

ANNOUNCEMENT

Regarding: The enrolment for Semester 1 2021-2022 (Term 3 2021)

TO: WSB Stage 2 students

The International School of Business would like to announce the enrolment for Western Sydney Bachelor students in Semester 1 2021-2022 (so-called Term 3 2021) as follows.

1. **Enrollee:** Western Sydney Bachelor students in Stage 2
2. **Enrolment requirements:**
 - Student are required to enroll the units from **8:00 AM, Thursday 05 August 2021 to 24:00 PM Friday 06 August 2021 in BOTH**
 - MyISB (<http://myisb.isb.edu.vn>)
 - MyStudentRecord (<https://mysr.westernsydney.edu.au/connect/webconnect>)
 - All students must follow the course structure and requirements and are strongly recommended to select the unit which are planned in the Tentative Student List
 - Students, who enroll to a retake unit or the unit which are not arranged in the Tentative student list, or cannot self-enroll due to technical issues, are required to lodge **Add-drop subjects request form ONLINE** before **16:00 PM, 03 September 2021**.
(Link <https://forms.gle/2qUmFAmzK7Uw5QQ38>)
3. **Enrolment instructions:**
 - ❖ **MyISB:** You are required to do the following steps.
 - 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 of 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 confirmationMore information on how to use MyISB can be found [HERE](#)
 - ❖ **MyStudentRecord (MySR):** The below basic steps need to be done:
 - Step 1: Go to Western Sydney website: <https://www.westernsydney.edu.au/>
 - Step 2: Sign into your My Student Record system
 - Step 3: Select **Enrol** -> **Select your course (2786 Bachelor of Business – 2021)**
 - Step 4: Click on **Select your unit** -> Type the **unit code** only (*find at the schedule table, page 3*) -> click **Get unit****(NOTES:** The correct teaching period you have to choose for all units is **2021 UEH T3**)
 - Step 5: Tick **Add** -> **Add to cart** -> **Proceed to check out** -> **Confirm**
 - Step 6: Check your enrolment by going to **View current enrolment**. If your unit is moved to **Current units** with the status **Enrolled**, your enrolment is successful.More instruction on MySR enrolment is [HERE](#).

4. Unit withdrawal:

- **Census date, 03 September 2021**, is the official deadline for finalizing your enrolment and fees for the Semester 1 2021-2022 (Term 3 2021).
- Once this date has passed, you are committed to the units and classes 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.

In order to withdraw a unit, students need to submit a withdrawal form **ONLINE** before the census date. (Link <https://forms.gle/2gUmFAmzK7Uw5QQ38>)

5. Payment:

- Students have to pay the required tuition according to the tuition announcement sent personally to the student emails either in cash or by bank transfer before **03 September 2021**.
 - In cash/ debit or credit cards:
 - 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: Viện Đào tạo Quốc tế
 - Account Number: 00361 00000 179 001
 - Bank: Ngân hàng TMCP Phương Đông (OCB), Chi Nhánh Gia Định
 - Content: [Họ và tên sinh viên – Mã số SV] Học kỳ 1, 2021 – 2022 WSU Program
- Students from cohort 2018 on, can view the required tuition fee on MyISB, 2 days after successful enrolment on MyISB by logging in your MyISB account -> Information -> Học phí lớp học phần
- Students who attend Education Finance Program (EduFin) with monthly installments, will follow tuition announcement and deadlines sent separately by Bella Group.

6. Contacts:

- Tuition fee: Ms. Thảo Trần, thao.tran@isb.edu.vn
- MyISB support: Mr. Tuấn, tuan.nguyen@isb.edu.vn
- Other issues: Ms. Hoàng Anh, wsuprogram@westernsydney.edu.vn

7. Notes:

- Students must check schedules on the MyISB website and attend the right classes. Students are not allowed to change the classes or units without the school's approval.
- Students who have not paid their tuition fees by the due date (**03 September 2021**) will have an encumbrance placed on their student records. In order to have this encumbrance removed, all outstanding fees must be paid.
- If this encumbrance is added to your account,
 - Your enrolment in the current session will be cancelled
 - You may not be able to re-enrol for the next teaching session
 - We will not issue academic documents or transcripts related to your enrolment
 - You will not be able to graduate
- Students are advised to keep a record of payment for confirmation purposes.

