

Ho Chi Minh City, 01 December 2018

ANNOUNCEMENT

Regarding: the enrolment for Semester 2 (2018-2019)

TO: All ISB.BBus students

The International School of Business would like to announce the enrolment for ISB.BBus students in the Semester 2 (2018-2019) as follow:

1. **Enrollee:** All ISB.BBus K40, K41, K42, K43, K44 students
2. **Online enrolment dates:**
 - **For K40, K41, K42: From 8:00 on 11 December 2018 to 24:00 on 12 December 2018**
 - **For K43, K44: Be enrolled automatically according to school's plan.**
3. **Enrolment requirements:**
 - All students must follow the course structure and requirements.
 - Any student who want to retake/re-enroll to any subject in the listed subject is required to submit an Add/Drop subject form to Ms.Vi Do – Program Administrator, **before 4:00PM 12 Dec 2018.**
 - All students who want to enroll into another subject for the coming quarter are required to submit an Add/Drop subject form to Ms.Vi Do – Program Administrator **before 4:00PM 12 Dec 2018.**
 - The forms can be downloaded on online.isb.edu.vn (or myisb.isb.edu.vn).
4. **Enrolment instructions:**

To enroll in a unit, you are required to do the following steps.

Step 1: Go to ISB website: www.myisb.isb.edu.vn (www.online.isb.edu.vn/)

Step 2: Log-in to the online system using your student account (Username and password)

Step 3: Click “Đăng ký học→Đăng ký theo kế hoạch” and follow the instructions.

Step 4: Once you have completed the enrolment, go to “Đăng ký học→Kết quả đăng ký” to check the enrolment confirmation.

Step 5: Go to “Thông tin→Học phí lớp học phần”/ “Học phí đã nộp” to check the tuition information.
5. **Unit withdrawal:**
 - In order to withdraw a unit, students need to submit a required form (which can be downloaded at: www.myisb.isb.edu.vn (www.online.isb.edu.vn) and all related documents to Student Service Department – Ground Floor, 17 Pham Ngoc Thach, Ward 6, District 3, HCMC.
 - The deadline will be **4:00PM 12 Dec 2018.**
Any request after this date will not be considered.
6. **Payment:**
 - 6.1. **General information:**
 - For K41,K42,43 and K44 tuition depends on the number of units that students enroll in for the Semester 2 (2017-2018).
 - o Fee per credit for Vietnamese units: 750,000VNĐ/credit.
 - o Fee per credit for English units: 1,420,000VNĐ/credit.
 - o Go to “Thông tin→Học phí lớp học phần” to check the tuition status after completing the payment.

- For those who still have the tuition debt of Final Business Project course, the tuition payment will include **14,200,000** and the tuition of enrolled courses for the next semester.

6.2. Payment deadline:

- For K41, K42, K43 and K44, payment is required to be made from **20 Dec 2018 to 27 Dec 2018**

6.3. Payment method:

- a. Option 1: Go to Phuong Dong Bank (OCB) at any city.

Deposit money to bank account: **Trường Đại học Kinh tế TP. Hồ Chí Minh**

Account number: **0036100000119009**

- b. Option 2: Transfer to bank account: **Trường Đại học Kinh tế TP. Hồ Chí Minh.**

Account number: **0036100000119009**

- c. Option 3: Go to www.payment.ueh.edu.vn, choose **Gate 3** to make an online payment.

- d. Option 4: Pay by card (ATM, Visa, Master,...) at UEH Accounting Department (A.009 – 59C Nguyen Dinh Chieu, Ward 6, District 3) or at Phuong Dong Bank (OCB) at 17 Pham Ngoc Thach, Ward 6, District 3, HCMC.

6.4. Requirements:

- Transaction content must be: **Student name-Student ID-Class.**
- Student must email a copy of the invoice to ISB Accounting Department (accounting@isb.edu.vn) after making payment. If you have any questions about tuition fees, do not hesitate to contact Ms. Phuong (The Accounting Department) – via *Phone: 08.3823356* or *Email: accounting@isb.edu.vn*

7. Notes:

- Students must check schedules on the website and attend the right classes. Students are not allowed to change the classes or units without the school's approval.
- Students who still own tuition fees after the tuition payment deadline (**27 December 2018**) will be eliminated from their enrolled classes.
- After payment submission, students need to keep all bank statements for payment confirmation if required.

