

# China Europe International Business School (CEIBS)

## MBA Exchange Program

### Factsheet AY 2024-2025 (Updated January 2024)

#### NOMINATION PROCESS

Please send the nominations to Ms. Leanne GUO [gleanne@ceibs.edu](mailto:gleanne@ceibs.edu) & [mba\\_exchange@ceibs.edu](mailto:mba_exchange@ceibs.edu) including the following information:

First name/Last name/Chinese Name (if applicable) /Gender/ Nationality/ Exchange Period/Email

#### TERM DATES *Tentative\**

##### 2024 Summer, CEIBS Term 4

June 17 – July 28, 2024

*6 weeks. Electives start from July 4.*

*Scheduled electives: 2 electives = 48 contact hours*

##### 2024 Fall, CEIBS Term 5

September 9 – December 22, 2024

*Term 5A: September 9 – November 10*

*Term 5B: November 11 – December 22*

*14 weeks + 1-week National Holiday*

*Students can select either 1 or 2 elective periods in Fall term*

*Scheduled electives: 6 electives per period approx. 126 contact hrs*

##### 2025 Spring, CEIBS Term 3

February 10 – June 20, 2025

*Term 3A: February 10 – Mid - March*

*Term 3B: Mid - March – End of April*

*Term 3C: May – June 20*

*18 weeks.*

*Students can select either 1/2/3 elective periods in Spring term*

*Scheduled electives: 5-6 electives per period approx. 105 contact hrs*

#### NOMINATION DEADLINE

February 1 2024

April 23 2024

September 4 2024

#### Key Contacts

General Inquires: [mba\\_exchange@ceibs.edu](mailto:mba_exchange@ceibs.edu)

Ms. Janice XU  
Programme Manager,  
Outbound exchange & Partner Communications  
[xhao@ceibs.edu](mailto:xhao@ceibs.edu)

Ms. Leanne Guo  
Programme Manager,  
Inbound exchange  
[gleanne@ceibs.edu](mailto:gleanne@ceibs.edu)

#### School Address

China Europe International Business School  
699 Hongfeng Road,  
Pudong, Shanghai, 201206, China

#### School Website

[www.ceibs.edu](http://www.ceibs.edu)  
<http://en.ceibs.edu/mba>

### Method of instruction

#### **In-person modality.**

The default mode of delivery of teaching and learning will be in-person and on campus for all classes offered in AY2024-25. Students on exchange will not be able to take courses remotely at CEIBS. We will send you immediate updates when there are any changes.

Generally, classes are delivered in a lecture format. Course organization varies according to different professors, and it may involve group projects, case studies and presentations.

### Visa

#### **Exchange students are required to obtain an “X2” visa for entry into China.**

\*Hong Kong students shall use Mainland Travel Permit for Hong Kong and Macao Residents to enter China instead of applying for a visa.

\*Taiwanese students shall use Mainland Travel Permit for Taiwan Residents.

CEIBS International Affairs Office handles visa inquiries for overseas students. Please contact Romeo LUO [lromeo@ceibs.edu](mailto:lromeo@ceibs.edu) for related issues.

### Enrollment Requirements

**Language of Proficiency:** All CEIBS MBA courses are taught in English. Exchange students should acquire proficiency in English.

#### **Academic/Experience Requirements:**

Second year MBA candidates only. First-year MBA core courses are not available to exchange students.

CEIBS MBA students have 5-6 years of working experience on average and their average age is 29.

### Class Attendance

#### **Class attendance is mandatory.**

**The normal class size for an elective course is 40-60. Students must be seated according to the given seating chart, to assist the faculty in evaluating the class participation.**

#### **Students are required to attend all registered courses as scheduled.**

- 10 minutes late or absence in the middle of a class will be considered as absence for the class. One late arrival within 10 minutes will be counted as 0.5 absence.
- Absence in 25% or more of the total sessions of one course will result in a mandatory reduction of the final grades or exclusion from the class, regardless of the reason for absence.
- A student missing 50% or more of the classes of any particular course will automatically fail the course and will not be granted credit for the course.
- All absences are counted toward the students' grade performance, regardless of the reason or the permission granted. Faculty members may also impose grading penalties for absences of less than 25% of sessions according to their own grading criteria.

## Grading

CEIBS grade is based on a relative grading system with letter grades:

CEIBS Grade	Description	Grade Points
A	Outstanding	4.0
A-	High Performance	3.7
B+	Good Performance	3.3
B	Satisfactory	3.0
B-	Low Performance	2.7
C+	Marginal Performance	2.3
C	Unsatisfactory	2.0
F	Fall	0

C+ is the passing point, for a student to get the credits for the course.

Grades are confidential. Students get score reports every term from CEIBS Dean's Office. The transcripts will be mailed to the home institution directly.

## Same Country Nationals

On a reciprocal basis, depending on whether the partner school is able to host the same country nationals or not.

## Estimated Expenses

Housing:

Based on the availability, CEIBS will arrange for on-campus dorm for visiting exchange student.

Estimated expenses: RMB 5000-6000 for dorm per month. Monthly rent varies for private-market housing off campus.

Meal: RMB 2,000-4,000 per month

Local Transportation: RMB 1,000-2,000 per month

Textbook: depends

## Facilities

Upon arrival, each exchange student will get a CEIBS student ID card during registration. With this ID, the student has access to all the facilities on campus, e.g. library, computer center, gymnasium, etc.

## Health Insurance

Health Insurance is compulsory, and must cover the entire exchange period.

The insurance plan shall cover outpatient and inpatient benefits, critical illness, disability and life benefits, medical evacuation & repatriation, etc.

We strongly recommend exchange students to obtain it from home institution before coming to CEIBS. All students must provide a copy of their Health Insurance Coverage one month earlier before arrival.

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**Expected Workload**

Exchange student joining the full exchange term is required to complete at least 4 credits. (at least 2 credits for exchange students joining only **half of the term**).

- Most electives are 2-credit each, equivalent to 21-24 class contact hours.
- Few courses are 1-credit, equivalent to 10.5-12 class contact hours.

Course offerings are subject to change each year. Detailed course list and syllabus will be released 2-3 months before the exchange program starts.

Our previous electives are available at <https://www.ceibs.edu/mba/concentration-electives>

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**Student Life**

All student clubs are open to exchange students.

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**Career Services**

On a reciprocal basis, on par with the services provided by the partner schools to CEIBS students.

Available to exchange students during the period of exchange only.

Internship is not available.

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**Alumni Services**

Alumni eligibility or alumni services are not applicable to exchange students.