

Ho Chi Minh City, 28 July 2023

ANNOUNCEMENT

Regarding: The enrolment for Semester 1 2023-2024 (Term 3 2023)

TO: WSU Stage 1 students

The International School of Business would like to announce the enrolment for Western Sydney Bachelor students in Semester 1 2023-2024 (so-called Term 3 2023) as follows.

1. Enrollee: Western Sydney Bachelor students in Stage 1.

2. Online enrolment dates:

Students are required to enroll the units from **8:00 AM, Saturday, August 05th, 2023 to 23:59 PM Sunday, August 06th, 2023** on MyISB website (<http://myisb.isb.edu.vn>)

3. Enrolment requirements:

- All students must follow the course structure and requirements.
- Students, who want to enrol for a retake unit on MyISB or cannot self-enrol on MyISB because of technical issue, are recommended to lodge **Add-drop subjects request form ONLINE** via (Link: [HERE](#)) **from 09:00 AM, August 07th, 2023 to 17:00 PM, August 09th, 2023.**

(Note that: Add-drop form can be approved or rejected)

- In case you meet a technical issue while you register, you are required to fill in an add drop form and attach evidence with a full screenshot, including: full name, date and time at the time of registration. We will reject the request if there is not enough evidence.
- After successful registration, please take a screenshot or video and keep it for confirmation (if needed)

- ❖ **Note:** Please be advised that we are unable to accommodate all requests because the class capacity is limited. If the capacity is reached, you should consider enrolling in another class of the unit or other unit.

4. Enrolment instructions:

- **Step 1:** Go to ISB website: www.myisb.isb.edu.vn
- **Step 2:** Log-in to your MyISB account (Username and password)
- **Step 3:** Click **Enrolment** → **Normal Enrolment** and follow the instructions in the system.
- **Step 4:** Select **Subject** → Tick **Subject class** → Click **Save**
- **Step 5:** Once you have completed the enrolment, go to **Enrolment** → **Result** to check the enrolment confirmation.
- More information on how to use MyISB can be found [HERE](#).

NOTE: To change the units which you have enrolled, please go to Enrolment → Enrolment result → click on the Change Subject icon (as shown in the photo below)

No	ID subjects	Subjects	Subjects	Credits	Quantity	Enroll	Schedule	Week
1	231004504102	EIM-T323WSB-2	Enterprise Innovation and Markets	4	35	1	T4(2-5)D2.02	1-12
2	231004503601	DTC-T323WSB-1	Design Thinking for Creativity	4	35	1	T6(10-13)D2.01	1-12

- Select the unit you want to change then, click save.
- To double check the unit enrolment, go to Enrolment Enrolment → result.

Choose	No	ID subjects	Subjects	Lecturer	Credits	Quantity	Enroll	Schedule	Week	
<input type="checkbox"/>	1	231004504101	EIM-T323WSB-1	Enterprise Innovation and Markets	TBA 32	4	35	0	T2(2-5)D1.02	1-12
<input checked="" type="checkbox"/>	2	231004504102	EIM-T323WSB-2	Enterprise Innovation and Markets	TBA 32	4	35	0	T4(2-5)D2.02	1-12
<input type="checkbox"/>	3	231004504103	EIM-T323WSB-3	Enterprise Innovation and Markets	TBA 32	4	35	0	T5(2-5)D1.03	1-12
<input type="checkbox"/>	4	231004504104	EIM-T323WSB-4	Enterprise Innovation and Markets	TBA 32	4	35	0	T6(10-13)D1.02	1-12

5. Unit withdrawal:

- **Census date, 08 September 2023**, is the official deadline for finalizing your enrolment and fees for the Semester 1 2023-2024.
- Once this date has passed, you are committed to the units you're enrolled in. This means you will be charged tuition fees and receive a grade for all your enrolled units. If you drop any units after this date, you will still need to pay tuition fees and will receive an absent fail grade.

