Courses Selection Guide for Exchange Students

Wang Yanan Institute for Studies in Economics (WISE) & School of Economics (SOE)

The Course Selection Guide is developed for the exchange students accepted by WISE and SOE (or the exchange students from other departments who want to take the courses provided by WISE or SOE), and try to help you identify your starting points, find some "next step" courses and/or other courses designed to advance your knowledge or diversify your interests in related fields. When developing your exchange studying plan, take some time to consider the following:

- What economic courses have you completed already?
- What field of study appeals to you?
- Do you have enough time to learn all the courses your selected?
- Have you consulted with your home university to see which course credits can be transferred?

STUDENT TYPES & COURSE SELECTION RANGE

**Bachelor students** can sign up for:
- a) WISE International Undergraduate Experimental Class (IUEC) courses
- b) WISE Undergraduate Double Degree courses
- c) SOE undergraduate courses

**Master or doctoral students** can sign up for:
- a) WISE MA-PhD Program courses
- b) WISE-SOE International Master’s Program courses
- c) SOE postgraduate courses
- d) WISE advanced undergraduate courses

**Students who wish to choose general courses offered by the University Graduate School (graduate level) or the University Academic Affair Office (undergraduate level) should check with the relevant offices for the course registration procedures.**

COURSE SELECTION RULES & PROCEDURES

1. Each exchange student can enroll per semester in at most 3 courses offered by WISE or SOE. Please submit two hard copies of the course application form to the corresponding coordinator by the indicated deadline. Late submission will not be accepted.
2. Students should fulfill the course prerequisite. If prerequisite information is not listed in the syllabus of an interested course, the exchange student should consult the course instructor in the first couple of lectures to determine whether he/she has sufficient background to take the course.
3. The course selection results will be announced in the 3rd week by the corresponding coordinator. Each student will receive one hard copy for their own records.
4. Students will not be allowed to withdrawal from any approved enrollment courses and will be assigned final grade for each approved course.

COURSE ENROLLMENT AND GRADING POLICY

- For approved enrollment course, WISE faculty will treat all exchange students the same as other students in the class. Absence from 1/3 or more of lectures will result in a direct failure of the course.
- The approval of transferring credits is subject to the students’ home university policy. Grading policy of a selected course cannot be altered for specific exchange students.

CONTACT INFORMATION

**Academic Adviser for Exchange Students**
Xiaofang Dong, WISE Assistant Professor
xfangdong@gmail.com | B503 Econ Bldg

**Coordinator for WISE Undergraduate Exchange Students**
Janice - Jia Lin
jlin.wise@gmail.com | +86(0)592-2181776 | A207 Econ Bldg

**Coordinator for WISE/ SOE Graduate Exchange Students**
Jenine - Siying Hou
syhou.wise@gmail.com | +86(0)592-2188377 | A207 Econ Bldg

**Coordinator for WISE MA-PhD Program courses**
Chenxi Huang
huangchenxi1990@gmail.com | +86(0)592-2180118 | N112 Econ Bldg

**Coordinator for WISE/SOE International Master’s Program courses**
Yaping Chen
cxb@xmu.edu.cn | +86(0)592-2186185 | N112 Econ Bldg

**Coordinator for SOE Undergraduate Exchange Students**
Chenxi Huang
huangchenxi1990@gmail.com | +86(0)592-2180118 | N112 Econ Bldg

**Coordinator for SOE Exchange Students from Magdeburg University**
Yaping Chen
cxb@xmu.edu.cn | +86(0)592-2186185 | N112 Econ Bldg