

## Fact Sheet Student Exchange 2016/17



University Information	
University	<b>Zurich University of Applied Sciences (ZHAW)</b> Website: <a href="http://www.zhaw.ch/en">www.zhaw.ch/en</a> Number of Students: 11'000
Business School	<b>School of Management and Law (SML)</b> Website: <a href="http://www.zhaw.ch/en/sml/">www.zhaw.ch/en/sml/</a> Number of Students: 3'800

Exchange Contact Information	
<b>International Relations</b>	
Head International Development and Projects	Michael Farley <a href="mailto:michael.farley@zhaw.ch">michael.farley@zhaw.ch</a> Phone: +41 (0)58 934 46 15
Head International Relations	Prof. Isabelle Zulauf-Poli <a href="mailto:isabelle.zulauf@zhaw.ch">isabelle.zulauf@zhaw.ch</a> Phone: +41 (0)58 934 79 52
<b>International Office</b>	
Head International Office	Johann Baar <a href="mailto:johann.baar@zhaw.ch">johann.baar@zhaw.ch</a> Phone: +41 (0)58 934 62 69
Information Manager	Susan Bergen <a href="mailto:susan.bergen@zhaw.ch">susan.bergen@zhaw.ch</a> Phone: +41 (0)58 934 68 78
Outgoing Exchange Coordinator America, Africa & Australia	Laura Hohl <a href="mailto:laura.hohl@zhaw.ch">laura.hohl@zhaw.ch</a> Phone: +41 (0)58 934 78 85
Outgoing Exchange Coordinator Europe & Asia	Lara Clerici <a href="mailto:lara.clerici@zhaw.ch">lara.clerici@zhaw.ch</a> Phone: +41 (0)58 934 68 55

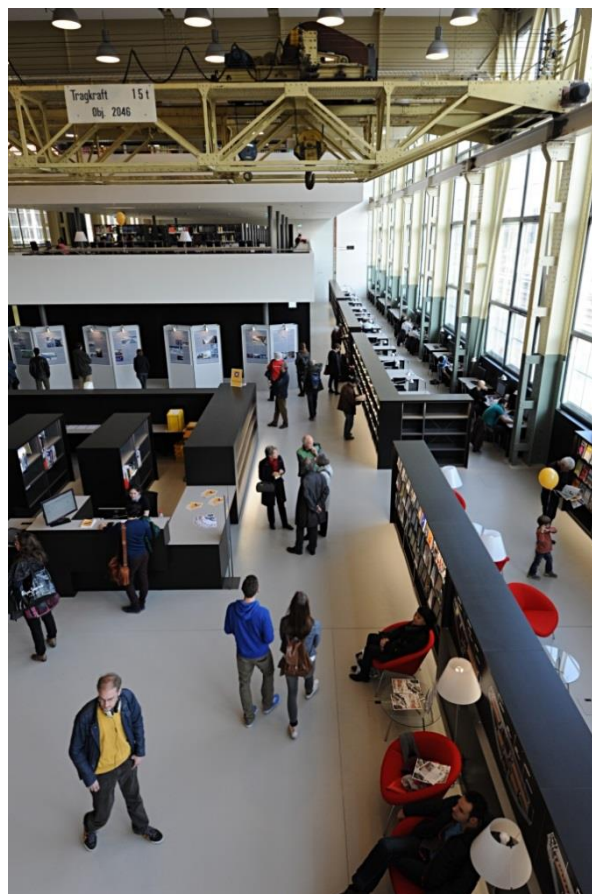
Incoming Exchange Coordinator Overseas	Franziska Hauffe <a href="mailto:franziska.hauffe@zhaw.ch">franziska.hauffe@zhaw.ch</a> Phone: +41 (0)58 934 72 57
Incoming Exchange Coordinator Europe	Natalie Covos <a href="mailto:natalie.covos@zhaw.ch">natalie.covos@zhaw.ch</a> Phone: +41 (0)58 934 73 05
Address International Office	International Office ZHAW School of Management and Law St.-Georgen-Platz 2 P.O. Box 8401 Winterthur Switzerland Website: <a href="http://www.zhaw.ch/en/sml/study/international">www.zhaw.ch/en/sml/study/international</a> E-mail: <a href="mailto:international.sml@zhaw.ch">international.sml@zhaw.ch</a>



