Ho Chi Minh City, 17 March 2023

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ANNOUNCEMENT

Regarding: The enrolment for Semester 3 2022-2023 (Term 2 2023) TO: WSU Stage 1 students

The International School of Business would like to announce the enrolment for Western Sydney Bachelor students in Semester 3 2022-2023 (so-called Term 2 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, Friday **24 March** 2023 to 23:59 PM Saturday **25 March** 2023 on **MyISB** website (<u>http://myisb.isb.edu.vn</u>)

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:<u>HERE</u>) from 09:00 AM, 27 March to 23:59 PM, 29 March 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:

- <u>Step 1:</u> Go to ISB website: <u>www.myisb.isb.edu.vn</u>
- <u>Step 2:</u> Log-in to your MyISB account (Username and password)
- <u>Step 3:</u> Click **Enrolment** \rightarrow **Normal Enrolment** and follow the instructions in the system.
- <u>Step 4:</u> Select Subject -> Tick Subject class -> Click Save
- <u>Step 5:</u> Once you have completed the enrolment, go to **Enrolment** \rightarrow **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)

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HES	E ARE YOUR EN	ROLLED SUBJEC	TS - SEMESTER 2 (2018-2019		reeman emanant					
					Re-enrolment					
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lo -	ID aubjects	Subjects	Subjects	1	Other enrolment	Duantity	Enroll	Scheduln	Week	-
1	182001502503	PA-S119WS8-3	Principles of Accounting	Huýnh	Enrolment result	37	34	T4(7-10)602	2-4,7-1	- 34
2	182001502902	SB-S119WSB-2	Statistics for Business	Võ Đứ	Curotment result	37	35	T2(7-10)14.01,T5(7-10)14.01	7-12	- 51
	182001500601	BC-S119WSB-1	Business Communications	John E	Register specialized	40	27	T2(2-5)(3.01	2-4,7-1	- 94

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

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		International Setters	Strentlines (CRE	DITS TRA	INING	PORTA	LS				
Tuesday, 11	8/12/2	018	Home	System.	Announcement	Enrolment	Information	Log out			Helio Nguyễn	Ngọc Mai Anh
NORMAL	ENR	DLMENT - SEMES	TER 2 (2018-201	19)								
				Sub	jects Principles of	Accounting -	ACC201					
Choose	No	ID subjects	Subjects	3	Subjects		Locturer	Credits	Quantity	Enroll	Schedu	Save
- 10	1	182001502501	PA-S119WSB	1 Prir	cipies of Accounting	Hujnh	Thi Ngọc Anh	4	37	16	T2(7-10)602	2-4,7-15
- 61	2	182001502502	PA-S119WSB-	2 Prir	ciples of Accounting	Huỳnh	Thi Ngọc Anh	4	37	37	T3(7-10)602	2-4.7-15
	3	182001502503	PA-S119WSB-	3 Prir	ciples of Accounting	Hujnh	Thi Ngọc Anh	- 4	37	34	T4(7-10)602	2-4.7-15
		182001502504	PA-S119WSB	i Drie	ciples of Accounting	Market 1	Thi Nooc Anh	4	37	12	T6(7-10)602	2-4.7-15

5. Unit withdrawal:

- Census date, 12 May 2023, is the official deadline for finalizing your enrolment and fees for the Semester 3 2022-2023.
- 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 **12 May 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:

- 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 Class name] Semester 3 2022-2023 WSU.BBUS
- 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.tranthi@isb.edu.vn
- Reset MyISB account: Mr. Hoài, hoai.do@isb.edu.vn
- Other issues: 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 (**12 May 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.
- Please refer to the Student Handbook for more information.
- 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 before the census date.
- Currently, 2 subjects Academic English and Business Communications are no longer open for registration at Stage 1.
- Therefore, 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 BCOMM students:



For BBUS students:

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

No	Class	Unit Name	Start	End	Exam	Dav	Time	Teaching team
NO			Date	Date	Week	Day	Time	
1	BAS-T223WSB-1	ž/	023	023	2023	Mon	08:00-11:15	
2	BAS-T223WSB-2	Business Academic Skills	15/05/2023	27/08/2023	26/08/202	Mon	12:00-15:15	Anna Loseva, Pascal Chabot
3	BAS-T223WSB-3	2	15/	27/	14-2	Thu	<mark>08:00-1</mark> 1:15	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team	
	Class	Ont Name	Date	Date	Week	Day	Time		
4	PE-T223WSB-1			0		Mon	08:0 <mark>0</mark> -11:15		
5	PE-T223WSB-2					Mon	12:00-15:15		
6	PE-T223WSB-3	Co	~		23	Fri	08:00-11:15		
7	PE-T223WSB-4		5/05/2023	27/08/2023	14-26/08/2023	Fri	12:0 <mark>0-</mark> 15:15	Kinwah Lo Nguyễn Thị Hoàng Anh	
8	PE-T223WSB-5	Principles of Economics	15/05		-26/0	<mark>Thu</mark>	<mark>15:30-18:45</mark>	Phạm Đình Long _ Phạm Tiết Huy _	
9	PE-T223WSB-6		DNO		14	Wed	08:00-11:15		
10	PE-T223WSB-7					Mon	15:30-18:45		
11	PE-T223WSB-8					Tue	15:30-18:45		