DEAN

(Signed)

Assoc.Prof. Quan Tran

ESTIMATED SCHEDULE – K42

No.	Subject code	Subject	COURSE				Lecturer
			Start date	End date	Day	Time	
1	MC-DH42ISB-1	Management of Change	02/01/2019	21/05/2019	Wed	13:00 – 16:15	Nika Salvetti
2	MC-DH42ISB-2	Management of Change	02/01/2019	21/05/2019	Fri	8:00 – 11:15	Nika Salvetti
3	HRM-DH42ISB-3	Human Resource Management	02/01/2019	21/05/2019	Thu	13:00 – 16:15	Lê Thị Thanh Xuân
4	SMA-DH42ISB-1	Surveys & Multivariate Analysis	02/01/2019	21/05/2019	Wed	8:00 – 11:15	Nguyễn Đình Thọ
5	SMA-DH42ISB-2	Surveys & Multivariate Analysis	02/01/2019	21/05/2019	Wed	8:00 – 11:15	Nguyễn Đình Thọ.
6	SMA-DH42ISB-3	Surveys & Multivariate Analysis	02/01/2019	21/05/2019	Mon	8:00 – 11:15	Trần Vĩ

7	SMk-DH42ISB-1	Services Marketing	02/01/2019	21/05/2019	Thu	8:00 – 11:15	Nguyễn Thị Mai Trang
8	SM-DH42ISB-1	Strategic Management	02/01/2019	21/05/2019	Tue	8:00 – 11:15	Michael Saram
9	SM-DH42ISB-2	Strategic Management	02/01/2019	21/05/2019	Tue	13:00 – 16:15	Michael Saram
10	FA-DH42ISB-1	Financial Accounting	02/01/2019	21/05/2019	Thu	8:00 – 11:15	Huỳnh Thị Ngọc Anh
11	IFM-DH42ISB-1	International Financial Management	02/01/2019	21/05/2019	Fri	13:00 – 16:15	Vũ Việt Quảng
12	HCMI-DH42ISB-1	Ho Chi Minh Ideology	02/01/2019	21/05/2019			TBA
13	HCMI-DH42ISB-2	Ho Chi Minh Ideology	02/01/2019	21/05/2019			TBA

**This is an estimated schedule. Some courses might be rescheduled in order to avoid scheduling conflicts.*

ESTIMATED SCHEDULE – K43

No.	Subject code	Subject	COURSE				Lecturer
			Start date	End date	Day	Time	
1	MA-DH43ISB-1	Managerial Accounting	02/01/2019	21/05/2019	Fri	13:00 – 16:15	Nguyễn Phong Nguyên
2	MA-DH43ISB-2	Managerial Accounting	02/01/2019	21/05/2019	Mon	8:00 – 11:15	Đoàn Anh Tuấn
3	MA-DH43ISB-3	Managerial Accounting	02/01/2019	21/05/2019	Wed	8:00 – 11:15	Phạm Thị Ngọc Bích
4	MA-DH43ISB-4	Managerial Accounting	02/01/2019	21/05/2019	Fri	8:00 – 11:15	Phạm Thị Ngọc Bích
5	OB-DH43ISB-1	Organisational Behaviour	02/01/2019	21/05/2019	Mon	8:00 – 11:15	Nguyễn Hữu Đăng Khoa
6	OB-DH43ISB-2	Organisational Behaviour	02/01/2019	21/05/2019	Fri	8:00 – 11:15	Nguyễn Hữu Đăng Khoa
7	CB-DH43ISB-1	Consumer Behaviour	02/01/2019	21/05/2019	Wed	13:00 – 16:15	Lê Nhật Hạnh
8	CF-DH43ISB-1	Corporate Finance	02/01/2019	21/05/2019	Wed	8:00 – 11:15	Từ Thị Kim Thoa
					Thu	8:00 – 11:15	

9	CF-DH43ISB-2	Corporate Finance	02/01/2019	21/05/2019	Wed	13:00 – 16:15	Từ Thị Kim Thoa
					Thu	13:00 – 16:15	
10	CF-DH43ISB-3	Corporate Finance	02/01/2019	21/05/2019	Tue	13:00 – 16:15	Từ Thị Kim Thoa
					Fri	8:00 – 11:15	
11	CF-DH43ISB-4	Corporate Finance	02/01/2019	21/05/2019	Mon	13:00 – 16:15	Vũ Việt Quảng
12	HRM-DH43ISB-3	Human Resource Management	02/01/2019	21/05/2019	Tue	8:00 – 11:15	Lê Thị Thanh Xuân
13	MR-DH43ISB-1	Marketing Research	02/01/2019	21/05/2019	Mon	8:00 – 11:15	Hồ Trọng Nghĩa
14	MR-DH43ISB-2	Marketing Research	02/01/2019	21/05/2019	Thu	13:00 – 16:15	Hồ Trọng Nghĩa
15	MR-DH43ISB-3	Marketing Research	02/01/2019	21/05/2019	Mon	13:00 – 16:15	Vũ Quang Nguyên
16	MR-DH43ISB-4	Marketing Research	02/01/2019	21/05/2019	Thu	8:00 – 11:15	Vũ Quang Nguyên
17	RLCP-DH43ISB-1	The Revoluntary Lines of the Communist Party of Vietnam	02/01/2019	21/05/2019	TBA		
18	RLCP-DH43ISB-2	The Revoluntary Lines of the Communist Party of Vietnam	02/01/2019	21/05/2019	TBA		