Academic Calendar and Application Procedure							
Structure of Academic Year	<p><b>Fall Term (compulsory)</b>                      Orientation Week: September 12 – September 16                      Start of Instruction: September 19                      Semester Break: December 26 – January 13                      Exam Period: January 16 – February 3</p> <p><b>Spring Term (compulsory)</b>                      Orientation Week: February 13 – February 17                      Start of Instruction: February 20                      Semester Break: May 29 – June 9                      End of Exam Period: June 12 – June 30</p>						
Nomination & Application	The nomination from the home institution is required. The home coordinators will thereafter receive all application documents which must be submitted by the application deadline below.						
Deadlines	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Nomination deadline</td> <td style="width: 25%;"><b>Fall Term:</b> April 30</td> <td style="width: 25%;"><b>Spring Term:</b> September 30</td> </tr> <tr> <td>Application deadline</td> <td><b>Fall Term:</b> May 15</td> <td><b>Spring Term:</b> October 15</td> </tr> </table>	Nomination deadline	<b>Fall Term:</b> April 30	<b>Spring Term:</b> September 30	Application deadline	<b>Fall Term:</b> May 15	<b>Spring Term:</b> October 15
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Language Requirements (English and/or German)	<p>The expected skill level is B2+ (European Framework). The official proof of language ability in English (or German) is required. The ZHAW SML accepts the following certificates:</p> <ul style="list-style-type: none"> <li>• TOEFL 550/213/79</li> <li>• Cambridge Advanced</li> <li>• IELTS 6.5</li> <li>• BEC Higher</li> <li>• Official confirmation letter of language proficiency from home institution</li> <li>• Successfully completed International Baccalaureate (IB) diploma in English</li> </ul>						
Course Registration	<p>The study proposal must be submitted along with the application form and serves as a pre-registration.</p> <p>The final course registration will take place during the Orientation Week.</p> <p>Add/Drop period: first week of classroom instruction</p>						
Expected Arrival Date	At least one day before the beginning of the Orientation Week						

Academic Information	
Languages of Instruction	German and English
Bachelor's Degree Programs	<p><b>Business Administration</b> with majors in</p> <ul style="list-style-type: none"> <li>• General Management</li> <li>• Banking and Finance</li> <li>• Accounting, Controlling, Auditing</li> <li>• Risk &amp; Insurance</li> <li>• Economics and Politics</li> </ul> <p><b>Business Law</b></p> <p><b>Business Information Technology</b></p> <p><b>International Management</b></p>
Course Offer for Incoming Students	<p>Incoming Students can attend courses from any degree program.</p> <p>Some courses in English are offered exclusively for Incoming Students.</p> <p>Full study load in English is offered per semester.</p>

Credit System	ECTS (European Credit Transfer System)																
Grading System	<p>Parallel grading system: Swiss grades and ECTS grades</p> <p>Passing grade (4.0) in the Swiss system required to receive ECTS credits</p> <table> <thead> <tr> <th>Swiss Grade</th> <th>ECTS Grade</th> </tr> </thead> <tbody> <tr> <td>6.0 Excellent</td> <td>A</td> </tr> <tr> <td>5.5 Very good</td> <td>B</td> </tr> <tr> <td>5.0 Good</td> <td>C</td> </tr> <tr> <td>4.5 Fair</td> <td>D</td> </tr> <tr> <td>4.0 Pass</td> <td>E</td> </tr> <tr> <td>&lt;4.0 Fail</td> <td>FX Fail: more work required</td> </tr> <tr> <td></td> <td>F Fail: considerable work required</td> </tr> </tbody> </table>	Swiss Grade	ECTS Grade	6.0 Excellent	A	5.5 Very good	B	5.0 Good	C	4.5 Fair	D	4.0 Pass	E	<4.0 Fail	FX Fail: more work required		F Fail: considerable work required
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Study load for full time students per semester	30 ECTS																
Minimum study load for Incoming Students	15 ECTS (incl. German Language Course)																
Maximum study load for Incoming Students	45 ECTS																
German Language Training (Free of charge for Incoming Students)	<p>Intensive Language course during Orientation Week (2 ECTS)</p> <p>German courses during the semester offered at different levels (3 ECTS)</p>																
Transcript of Records	Will be send directly to the home institution about two months after the end of the final exams.																