No	Class Unit Name		Start	End	Exam	Dev	Time	Tooshing toom
No	Class	Unit Name	Date	Date	Week	Day	Time	Teaching team
12	PM-T223WSB-1	200	P.IV.	1.1	574	Thu	12:00-15:15	
13	PM-T223WSB-2	GBRIN				Thu	15:30-18:45	
14	PM-T223WSB-3		15/05/2023	27/08/2023	2023	Mon	15:30-18:45	Lê Nguyễn Huệ Miên
15	PM-T223WSB-4	Principles of Management			14-26/08/2023	Fri	15:30-18:45	Hồ Tuấn Vinh
16	PM-T223WSB-5				14-26	Tue	12:00-15:15	_
17	PM-T223WSB-6	E				Wed	08:0 <mark>0</mark> -11:15	
18	PM-T223WSB-7			1.4		Wed	12:00-15:15	

No	Class	Unit Name	t Name Start End Exam		Exam	Dav	Time	Tooching toom
INO	Class	Unit Name	Date	Date	Week	Day	Time	Teaching team
19	PMk-T223WSB-1		10	772	2	Tue	08:00-11:15	
20	PMk-T223WSB-2		19	10		Wed	08:00-11:15	
21	PMk-T223WSB-3		023	023	2023	Thu	08:00-11:15	Trần Hoàng Mỹ Linh Phan Thanh Lộc
22	PMk-T223WSB-4	Principles of Marketing	15/ <mark>0</mark> 5/2023	27/08/2023	26/ <mark>0</mark> 8/2023	Tue	15:30-18:45	Nguyễn Thúy Hằng
23	PMk-T223WSB-5		15/	27/	14-2(Wed	15:30-18:45	Trần Ngọc Phú
24	PMk-T223WSB-6					<mark>Wed</mark>	<mark>15:30-18:45</mark>	
25	PMk-T223WSB-7					Thu	15:30-18:45	

No	Class	Unit Name	Start	End	Exam	Dav	Time	Teaching team	
NO	Class	Onit Name	Date	Date	Week	Day	Time	reaching team	
26	PA-T223WSB-1	201	KIN	H T	Ē	Tue	12:00-15:15		
27	PA-T223WSB-2	NHO	_		-	Tue	15:30-18:45		
28	PA-T223WSB-3	2	15/05/2023	27/08/2023	2023	Thu	12:00-15:15	Huỳnh Thị Ngọc Anh	
29	PA-T223WSB-4	Principles of Accounting			14-26/08/2023	Thu	15:30-18:45	Nguyễn Thùy Nhung	
30	PA-T223WSB-5	9/	15/	27/	14-26	Wed	12:00-15:15	Phạm Phương Kha	
31	PA-T223WSB-6	ž/				Tue	12:00-15:15		
32	PA-T223WSB-7			1		Wed	15:30-18:45		
		9							

No	Class	Unit Name	Start	End	Exam	Davi	Time	Tooshing toom	
NO	Class	Unit Name	Date	Date	Week	Day	Time	Teaching team	
33	SB-T223WSB-1	3				Tue	08:00-11:15		
34	SB-T223WSB-2	31	m	3	23	Sat	08:00-11:15		
35	SB-T223WSB-3		15/05/2023	27/08/202	14- <mark>2</mark> 6/08/202	Tue	15:30-18:45	Bùi Anh Tuấn	
36	SB-T223WSB-4	Statistics for Business				Thu	15:3 <mark>0-</mark> 18:45	Võ Đức Hoàng Vũ Nguyễn Thị Thu Vân	
37	SB-T223WSB-5	Op.	Ĥ			Fri	08:00-11:15		
38	SB-T223WSB-6	ECC	NO	inc.	534	Fri	12:00-15:15		

No	Class	Unit Name Start End Exam		Exam	Dev	Time	Tooshing toom		
NO	Class	Onit Name	Date	Date	Week	Day	Time	Teaching team	
39	HRM-T223WSB-1	201	Kin	n T	ETA	Mon	08:00-11:15		
40	HRM-T223WSB-2		en e	m	23	Mon	12:00-15:15		
41	HRM-T223WSB-3	Human Resource	15/05/202	27/08/2023	14- <mark>26/08/20</mark> 23	<mark>Wed</mark>	<mark>12:00-15:15</mark>	Lê Thị Thanh Xuân	
42	HRM-T223WSB-4	Management			-26/0	Fri	15:30-18:45	Trần Nguyệt Quế Mark Benesio Carace	
43	HRM-T223WSB-5		Ч	2	14-	<mark>Sat</mark>	<mark>08:00-11:15</mark>		
44	HRM-T223WSB-6	2/				<mark>Sat</mark>	<mark>12:00-15:15</mark>		
				2	R		II		

