



WASHINGTON SYCIP  
GRADUATE SCHOOL  
OF BUSINESS

isep INTERNATIONAL STUDENT  
EXCHANGE PROGRAM

## INTERNATIONAL STUDENT EXCHANGE PROGRAM (ISEP) FACTSHEET



### ABOUT THE SCHOOL

The Asian Institute of Management (AIM) is an Asian pioneer in management education. The Institute was founded in 1968 by a consortium of prominent business leaders, Philippine academic institutions, and the Harvard Business School.

AIM is the first school in Southeast Asia to receive accreditation from the US-based Association to Advance Collegiate Schools of Business (AACSB), globally recognized as having the world's highest standards.

Throughout its history, the Institute has sought to empower students to thrive in challenging, rapidly shifting environments. It achieves this by encouraging a more considerate, effective, and sustainable approach to business in society.

### SCHOOL MAILING ADDRESS

Asian Institute of Management  
Washington SyCip Graduate School of Business (WSGSB)  
123 Paseo de Roxas, Makati City  
1229 Metro Manila, Philippines  
T: +63 2 8892-4011  
W: <https://wgsb.aim.edu/>

DETAILS ARE SUBJECT TO CHANGE





## CONTACT

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## EXCHANGE CALENDAR

Term	Fall/Autumn
Expected Arrival Date	A week before the start of the term
Orientation	Arranged individually
Start of Term	First week of September
End of Term	First week of December
Expected Departure Date	At least five days after end of term

## NOMINATION PROCESS AND DEADLINE

The Exchange Coordinator from partner school must send their nomination to AIM **on or before May 1**. The link to the nomination form will be provided separately as soon as the nomination period opens. Information like the student’s full name, school email address and a one-page CV/resume of the student will be required.

### APPLICATION REQUIREMENTS AND DEADLINE

1. Completed online application form.
2. High resolution picture in .jpg format.
3. Clear copy of the student’s passport information page.

4. A recent copy of the student’s school transcript, in English
5. Verification of English proficiency

The link to the application form will be provided by AIM after officially receiving the student nomination from the partner school. The deadline for the application form is **on or before May 15**.



## QUALIFICATIONS FOR EXCHANGE STUDENTS

- ✓ Students must be in their senior year of the school's MBA or Master program.
- ✓ Students must have one year of relevant work experience through full/part-time management jobs or internships.
- ✓ Students must be proficient in English. Students who are not native speakers of English must have an English language proficiency score between 80-120 (TOEFL). A language proficiency letter signed by the home university will be accepted for students who do not have an official test score.

## LANGUAGE OF INSTRUCTION

All courses are taught in English.



## COURSE WORKLOAD

The maximum elective workload for exchange students is 10 AIM units.

1 unit = 15 classroom hours

2 units = 30 classroom hours

## SAMPLE ELECTIVE COURSE TITLES

### Finance Concentration

Mergers and Acquisitions  
Investment Banking  
Portfolio Management  
Fixed Income Market  
Analysis and Strategies  
Financial Risk  
Management  
Advanced Valuation

### Marketing Concentration

Digital Marketing  
Retail Marketing  
Sales Management  
Customer Relationship  
Management  
Brand Management

### FinTech Concentration

Introduction to Fintech  
Categories of Fintech (Pay, Borrow, Insure, Invest)  
Key Enablers, Ecosystem and Stakeholders  
Business Model

### Business Analytics Concentration

Network Analytics  
Data Strategy  
Artificial Intelligence  
Applied Analytics with Apps

### Sustainable Finance Concentration

Special Topics on Sustainability  
Venture Capital for Impact  
Sustainable Business Model  
Sustainable Supply Chain

## LEARNING METHODOLOGY

Class Format: AIM uses the case method, which means students are expected to participate actively in live, extemporaneous discussion. For most courses, class participation accounts for more than 50% of the total grade. Students may also be asked to perform field research by hands-on field projects. Students may be sent to corporate internships. Management games and simulations are also used. The AIM culture emphasizes analysis of facts, exploration of alternative courses of action, and simulates real life managerial decision-making experiences.

Exams: Exams are given on a case-to-case basis. In lieu of exams, students are required to submit group projects, individual reflection papers and reports.

## TRANSCRIPT OF RECORDS

A copy of the official transcript will be emailed to the partner school's exchange office two months after the end of term. Should a physical copy be required, the student must inform AIM's contact person.



## VISA REQUIREMENTS

International students who are accepted for study in AIM are required to secure a 47(a)(2) Special Non-Immigrant single entry visa. It is a visa similarly granted to expatriate businessmen, among others. Do not attempt to come in under a tourist visa. Declare if you have dual citizenship.

The initial 47(a)(2) visa is a single-entry visa and is valid for travel within three months upon issuance. The process is fixed by law. Requirements vary from country to country. Please check with the Philippine Embassy/Consulate nearest you for the requirements of the single-entry visa. AIM is required by the Department of Justice (DOJ) and Department of Foreign Affairs (DFA) to apply for entry clearances to support the visa application of the student. The student can only apply for the 47(a)(2) visa in the home country after the entry clearances have been approved by DOJ and DFA.

Upon arrival, AIM's Office of the Registrar will need to process the validity extension of the 47(a)(2) visa. The visa extension will do two things.

- It will extend the validity of the visa to cover the entire duration of the program.
- It will allow the student multiple-entry privileges.

To allow AIM to facilitate your entry clearances and visa extensions, the Office of the Registrar requires you to submit the following upon arrival in AIM:

- Passport (valid for at least 18 months from the time classes start)
- Application form to be provided by the Office of the Registrar upon arrival
- Visa extension fee is approximately US\$ 135

The submission of the requirements for the visa extension should be done within the first two weeks of arrival in AIM. The extension process may take up to eight weeks or more. Students are advised that they cannot travel outside the Philippines while their visa extensions are being processed.

## ESTIMATED EXPENSES

<b>ISEP Fee</b> (required for incoming exchange students)	US\$ 280
<b>Tuition Fee</b>	Not applicable
<b>Living Allowance</b>	
Housing outside campus (US\$ 700/month x 3 months)	US\$ 2,100
Meals (US\$ 550/month x 3 months)	US\$ 1,650
Personal and incidental allowances (US\$ 150/month x 3 months)	US\$ 450
<b>Visa Extension Fee</b>	US\$ 135
The student must coordinate with the Office of the Registrar for complete information on the process.	
<b>TOTAL ESTIMATED COST</b>	US\$ 4,615