As one of Europe’s leading business universities located in Switzerland, we offer university degrees and executive education at the highest international level. A practical approach and integrative view characterise our education and support the HSG’s unique concept. We unite 80 nationalities on our campus.

**DEGREE PROGRAMMES**

**BACHELOR**
- Business Administration
  English and German
- Economics
  English and German
- International Affairs
  English and German
- Law
  German (some courses in English)
- Law and Economics
  German (some courses in English)

**MASTER**
- Banking and Finance
  English
- Strategy and International Management
  English
- Quantitative Economics and Finance
  English
- International Law
  English
- International Affairs and Governance
  English and German
- Marketing, Services and Communication Management
  English and German
- Accounting and Finance
  English and German
- Economics
  English and German
- Business Innovation
  German
- Business Management
  German
- Legal Studies
  German
- Law and Economics
  German
- Organization Studies and Cultural Theory
  German (some courses in English)

**CEMS**
The Global Alliance in Management Education - Master in International Management double degree programme
www.cems.unisg.ch

**DOUBLE DEGREE**
The University of St. Gallen offers several double degree programmes that award students two full Master degrees from the partnering institutions. Most graduate programmes in St. Gallen offer a double degree option.
www.unisg.ch/doubledegrees

**THEMIS**
The International Legal Network of Excellence offers a joint certificate programme in International and Business Law for graduate-level law students focusing on theoretical and practical business law skills.
For further details click here.
http://www.unisg.ch/en/studium

**FACT SHEET**
Student Exchange Programmes 2019/2020

Date: 07.2018
FULL SEMESTER EXCHANGE

BACHELOR • MASTER • CEMS • SWISS MOBILITY • THEMIS

Autumn semester
September to December

Spring semester
February to May

SHORT-TERM EXCHANGE

ISP - International Study Programme for MBA students

Autumn term
September to November

Spring term
January to March

SPECIALISED SHORT-TERM PROGRAMMES

ISP - International Study Programme
10-week programme in English for MBA students from partner universities

ISP students must be enrolled in an MBA programme at their home university and have significant work experience. Core courses (required for all students)
- Leadership in European Companies
- Strategic Management
- Team Building: Leadership and Team Competencies
- European Corporate Governance
- European Culture and International Management

Elective courses (minimum two required)
- International Entrepreneurship
- Investment Banking
- Europe’s Business Environment
- Global Managerial Communication

Optional courses
- German Language (for beginners)
- European Company Exploration
ISP students register for classes with the ISP programme director.
ISP classes have fewer than 40 students.
www.isp.unisg.ch

GSERM - Global School in Empirical Research Methods
The Global School in Empirical Research Methods (GSERM) is a high-calibre 3.5 week integrated PhD programme teaching methodology for PhD students and postdocs from leading universities all over the world.

GSERM tuition fees cannot be compensated with exchange slots.
www.gserm.ch

LANGUAGE COURSES

BACHELOR • MASTER • CEMS • SWISS MOBILITY • THEMIS
Incoming exchange students are invited to enroll in a cost-free, seven-day intensive German language course before the semester starts and may continue with the course during the semester. Other language courses offered during the semester may include: Chinese, English, French, Italian, Japanese, Portuguese, Spanish, Russian.

LANGUAGE OF INSTRUCTION

German and English (course availability will vary depending on degree programme). ISP courses taught entirely in English.

LANGUAGE REQUIREMENTS

German
Guest students are not required to have German language knowledge, but basic language skills are helpful. For courses taught in German, students should have at least B2 level CEFR.

English
- Bachelor – Master – CEMS:
  No formal English test required but guest students are expected to have an advanced level of English comparable to B2 level CEFR for courses taught in English.
- ISP: Non-native English speakers must have minimum TOEFL score of 89 (ibt) or IELTS score 6.5. This requirement is waived for students enrolled in an English-taught MBA at the home university.
**COURSE INFORMATION**

Courses offered in English in Business Administration, Economics, International Affairs, Social Sciences and Law. The definite course programme is available about one month before the semester starts. Guest students are strongly recommended to attend courses that correspond to their level of study at their home university.