Nie	Class	Unit Name -	Start	End	Exam	Devi	Time	Taashina taam
No	Class	Unit Name	Date	Date	Week	Day	Time	Teaching team
45	IB-T223WSB-1	3		0		<mark>Mon</mark>	<mark>08:00-11:15</mark>	
46	IB-T223WSB-2	3	m	m	123	Tue	15:30-18:45	
47	IB-T223WSB-3	2	15/05/202	27/08/2023	8/20	Wed	15:30-18:45	Adam Briffett
48	IB-T223WSB-4	International Business			26/08/2023	Fri	15:30-18:45	Phạm Thị Bích Ngọc
49	IB-T223WSB-5	2	1,1	27	14-	<mark>Mon</mark>	<mark>12:00-15:15</mark>	
50	IB-T223WSB-6	RIN		_		Tue	<mark>08:00-11:15</mark>	
			NO	MIC	222-			

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
NO	Class	Ont Name	Date	Date	Week	Day	Time	
						Mon	08:00-11:15	
51	CB-T223WSB-1		1	N KI	NH	<mark>Fri</mark>	<mark>15:30-18:45</mark>	
			20	-	_	•••	<mark>(Guest speaker - Week 369)</mark>	
		- 63	-			Tue	08:00-11:15	
52	CB-T223WSB-2	Q.,				<mark>Sat</mark>	08:00-11:15	
		9/			1	Juc	<mark>(Guest speaker - Week 369)</mark>	
		51	1000		100	Tue	08:00-11:15	
53	CB-T223WSB-3	SI			6	<mark>Sat</mark>	<mark>12:00-15:15</mark>	
		21				Juc	<mark>(Guest speaker - Week 369)</mark>	
		E			23	Tue	12:00-15:15	
54	CB-T223WSB-4		023	023	/20	<mark>Sat</mark>	<mark>15:30-18:45</mark>	Nguyễn Ngọc Quỳnh Thư
		Consumer Behaviour	15/2	8/2	/08/	Jac	<mark>(Guest speaker - Week 369)</mark>	Đinh Tiên Minh
			15/05/2023	27/08/2023	14-26/08/2023	Tue	15:30-18 <mark>:</mark> 45	Võ Văn Dung
55	CB-T223WSB-5	911	7	~	14	<mark>Sat</mark>	<mark>12:00-15:15</mark>	
		3			100	Sat	<mark>(Guest speaker - Week 369)</mark>	
		3			1	Wed	08:00-11:15	
56	CB-T223WSB-6	GMINNERSTA		10	777	Sat	<mark>15:30-18:45</mark>	
		T.C.			1.1	Sat	<mark>(Guest speaker - Week 369)</mark>	
			-		C (C	Wed	12:00-15:15	
57	CB-T223WSB-7	1	-	-		<mark>Sat</mark>	<mark>12:00-15:15</mark>	
		0	Ren			Jac	<mark>(Guest speaker - Week 4710)</mark>	
				ON	CN CI	Wed	15:30-18:45	
58	CB-T223WSB-8				2011	Sat	<mark>15:30-18:45</mark>	
						Jai	<mark>(Guest speaker - Week 4710)</mark>	

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
	Cluss		Date	Date	Week	Day	Time	
59	CF-T223WSB-1					Thu	08:00-11:15	
60	CF-T223WSB-2	Corporate Finance	ŝ	m	023	Wed	08:00-11:15	Nguyễn Đức Nguyên
61	CF-T223WSB-3		15/0 <mark>5</mark> /2023	27/08/2023	8/2(Mon	15:30-18:45	Từ Thị Kim Thoa
62	CF-T223WSB-4			//08	26/08/202	Fri	08:00-11:15	Phạm Quang Anh Thư
63	CF-T223WSB-5	2		5	14-	Mon	15:30-18:45	Trần Duy Phong
64	CF-T223WSB-6	2/	-			Fri	15:30-18:45	
		0				3		

							and the second					
No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team				
			Date	Date	Week							
65	BL-T223WSB-1	Business Law	15/05/2023	27/08/2023	14-26/08/2023	Wed	15:30-18:45	Hà Thị Thanh Bình Lê Hưng Long Nguyễn Song Ngọc Chung				
66	BL-T223WSB-2					Sat	08:00-11:15					
67	BL-T223WSB-3					Mon	<mark>08:00-1</mark> 1:15					
68	BL-T223WSB-4					Mon	12:00-15:15					
69	BL-T223WSB-5					Thu	08:00-11:15					
70	BL-T223WSB-6					Thu	12:00-15:15					

No	Class	Unit Name	Start	End	Exam	Day	Time	Teaching team
			Date	Date	Week			
71	MR-T223WSB-1	Marketing Research	15/05/2023	m	-26/08/2023	Tue	08:00-11:15	-
72	MR-T223WSB-2			7/08/2023		Tue	12:00-15:15	
73	MR-T223WSB-3					Mon	12:00-15:15	
74	MR-T223WSB-4			2	14-	Mon	15:30-18:45	