PROPOSED COURSE SCHEDULE

No	Class	Unit Code	Unit Name	Start	End	Exam Week	Time	Lecturers	
1	EIM-T321WSB-1	200911	Enterprise Innovation and Markets	06 September 2021	12 December 2021	06 - 11 December 2021	Thu	12:00-15:15	Huỳnh Quang Minh
2	EIM-T321WSB-2	200911	Enterprise Innovation and Markets				Thu	15:30 - 18:45	Huỳnh Quang Minh
3	MR-T321WSB-1	200592	Marketing Research				Mon	08:00-11:15	Huỳnh Bá Chân Như
4	FIM-T321WSB-1	200048	Financial Institutions and Market				Fri	08:00-11:15	Phạm Quốc Hùng
5	FIM-T321WSB-2	200048	Financial Institutions and Market				Fri	12:00-15:15	Phạm Quốc Hùng
6	FIM-T321WSB-3	200048	Financial Institutions and Market				Sat	08:00-11:15	Phạm Quốc Hùng
7	IM-T321WSB-1	200819	Investment Management				Sat	12:00-15:15	Phùng Đức Nam
8	IM-T321WSB-2	200819	Investment Management				Sat	08:00-11:15	Phùng Thái Minh Trang
9	IM-T321WSB-3	200819	Investment Management				Fri	15:30 - 18:45	Phùng Thái Minh Trang

10	WP-T321WSB-1	200914	Working in Professions				Fri	08:00-11:15	Hà Tuấn Anh
11	SABV-T321WSB-1	200921	Security Analysis and Business Valuation				Sat	08:00-11:15	Võ Hồng Đức
12	SABV-T321WSB-2	200921	Security Analysis and Business Valuation				Sat	12:00-15:15	Võ Hồng Đức
13	SABV-T321WSB-3	200921	Security Analysis and Business Valuation				Sat	15:30 - 18:45	Võ Hồng Đức
14	EFEP-T321WSB-1	200537	Economics and Finance Engagement Project				Sat	15:30 - 18:45	Đoàn Anh Tuấn
15	DTC-T321WSB-1	200918	Design Thinking for Creativity				Fri	08:00-11:15	Đoàn Đức Minh
16	DTC-T321WSB-2	200918	Design Thinking for Creativity				Fri	12:00-15:15	Đoàn Đức Minh
17	DTC-T321WSB-3	200918	Design Thinking for Creativity				Sat	08:00-11:15	Đoàn Đức Minh
18	LE-T321WSB-1	200863	Leadership and Entrepreneurship				Fri	08:00-11:15	Peter Michael Saram
19	LE-T321WSB-2	200863	Leadership and Entrepreneurship				Fri	12:00-15:15	Peter Michael Saram
20	BBM-T321WSB-1	200091	Business to Business Marketing				Fri	15:30 - 18:45	Hồ Phú Hải

21	BBM-T321WSB-2	200091	Business to Business Marketing			Sat	08:00-11:15	Hồ Phú Hải
22	MPP-T321WSB-1	200096	Marketing Planning Project			Sat	15:30 - 18:45	Trâm Nguyễn
23	ESA-T321WSB-1	200589	Export Strategy and Applications			Fri	15:30 - 18:45	Hoàng Thu Hằng
24	IMk-T321WSB-1	200094	International Marketing			Sat	08:00-11:15	Nguyễn Văn Thăng Long
25	IMk-T321WSB-2	200094	International Marketing			Sat	12:00-15:15	Nguyễn Văn Thăng Long
26	IBS-T321WSB-1	200626	International Business Strategy			Sat	08:00-11:15	Peter Michael Saram
27	SE-T321WSB-1	200915	The Service Enterprise			Fri	08:00-11:15	Đào Kim Nguyễn Thụy Hằng
28	SE-T321WSB-2	200915	The Service Enterprise			Fri	12:00-15:15	Đào Kim Nguyễn Thụy Hằng
29	IBP-T321 WSB-1	200590	International Business Project			Mon	08:00-11:15	Nguyễn Hoàng Lê