**BACHELOR**

Bachelor students may only attend master courses if necessary and if prerequisites are met. However, students must confirm with their home university in advance if those courses are recognised for credit transfer towards their home degree studies. SIM courses (Master in Strategy and International Management) are not open to Bachelor students.

**MASTER**

Master students may attend bachelor courses if necessary, however, they must confirm with their home university in advance if those courses are recognised for credit transfer towards their home degree studies. CEMS MIM course programme and descriptions can be found on: www.cems.org/academic-members

**CEMS MIM**

CEMS MIM course programme and descriptions can be found on: www.cems.org/academic-members

**REQUIRED WORKLOAD**

**BACHELOR • MASTER • CEMS • SWISS MOBILITY • THEMIS**

The workload per semester averages 24-30 ECTS credits. Guest students at the University of St.Gallen must take at least 16 ECTS credits per Semester. 1 ECTS corresponds to 30 hours of course work including lectures, independent study, projects, exams, etc. Credits are awarded only for successfully passed courses. Special workload requirements apply to CEMS and THEMIS according to their corresponding curriculum regulations.

**LEARNING EXPECTATIONS**

Students are expected to attend all lectures, to complete all course-related assignments and to take exams in order to receive a course grade. Classes range in size from 20 to 300 students.

**EXAMINATIONS**

**BACHELOR • MASTER • CEMS • SWISS MOBILITY • THEMIS**

Examinations may be taken only for courses allocated through the bidding process.

**Format**

Examinations may be oral and/or written. Presentations/course participation may also constitute part of the final grade.

**GRADE TRANSCRIPTS**

Student Mobility will send two transcripts per student to the home university approx. 8 weeks after the end of the term. Each completed examination is graded according to a grading scale from 6.0 (excellent) to 1.0 (useless). Satisfactory results are awarded grades from 6.0 to 4.0, while results graded 3.5 to 1.0 are insufficient.
LIVING EXPENSES

Housing
Housing Office provides off-campus housing for guest students if requested.
- Non-refundable application fee: CHF 250.– (required)
- Housing price per room: CHF 550.– to 750.– or higher per month, depending on personal requirements
- Facility management fee: CHF 150.–
- Liability insurance: approx. CHF 30.–
- Students may arrange housing on their own

Meals
On-campus cafeteria offers hot meals on weekdays over lunch (CHF 7.- to 15.-); salad bar, sandwiches and snacks.
Monthly food budget: about CHF 600.-

Academic expenses
Books, course materials: approx. CHF 400. – per semester.

Transportation
Bus: monthly pass CHF 52.– (25 and younger) and CHF 69.– (over 25);
6 single rides CHF 14.30 (with half fare card) and CHF 17.60 (regular cost)
Train: Half-fare travel card CHF 185.– valid one year: half price on all train fares within Switzerland with some reduced fares for ferries, trams, ski lifts, etc.
Track 7 CHF 129.–: addition to Half-Fare travel card. Entitles for free rides between 7.00 p.m. and 5.00 a.m.

Health insurance
Full-semester guest students must either have proof of sufficient health insurance coverage for Switzerland from provider in home country or purchase health insurance in Switzerland (costs vary CHF 90.– to 280.–/month). Acceptable proof varies according to nationality.

