GRADUATE EXCHANGE FACT SHEET

BENTLEY UNIVERSITY

APPLICATION REQUIREMENTS

Students must be nominated by their home university to study on exchange at Bentley University. Students are advised to have a minimum score of 80 on the internet-based TOEFL test, or a 7 on the IELTS in order to have the necessary English language skills to succeed here. These tests are not required for admission. An Attestation of English Language Proficiency is required for each student at the time of nomination.

APPLICATION TO BENTLEY

Once applicants are nominated by their home university adviser, Bentley will send them an email with login and application instructions. Applications for the fall semester are due in mid-March. Applications for the spring semester are due by the end of September.

PERIOD OF EXCHANGE

One semester or one academic year

LEVEL OF STUDY FOR INCOMING EXCHANGE STUDENTS

Undergraduate or Graduate depending on partner agreement

LANGUAGE OF INSTRUCTION

English

ACADEMIC CALENDAR

Term dates for the academic year 2019/2020.*

FALL 2019 SEMESTER

Arrival	Sunday, August 18, 2019
Mandatory Orientation	August 19, 2019
Classes Begin	Monday, August 26, 2019
Labor Day	Monday, September 2, 2019
October Break	October 12 to 15, 2019
Thanksgiving Break	November 27 to Dec 1, 2019
Final Exams	December 11 to 18, 2019

SPRING 2020 SEMESTER

Arrival	Saturday, January 11, 2020
Mandatory Orientation	Sunday, January 12, 2020
Classes Begin	Monday, January 13, 2020
Extra Day of Class	Not currently scheduled; subject to change
Presidents Day (CLASSES HELD)	Monday, February 17, 2020
Spring Break	March 7 to 15, 2020
Patriots Day No Day Classes (EVENING CLASSES HELD)	Monday, April 21, 2020
Final Exams	April 29 to May 9, 2020

*These dates are subject to change and final information will be sent to students in their acceptance packets.

IMPORTANT LINKS

Students who have questions about Bentley University can make use of the resources found on our homepage. Students might be particularly interested in the links to “Academics” and “Campus Life.”

GRADUATE DEGREE PROGRAMS

Master of Business Administration

Master of Science:

- Accountancy
- Business Analytics
- Finance
- Financial Planning
- Human Factors in Information Design
- Information Technology
- Marketing Analytics
- Taxation

All course descriptions can be found on the Registrar’s website. Once on the site, select *Graduate Course Descriptions.*

FULL-TIME WORKLOAD

A full time workload is 9-15 credits per semester. Most courses are 3 credits each. The suggested workload each semester, typical of most Bentley students, is four courses for 3 credits each. Exchange students must take a minimum of three courses per semester. The maximum possible is five courses per semester.

COST OF PROGRAM

Full tuition waivers are granted for non-degree exchange students from partner universities. Students are required to pay fees for personal and living expenses, listed below.

HEALTH INSURANCE

All exchange students will be required to purchase the Bentley University student health insurance. Students will receive information about their health insurance electronically, and will be automatically enrolled in the insurance program so that it is in effect and students are covered when they arrive on campus.

2019-2020 FEES PER SEMESTER (ESTIMATED)

Fee	Semester exchange students	Full-year exchange students
On-campus housing (undergraduate students only)	$5,390 – $6,130 (depending on room assignment)	$10,780 – $12,260 (depending on room assignment)
Meal Plan (if applicable)	$1,230 – $3,210	$2,460 – $6,420
Technology fee	$250	$500
Student Activities fee	$140	$280
Health Insurance	$811 (fall) or $1,114 (spring)	$1,919
Books (estimated)	$650	$1,300
Personal (estimated)	$775	$1,550

J-1 VISA DOCUMENTS

Upon acceptance, Bentley University issues a DS-2019 form for all exchange students, which is used to apply for a visa at the US Embassy in the student's home country.

ACCOMMODATION

On-campus accommodations are guaranteed for all nominated exchange students. The Residential Center will do its best to place exchange students in the accommodations of their choice. Most exchange students are placed in shared rooms (singles are rarely available). Off-campus housing is an option, but Bentley does not provide assistance in finding off-campus housing; we recommend students live on campus to maximize engagement with local students. Bentley University is approximately 12 miles from the city of Boston. We provide regular free shuttle bus service (a 30-minute ride) to Harvard Square in Cambridge; the city of Boston lies just over the river from Cambridge and thus is easily accessible.

FACILITIES

Exchange students have full access to all resources at Bentley. This includes the library, cafeterias, computer labs, the Trading Room, the Center for Marketing Technology, the Accounting Center for Electronic Learning and Business Measurement, and other specialized facilities.

Bentley also provides a variety of athletic facilities including a pool, weight room, tennis courts and cardiovascular equipment.

COURSE REGISTRATION

Applicants for the fall term will register for courses online in late April-early May. Applicants for the spring term will register for courses online in late November to early December. Bentley will send detailed registration instructions to students well in advance of the course registration period. Occasionally, students need to change or add courses upon arrival at Bentley. A drop/add period lasts throughout the first week of courses.

EXAMS/GRADING

Grade Equivalent	Alphabetical Equivalent	Numerical Equivalent
4.0	A	95-100
3.7	A-	90-94
3.3	B+	87-89
3.0	B	83-86
2.7	B-	80-82
2.3	C+	77-79
2.0	C	73-76
1.7	C-	70-72
1.3	D+	67-69
1.0	D	63-66
0.7	D-	60-62
0	F	below 60

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EFMD EQUIS ACCREDITED

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