General Information																									
<p>Housing (only off-campus)</p>   	<p><b>Option 1: Student residence AXA Camp</b>                      A number of single, furnished rooms within the student residence AXA Camp in Winterthur are reserved for our Incoming Students.                      Further information on room types, rents, location and the students' accommodation organization can be found under</p> <ul style="list-style-type: none"> <li>• <a href="mailto:info@zhaw.ch">WOKO</a>: Please send your request for a room directly to <a href="mailto:info@zhaw.ch">info@zhaw.ch</a></li> </ul> <p>An early application is strongly recommended.</p> <p><b>Option 2: Private Housing</b>                      Listings of other accommodations available in Winterthur and Zurich can be found at:</p> <ul style="list-style-type: none"> <li>• <a href="http://www.students.ch">www.students.ch</a></li> <li>• <a href="http://www.wgzimmer.ch">www.wgzimmer.ch</a></li> <li>• <a href="http://www.homegate.ch">www.homegate.ch</a></li> </ul> <p><b>Option 3: Subletting or Homestay</b>                      Some Swiss Outgoing students are interested in subletting their rooms or apartments for the period of their exchange. In addition, sometimes a limited number of rooms offered by host families are available as well. A list of these available rooms will be send to all Incoming Students via email after the application process has been finalized. For further support on this option, please contact Natalie Covos: <a href="mailto:natalie.covos@zhaw.ch">natalie.covos@zhaw.ch</a>.</p>																								
<p>Approximate costs per month in Swiss Francs</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: center;">From</th> <th style="text-align: center;">Up to</th> </tr> </thead> <tbody> <tr> <td>Rent &amp; Utilities</td> <td style="text-align: center;">600.- CHF</td> <td style="text-align: center;">750.- CHF</td> </tr> <tr> <td>Food / Meals</td> <td style="text-align: center;">400.- CHF</td> <td style="text-align: center;">500.- CHF</td> </tr> <tr> <td>Transportation</td> <td style="text-align: center;">80.- CHF</td> <td style="text-align: center;">100.- CHF</td> </tr> <tr> <td>Leisure Activities</td> <td style="text-align: center;">200.- CHF</td> <td style="text-align: center;">300.- CHF</td> </tr> <tr> <td>Course Materials</td> <td style="text-align: center;">40.- CHF</td> <td style="text-align: center;">40.- CHF</td> </tr> <tr> <td>Other expenses</td> <td style="text-align: center;">100.- CHF</td> <td style="text-align: center;">150.- CHF</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: center;"><b>1420.- CHF</b></td> <td style="text-align: center;"><b>1840.- CHF</b></td> </tr> </tbody> </table>		From	Up to	Rent & Utilities	600.- CHF	750.- CHF	Food / Meals	400.- CHF	500.- CHF	Transportation	80.- CHF	100.- CHF	Leisure Activities	200.- CHF	300.- CHF	Course Materials	40.- CHF	40.- CHF	Other expenses	100.- CHF	150.- CHF	<b>Total</b>	<b>1420.- CHF</b>	<b>1840.- CHF</b>
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<p>Financial Aid</p>	<p>The Swiss Federal Council has decided to give financial aid to all European students as a compensation for the former Erasmus Mobility Grant. The amount of the grant is either CHF 360.- or CHF 420.- per month (1 semester = 5 months) depending on the country of the home institution.</p>																								
<p>Arrival Information</p>	<p>Zurich Airport (Kloten): 15 min by train to Winterthur main station                      Basel Airport (EuroAirport): 2 hours by bus and train to Winterthur main station                      Geneva Airport: 3 hours and 30 min by train to Winterthur main station                      The ZHAW School of Management and Law is only a 5 minute walk from the Winterthur train station.</p>																								
<p>Student Support</p>	<p>Buddy Program:</p> <ul style="list-style-type: none"> <li>• Local student assigned to each Incoming Student</li> <li>• Pick-up from point of arrival (Zurich/Winterthur area) to accommodation</li> </ul> <p>International Officer (local student supporting the International Office)                      Support and Social Events organized by ESN (Erasmus Student Network)</p>																								

Students with Disabilities	<p>SML buildings and selected accommodations are wheelchair accessible.</p> <p>Most city buses are equipped to accommodate wheelchairs.</p> <p>Exam conditions can be modified for certain student learning needs (early notice necessary).</p>
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<b>Visa and Health Insurance</b>	
<p>Visa and Residence Permit</p>	<p>Non-EU citizens require a student visa and an early application is essential (immediately after receiving the letter of acceptance).</p> <p>Students from Japan, New Zealand, Malaysia and Singapore must apply for a “<i>Einreisebewilligung</i>” (entry permit) through the SML International Office.</p> <p>All exchange students must apply for a residence permit (“L-Permit”) upon arrival.</p> <p>Proof of financial solvency (CHF 1'750.- per month) is required for both visa and residence permit applications.</p>
<p>Health Insurance</p>	<p>A basic health insurance is mandatory by law in Switzerland.</p> <p>Non-EU residents must buy a Swiss health insurance (currently approx. CHF 90,- per month); any international health insurance obtained in the home country is not sufficient.</p> <p>EU residents with EHIC cards can waive this obligation by presenting a copy (the card needs to be valid for the entire duration of the stay in Switzerland).</p>

