce themselves personally to their professors at the beginning of classes and arrange the details and date of their examinations if necessary. Should professors not be able to provide an alternative exam timing or assessment, students should respect the professors' position and change courses at the beginning of the semester rather than only checking with professors and asking for exceptions in the middle or end of the semester.</p> <p>Students are reminded to register for exams after enrolment into the course.</p> <p>You can find out more about taking exams at NTNU here: https://innsida.ntnu.no/en/eksamen</p> <p>You can find out more about ordering your transcripts from NTNU here: https://innsida.ntnu.no/wiki/-/wiki/English/Diplomas+and+transcripts</p>
v) Curriculum Structure	The credit system now used at NTNU is based upon a workload of 60 credits for each academic year. This corresponds to European Credit Transfer System credits (ECTS). Most courses are either 7,5 or 15 credits.

	<p>Number of contact hours per module: The workload is designed to be approximately 30 hours of work, including lectures, papers, presentations, lab work, ect. per credit obtained.</p>
vi) Entry Requirements	<p>(a) registered as a full-time undergraduate student of NUS</p> <p>(b) have successfully completed at least two (2) semesters of study at NUS upon admission to the host university;</p> <p>(c) not eligible for exchange in the graduating year</p> <p>(d) a student of good standing at NUS with</p> <ul style="list-style-type: none"> a. a minimum upper division second class honours or; b. a minimum B average grade or ; c. a CAP of at least 3.0 (out of 5) for NUS students
vii) Language Proficiency Requirements	<p>For Degrees and courses taught in English:</p> <p>All international students to have a good command of English at an academic level and you may need to provide TOEFL/IELTS test scores.</p>
viii) Modules Compatibility	<p>Suitable for students from the following faculties:</p> <p>FoS, FASS, FoE & SoC</p> <p>http://www.ntnu.edu/studies/courses</p> <p>http://www.ntnu.edu/studies/international/registration</p>
ix) Module restrictions and pre-requisites	<p>Most faculties will consider undergraduate students. Notable exceptions are Architecture, Marine Technology and Electric Power Engineering. Many other Faculties will however have a very limited offer of courses in English on an undergraduate level.</p> <p>Architecture students must have completed a minimum of three years at their home institution (bachelor) prior to arrival at Trondheim. Only courses at a master's level (year 4 and 5) are offered in English.</p> <p>Courses within clinical psychology are only open to NTNU students taking a degree within this field. Only a limited number of modules from the faculty of medicine are open to exchange students, for a list of the available modules at the faculty of medicine please refer to http://www.ntnu.edu/dmf/studies/exchange</p>

	For a list, though not complete, of all courses with restricted admission please refer to http://www.ntnu.edu/studies/international/registration
D. Application	
i) Procedures	<p>All NUS student has to be nominated by NUS before they can apply for fee-waiver exchange at the host university.</p> <p>The application procedures and list of supporting documents needed by the host university can be found in the SharePoint.</p> <p>Please look for the SEP coordinator at your Dean's Office for the link to the SharePoint</p> <p>Please check with your faculty for its internal application deadlines.</p> <p>After you have been selected by and accepted your faculty's internal offer, your faculty would give you the application instructions of the partner university.</p> <p>Students are to submit an application online. Please also upload the following documents in your application:</p> <ul style="list-style-type: none"> • Official transcript for all university studies • Translation of transcript if the original is not in English • List of courses in progress • Personal identification page of your passport • Documentation of English proficiency, if required • Short CV • Additional application form for exchange students <p>Details can be found here: http://www.ntnu.edu/studies/exchange_students/how_to_apply</p>
ii) Deadlines	<p>All NUS student must abide by the internal application deadline set by their home faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university.</p> <p>Deadline for submitting application to host university: Semester 1: Late December Semester 2: Mid June</p> <p>Failure to submit a formal application to the host university will result your exchange being forfeited even if you have been selected by NUS for the exchange.</p>

E. Accommodations

i) University Accommodation

Exchange students from non-EU/non-EEA countries, who applied within the deadline (1 May/1 October), are guaranteed housing.

<https://www.ntnu.edu/lifeandhousing/trondheim/housing>

F. Visa

Consular/Visa Regulation

All students are advised to apply for the necessary visa immediately after they received the official offer letter/email from their host university.

Some visa application process could take up to 2 months to process. Your exchange at the host university depends on the clearance by the immigration of the host country.

Students who will be in Norway for more than three months need to apply for a student residence permit.

How to apply:

Fill in the application form for first time residence permit and apply through the nearest Norwegian Embassy/Consulate in your country of residence. (This is managed by VFS in Singapore.)

Be sure to include the following documents together with the application form:

- Passport and copy of all used pages in passport
- 2 new/recent passport size photos with white background
- A letter of full-time admission from an approved educational institution, stating your name, which studies you have admission to, at what level the studies are and how long the programme lasts
- Documentation that you have sufficient funds
- Documentation which shows that you have somewhere to live in Norway
- UDI's checklist

You must register with the Trondheim Police, Foreign Section within 7 days after arrival. You can apply for either a D-number or a national identity number at the Trondheim tax office, but plan for it to take some time to get one. Both the national ID number and the temporary D-number are 11 digits; the national ID number starts with your birthdate and ends in 5 randomly generated digits. You'll need this number to get paid, to open a bank account and to pay taxes. Depending upon the time of year and the tax office's workload, you may have to wait several weeks or more. Because you can't open a bank account without an ID number, newcomers should make certain

	they have enough cash to cover expenses until they obtain one of these all-important numbers.
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G. Safety, Health & Medical Insurance

i) Health/Medical Insurance	<p>Health insurance in Norway is universal, meaning that all residents are covered, but it isn't actually free – it's paid for by taxes. Students staying in Norway are required to enrol in the National Health Insurance Scheme. All students staying less than 12 months in Norway have to apply to become voluntary members:</p> <p>https://www.nav.no/no/Person/Flere+tema/Arbeid+og+opphold+i+Norge/Relatert+informasjon/frivillig-medlemskap-opphold-i-norge</p> <p>In addition, all registered NUS students are covered under the university health insurance and the blanket travel insurance. For more information on the university health insurance coverage, please refer to http://www.nus.edu.sg/uhc/healthservice/insurance-schemes/undergraduate-scheme.html.</p> <p>For more information on the blanket travel insurance, please refer to http://www.nus.edu.sg/finance/InsuranceCoverforOfficialNUSTrips.html</p>
ii) Emergency Number at host university	Tel: +47 800 80 388

H. Cost of Living

i) Estimated Monthly Living Expenses	<table border="1"> <thead> <tr> <th>Breakdown of Costs</th><th>Cost</th></tr> </thead> <tbody> <tr> <td>Accommodation</td><td>NOK3000-6000</td></tr> <tr> <td>Transport</td><td>NOK500</td></tr> <tr> <td>Food</td><td>NOK3000</td></tr> <tr> <td>Others (Books, entertainment etc.)</td><td>NOK6500</td></tr> <tr> <td>Monthly Estimate</td><td>NOK 13000-15500</td></tr> </tbody> </table> <p>Details can be found at https://www.ntnu.edu/lifeandhousing/trondheim/practical-information</p>	Breakdown of Costs	Cost	Accommodation	NOK3000-6000	Transport	NOK500	Food	NOK3000	Others (Books, entertainment etc.)	NOK6500	Monthly Estimate	NOK 13000-15500
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