6. Payment:

- ❖ Students have to pay the required tuition fee which can be viewed on MyISB a week after your successful enrolment on MyISB **08 September 2023**.
 - **In cash:**
 - Place: Accounting Department, ISB
 - Address: 1st floor, 17 Pham Ngoc Thach Street, District 3, HCMC
 - Time: 8:00 – 12:00 & 13:00 – 17:00, Monday to Friday.
 - **Bank transfer (ONLY for Stage 1 and Stage 2 students):**
 - Account Name: Vien Dao Tao Quoc Te
 - Account Number: **00361 00000 179 001**
 - Bank: Orient Commercial Joint Stock Bank (OCB), Branch Gia Dinh
 - Content: [Student name – Student ID] Semester 1 2023-2024 WSU

Please only transfer tuition fees to the bank account provided above and refrain from transferring to any other bank accounts. Any confusion may result in student's financial loss and students are fully responsible for any mistakes.

***DO NOT** transfer insurance fee to the above bank account, please contact insurance@westernsydney.edu.vn if you have any related concerns.*

- ❖ Students who attend Education Finance Program (EduFin) with monthly installments, will follow tuition announcement and deadlines sent separately by Bella Group.

7. Contacts:

- Tuition fee: Ms. Thảo Trần, thao.tran@isb.edu.vn
- Reset MyISB account: Mr. Hoài, hoai.do@isb.edu.vn
- Other issues of Stage 1: wsuprogram@westernsydney.edu.vn

8. Notes:

- Students are fully responsible if you register for the wrong course or have an excess/missing subject which may lead to delay in Stage 2 or graduation.
- Students must check schedules on the MyISB website and attend the right classes.
- Without the school's approval, students are not allowed to change the classes or units after the registration date.
- Students, who have not paid their tuition fees by the due date (**08 September 2023**), will be eliminated from their enrolled classes. In addition, no academic documents or transcripts will be issued.
- Students are advised to keep a record of payment for confirmation purposes.



COURSE STRUCTURE

- Students need to clearly identify the program, the number of required subjects to register correctly and ensure their study plan.
- In case students are considered for exemption from some subject(s), students need to check offer letter and compare to study plan. If there are any concerns, students must email the school immediately by the census date of each semester before finalizing the enrollment.
- Currently, 2 subjects Academic English and Business Communications are no longer open for registration at Stage 1. Please refer to the Student Handbook for more information.
- Because the learning path varies between programs, students need to know the required and elective subjects or contact your Student Advisor for further advice.
- Students need to clearly determine which of the following cases they belong to, to register for the appropriate subjects and take full responsibility for their enrollment, details are attached in the table below.

For Bdata students:

- ❖ For students interested in pursuing a Bachelor of Applied Data Science, students need to contact Bdata's Student Advisor for detailed advice on the study plan via email: bdata.program@westernsydney.edu.vn if you have any questions.

For Bcomm students:

- ❖ For students interested in pursuing a Bachelor of Communication, students need to contact Bcom's Student Advisor for detailed advice on the study plan via email: bcom.program@westernsydney.edu.vn if you have any questions.

BCOMM PROGRAM COURSE STRUCTURE	
Business Communications OR Business Academic Skills	4 units taken from the pool of Bachelor of Business Stage 1
Principles of Marketing	
Consumer Behavior	
Marketing Research	

For BBUS students:

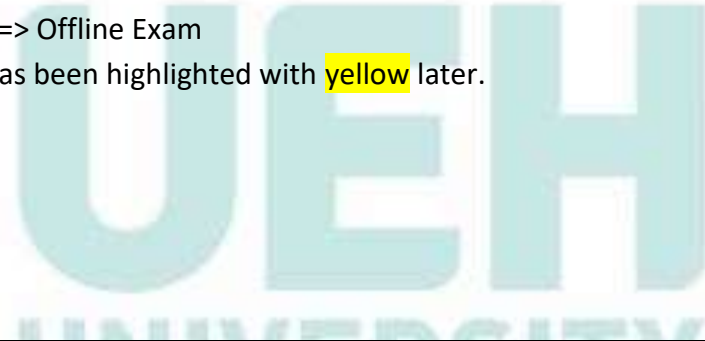
- ❖ For students interested in pursuing a Bachelor of Business, students need to contact Bbus's Student Advisor for detailed advice on the study plan via email: wsuprogram@westernsydney.edu.vn if you have any questions.