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UNIVERSITY OF ECONOMICS HCMC
INTERNATIONAL SCHOOL OF BUSINESS

ESTIMATED SCHEDULE – K44

No.	Subject code	Subject	COURSE				Lecturer
			Start date	End date	Day	Time	
1	BC-DH44ISB-5	Business Communication	02/01/2019	21/05/2019	Tue	8:00 – 11:15	James Lawrence Weisman
2	BC-DH44ISB-6	Business Communication	02/01/2019	21/05/2019	Tue	13:00 – 16:15	James Lawrence Weisman
3	MB-DH44ISB-1	Mathematics for Business	02/01/2019	21/05/2019	Mon	8:00 – 11:15	Nguyễn Thị Thu Vân
4	MB-DH44ISB-2	Mathematics for Business	02/01/2019	21/05/2019	Tue	8:00 – 11:15	Nguyễn Thị Thu Vân
5	MB-DH44ISB-3	Mathematics for Business	02/01/2019	21/05/2019	Wed	8:00 – 11:15	Nguyễn Thị Thu Vân
6	MB-DH44ISB-4	Mathematics for Business	02/01/2019	21/05/2019	Thu	8:00 – 11:15	Nguyễn Thị Thu Vân
7	MB-DH44ISB-5	Mathematics for Business	02/01/2019	21/05/2019	Mon	13:00 – 16:15	Nguyễn Thị Thu Vân

8	MB-DH44ISB-6	Mathematics for Business	02/01/2019	21/05/2019	Tue	13:00 – 16:15	Nguyễn Thị Thu Vân
9	MB-DH44ISB-7	Mathematics for Business	02/01/2019	21/05/2019	Wed	13:00 – 16:15	Nguyễn Thị Thu Vân
10	SB-DH44ISB-2	Statistics for Business	02/01/2019	21/05/2019	Tue	13:00 – 16:15	Nguyễn Hoàng Vũ
11	SB-DH44ISB-3	Statistics for Business	02/01/2019	21/05/2019	Thu	13:00 – 16:15	Nguyễn Hoàng Vũ
12	SB-DH44ISB-4	Statistics for Business	02/01/2019	21/05/2019	Sat	8:00 – 11:15	Nguyễn Hoàng Vũ
13	PE-DH44ISB-3	Principles of Economics	02/01/2019	21/05/2019	Wed	13:30 – 16:45	Đình Công Khải
14	PE-DH44ISB-4	Principles of Economics	02/01/2019	21/05/2019	Fri	13:30 – 16:45	Đình Công Khải
15	PMk-DH44ISB-1	Principles of Marketing	02/01/2019	21/05/2019	TBA		Trần Hà Minh Quân
16	PMk-DH44ISB-2	Principles of Marketing	02/01/2019	21/05/2019	TBA		Trần Hà Minh Quân
17	PMk-DH44ISB-3	Principles of Marketing	02/01/2019	21/05/2019	TBA		Trần Hà Minh Quân
18	PMk-DH44ISB-4	Principles of Marketing	02/01/2019	21/05/2019	TBA		Trần Hà Minh Quân
19	PA-DH44ISB-1	Principles of Accounting	02/01/2019	21/05/2019	Mon	8:00 – 11:15	Manoj Menon

20	PA-DH44ISB-2	Principles of Accounting	02/01/2019	21/05/2019	Mon	13:00 – 16:15	Manoj Menon
21	PA-DH44ISB-3	Principles of Accounting	02/01/2019	21/05/2019	Wed	8:00 – 11:15	Manoj Menon
22	PA-DH44ISB-4	Principles of Accounting	02/01/2019	21/05/2019	Fri	8:00 – 11:15	Manoj Menon
23	PA-DH44ISB-5	Principles of Accounting	02/01/2019	21/05/2019	Tue	8:00 – 11:15	Huỳnh Thị Ngọc Anh
26	PM-DH44ISB-1	Principles of Management	02/01/2019	21/05/2019	TBA		Douglas Monroe
27	PM-DH44ISB-2	Principles of Management	02/01/2019	21/05/2019	TBA		Douglas Monroe
28	ME-DH44ISB-1	Managerial Economics	02/01/2019	21/05/2019	Thu	8:00 – 11:15	Phạm Đình Long
29	ME-DH44ISB-2	Managerial Economics	02/01/2019	21/05/2019	Thu	13:00 – 16:15	Phạm Đình Long

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