Fees for visa & residence permit
Students are responsible for any visa and/or permit-related documents (fees vary: CHF 66.– to 240.– depending on nationality)

STUDENT SERVICES

Student Mobility
Student Mobility handles all administrative responsibilities related to guest students.
www.exchange.unisg.ch

BuddySystem
The BuddySystem organises various events for guest students bringing local and international students together and promoting Swiss culture through various events.
www.ressortinternational.ch/buddysystem

Career Services Center
Guest students have access to information on internships and may participate in recruitment fairs.
www.hsgcareer.ch/en

Library
550,000 volumes; 165,000 E-books; 45,000 E-journals
www.unisg.ch/en/universitaet/bibliothek

Sports Office
Sports activities on- and off-campus. Weight and workout rooms, gym, tennis, beach volleyball, football field.
Off-campus recreation facilities nearby for skiing, sailing, golfing, climbing, etc.
www.unisg.ch/universitaet/hsgservices/sport

Computer Services
Approximately 225 PCs available to students. Access on campus via a public net and wireless LAN. Access off campus by Remote Access Service. Each student has a university e-mail account and access to university networks after their arrival in St.Gallen during the mandatory IT-Introduction session.

Student Union
More than 80 student clubs: BuddySystem, Student Union, cultural and sport activities.
www.shsg.ch/en

Special Needs
Students with a disability or a chronic illness may face particular challenges during their studies and may require special assistance. Careful reflection and early planning are crucial for an exchange semester to be successful.
Contact Student Mobility at the University of St.Gallen well in advance.
In cooperation with the Special Needs Advice Center we will assist to coordinate the necessary support.
NOMINATION BY PARTNER UNIVERSITY

ONLINE NOMINATION
BACHELOR • MASTER • CEMS • ISP • SWISS MOBILITY • THEMIS

Nominations must be entered in our online portal using the personal login provided. Login data should be kept on record for future nominations.

STUDENT APPLICATION REQUIREMENTS

After a nomination is entered in the online portal, Student Mobility will contact the student with further instructions and information about completing the application online and housing application.

ONLINE STUDENT APPLICATION

Autumn term deadline
1 February to 15 May

Spring term deadline
15 August to 30 September*

*Mandatory orientation programme
A mandatory two-day Orientation Programme takes place prior to each semester. The programme includes orientation, access to university network and student e-mail, as well as social activities. No credits are awarded. Students who do not attend will not be able to start the exchange programme.

HAVE A LOOK AT THE HSG FILM!

University of St. Gallen’s corporate image film, “Love, Loss, and Other Lessons Learned”, won a Gold Dolphin Award at the Cannes Corporate Media & TV Awards.
## AUTUMN SEMESTER 2019

- **03 September – 14 November 2019**
  ISP Autumn 2019 (programme for MBA students from partner universities)
- **01 - 06 September 2019**
  CEMS block seminar (one week, starting SUNDAY)
- **04 – 13 September 2019**
  Optional German language programme for autumn semester guest students
- **12 – 13 September 2019**
  Mandatory orientation programme for autumn semester guest students
- **16 September 2019**
  Mandatory CEMS semester kick-off day for CEMS students
- **16 September – 21 December 2019**
  Autumn semester 2019 (includes exams for guest students staying only one semester)
- **About 2½ weeks before 16 September 2019**
  Course registration - bidding starts (CEMS students one week earlier)
- **28 October – 09 November 2019**
  Break autumn semester 2019 (block seminars and CEMS requirements may take place)
- **04 – 14 November 2019 (provisional)**
  Registration for exams in central exam period (January/February)

## SPRING SEMESTER 2020

- **07 January – 12 March 2020**
  ISP Spring 2020 (programme for MBA students from partner universities)
- **05 – 14 February 2020**
  Optional German language programme spring semester guest students
- **13 – 14 February 2020**
  Mandatory orientation programme for spring semester guest students
- **17 February 2020**
  Mandatory CEMS semester kick-off day for CEMS students
- **17 February – 23 May 2020**
  Spring semester 2020 (includes exams for guest students staying only one semester)
- **About 2½ weeks before 17 February 2020**
  Course registration - bidding starts (CEMS students one week earlier)
- **17 – 21 February 2020**
  CEMS Business Project Kick-Offs
- **30 March – 11 April 2020**
  Break spring semester 2020 (block seminars and CEMS requirements may take place)
- **06 – 16 April 2020 (provisional)**
  Registration for exams in central exam period (June/July)