BBUS PROGRAM COURSE STRUCTURE						
No	For students have passed Academic English and Business Communications		For students have not studied Academic English and Business Communications		For students have studied Academic English OR Business Communications	
1	Academic English	Passed/Exempted	Business Academic Skills	Required	Academic English OR Business Communications	Passed/Exempted
2	Business Communications	Passed/Exempted	Principles of Economics	Required	Principles of Economics	Required
3	Human Resource Management OR Marketing Research	Required	Principles of Management	Required	Principles of Management	Required
4	Principles of Economics	Required	Principles of Marketing	Required	Principles of Marketing	Required
5	Principles of Management	Required	Principles of Accounting	Required	Principles of Accounting	Required
6	Principles of Marketing	Required	Marketing Research	Required	Marketing Research	Required
7	Principles of Accounting	Required	Statistics for Business	Required	Statistics for Business	Required
8	Statistics for Business	Required	Human Resource Management	Required	Human Resource Management	Required
9	International Business	Required	International Business	Required	International Business	Required
10	Business Law	Required	Business Law	Required	Business Law	Required
11	Consumer Behaviour	Required	Consumer Behaviour	Required	Consumer Behaviour	Required
12	Corporate Finance	Required	Corporate Finance	Required	Corporate Finance	Required

PROPOSED SCHEDULE STAGE 1

Notes:

- This is an expected schedule. Some courses might be rescheduled in order to avoid scheduling conflicts.
- Study mode Offline => Offline Exam
- Updated schedule has been highlighted with yellow later.



No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
1	BAS-T323WSB-1	Business Academic Skills	11/09/2023	17/12/2023	4-16/12/2023	Mon	12:00-15:15	Anna Loseva
2	BAS-T323WSB-2					Tue	08:00-11:15	
3	BAS-T323WSB-3					Tue	12:00-15:15	
4	BAS-T323WSB-4					Thu	08:00-11:15	
5	BAS-T323WSB-5					Thu	12:00-15:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
6	PE-T323WSB-1	Principles of Economics	11/09/2023	17/12/2023	4-16/12/2023	Tue	12:00-15:15	Kinwah Lo Nguyễn Thị Hoàng Anh Phạm Đình Long Phạm Tiết Huy
7	PE-T323WSB-2					Wed	15:30-18:45	
8	PE-T323WSB-3					Mon	08:00-11:15	
9	PE-T323WSB-4					Mon	12:00-15:15	
10	PE-T323WSB-5					Thu	08:00-11:15	
11	PE-T323WSB-6					Fri	15:30-18:45	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
12	PM-T323WSB-1	Principles of Management	11/09/2023	17/12/2023	4-16/12/2023	Mon	15:30-18:45	Hồ Tuấn Vinh Trần Bá Linh
13	PM-T323WSB-2					Sat	08:00-11:15	
14	PM-T323WSB-3					Wed	08:00-11:15	
15	PM-T323WSB-4					Thu	08:00-11:15	
16	PM-T323WSB-5					Fri	08:00-11:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
17	PMk-T323WSB-1	Principles of Marketing	11/09/2023	17/12/2023	4-16/12/2023	Wed	08:00-11:15	Trần Hoàng Mỹ Linh Nguyễn Thúy Hằng Trần Ngọc Phú
18	PMk-T323WSB-2					Thu	08:00-11:15	
19	PMk-T323WSB-3					Tue	08:00-11:15	
20	PMk-T323WSB-4					Wed	08:00-11:15	
21	PMk-T323WSB-5					Thu	15:30-18:45	
22	PMk-T323WSB-6					Wed	15:30-18:45	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
23	PA-T323WSB-1	Principles of Accounting	11/09/2023	17/12/2023	4-16/12/2023	Thu	12:00-15:15	Huỳnh Thị Ngọc Anh Nguyễn Thùy Nhung
24	PA-T323WSB-2					Thu	15:30-18:45	
25	PA-T323WSB-3					Fri	12:00-15:15	
26	PA-T323WSB-4					Fri	15:30-18:45	
27	PA-T323WSB-5					Mon	12:00-15:15	
28	PA-T323WSB-6					Mon	15:30-18:45	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
29	SB-T323WSB-1	Statistics for Business	11/09/2023	17/12/2023	4-16/12/2023	Tue	15:30-18:45	Bùi Anh Tuấn Võ Đức Hoàng Vũ Lê Văn Chơn
30	SB-T323WSB-2					Thu	15:30-18:45	
31	SB-T323WSB-3					Sat	08:00-11:15	
32	SB-T323WSB-4					Sat	12:00-15:15	
33	SB-T323WSB-5					Tue	12:00-15:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
34	HRM-T323WSB-1	Human Resource Management	11/09/2023	17/12/2023	4-16/12/2023	Thu	15:30-18:45	Lê Thị Thanh Xuân Trần Nguyệt Quế Phan Thanh Lộc
35	HRM-T323WSB-2					Fri	08:00-11:15	
36	HRM-T323WSB-3					Fri	15:30-18:45	
37	HRM-T323WSB-4					Sat	08:00-11:15	
38	HRM-T323WSB-5					Wed	15:30-18:45	
39	HRM-T323WSB-6					Sat	08:00-11:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
40	IB-T323WSB-1	International Business	11/09/2023	17/12/2023	4-16/12/2023	Mon	15:30-18:45	Adam Briffett Phạm Thị Bích Ngọc Raul Moretti
41	IB-T323WSB-2					Tue	15:30-18:45	
42	IB-T323WSB-3					Thu	12:00-15:15	
43	IB-T323WSB-4					Fri	12:00-15:15	
44	IB-T323WSB-5					Tue	08:00-11:15	
45	IB-T323WSB-6					Tue	12:00-15:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
46	MR-T323WSB-1	Marketing Research	11/09/2023	17/12/2023	4-16/12/2023	Mon	12:00-15:15	Nguyễn Lê Xuân Doanh Lê Anh Khánh Minh
47	MR-T323WSB-2					Mon	15:30-18:45	
48	MR-T323WSB-3					Fri	08:00-11:15	
49	MR-T323WSB-4					Fri	12:00-15:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
50	CF-T323WSB-1	Corporate Finance	11/09/2023	17/12/2023	4-16/12/2023	Tue	08:00-11:15	Nguyễn Đức Nguyên
51	CF-T323WSB-2					Tue	12:00-15:15	
52	CF-T323WSB-3					Wed	12:00-15:15	
53	CF-T323WSB-4					Wed	15:30-18:45	
54	CF-T323WSB-5					Thu	08:00-11:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
55	BL-T323WSB-1	Business Law	11/09/2023	17/12/2023	4-16/12/2023	Sat	12:00-15:15	Hà Thị Thanh Bình Lê Hưng Long Nguyễn Song Ngọc Chung
56	BL-T323WSB-2					Sat	15:30-18:45	
57	BL-T323WSB-3					Mon	08:00-11:15	
58	BL-T323WSB-4					Mon	12:00-15:15	
59	BL-T323WSB-5					Fri	15:30-18:45	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
60	CB-T323WSB-1	Consumer Behaviour	11/09/2023	17/12/2023	4-16/12/2023	Mon	08:00-11:15	Nguyễn Ngọc Quỳnh Thư Đinh Tiên Minh Võ Văn Dung
						Sat	12:00-15:15 (Guest speaker Week 369)	
61	CB-T323WSB-2					Tue	08:00-11:15	
						Sat	15:30-18:45 (Guest speaker Week 369)	
62	CB-T323WSB-3					Tue	12:00-15:15	
						Sat	12:00-15:15 (Guest speaker Week 4710)	
63	CB-T323WSB-4					Wed	08:00-11:15	
						Sat	15:30-18:45 (Guest speaker Week 4710)	
64	CB-T323WSB-5					Wed	12:00-15:15	
						Sat	08:00-11:15 (Guest speaker Week 369)	
65	CB-T323WSB-6					Mon	12:00-15:15	
						Sat	12:00-15:15 (Guest speaker Week 369)	
66	CB-T323WSB-7					Tue	08:00-11:15	
						Sat	15:30-18:45 (Guest speaker Week 369)	