

## Fact Sheet: Student Exchange 2022/23



University Information	
University	<b>Zurich University of Applied Sciences (ZHAW)</b> Website: <a href="http://www.zhaw.ch/en/university/">www.zhaw.ch/en/university/</a>
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>

Exchange Contact Information	
<b>International Relations</b>	
Head of 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 of International Relations	Greta Gnehm <a href="mailto:greta.gnehm@zhaw.ch">greta.gnehm@zhaw.ch</a> Phone: +41 (0)58 934 42 30
International Relations Coordinator	Lena Abadesso <a href="mailto:lana.abadesso@zhaw.ch">lana.abadesso@zhaw.ch</a> Phone: +41 (0)58 934 77 15
<b>International Office</b>	
Operations Manager	Benno Baumberger <a href="mailto:international.sml@zhaw.ch">international.sml@zhaw.ch</a> Phone: +41 (0)58 934 62 69
Outgoing Exchange Coordinator Asia-Pacific, Russia, Middle East, Africa	Jennifer Steffen <a href="mailto:outgoing.area3.sml@zhaw.ch">outgoing.area3.sml@zhaw.ch</a> Phone: +41 (0)58 934 78 85
Outgoing Exchange Coordinator Americas, Switzerland	Lara Clerici <a href="mailto:outgoing.area2.sml@zhaw.ch">outgoing.area2.sml@zhaw.ch</a> Phone: +41 (0)58 934 68 55
Outgoing Exchange Coordinator Europe	Nadja Ackermann <a href="mailto:outgoing.area1.sml@zhaw.ch">outgoing.area1.sml@zhaw.ch</a> Phone: +41 (0)58 934 41 02




Incoming Exchange Coordinator Overseas	Maarit Vähä-Piikkiö <a href="mailto:incoming.area1.sml@zhaw.ch">incoming.area1.sml@zhaw.ch</a> Phone: +41 (0)58 934 62 51
Incoming Exchange Coordinator Europe	Sandra Aerne <a href="mailto:sandra.aerne@zhaw.ch">sandra.aerne@zhaw.ch</a> Phone: +41 (0)58 934 73 05
Address of International Office	ZHAW School of Management and Law International Office St.-Georgen-Platz 2 8401 Winterthur-Zurich 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>
Emergency phone number	+41 (0)58 934 70 70
Accessibility	The SML is wheelchair-accessible
Promotional Videos	<a href="#">Watch what our Incomings have to say</a>



Academic Calendar and Application Procedure					
Structure of Academic Year	<p><b>Fall Semester 2022/23 (compulsory)</b>            Orientation Week: 12 – 16 September            Start of Instruction: 19 September            Semester Break: 24 December – 15 January            Exam Period: 16 January – 4 February            Publication of Grades: End of February</p> <p><b>Spring Semester 2023 (compulsory, subject to changes)</b>            Orientation Week: 13 – 17 February            Start of Instruction: 20 February            Semester Break: 29 May – 11 June            Exam Period: 12 June – 1 July            Publication of Grades: End of July</p>				
Nomination and Application	<p>Students need a nomination email from their home institution.            Nominated students will receive a link to the online application tool (Mobility-Online) and all further documents needed.            The complete application must be submitted by the deadlines below.</p>				
Deadlines	<table border="1"> <tr> <td>Nomination deadline</td> <td><b>Fall Semester:</b> 15 May / <b>Spring Semester:</b> 15 October</td> </tr> <tr> <td>Application deadline</td> <td><b>Fall Semester:</b> 31 May / <b>Spring Semester:</b> 20 October</td> </tr> </table>	Nomination deadline	<b>Fall Semester:</b> 15 May / <b>Spring Semester:</b> 15 October	Application deadline	<b>Fall Semester:</b> 31 May / <b>Spring Semester:</b> 20 October
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<i>Late nominations for students not requiring a visa might be accepted after consulting with the International Office.</i>					
Language Requirements (English and/or German)	<p>The expected skill level is a B2+ (Common European Framework). Official proof of language ability in English or German is required. However, a level of C1 for German taught modules is strongly recommended.</p> <p>If the language of instruction at the student's home institution is English, no English language certificate will be required.</p> <p>The ZHAW SML accepts <u>only</u> the following certificates:</p> <ul style="list-style-type: none"> <li>• TOEFL 550 PBT / 79 iBT and iBT Home</li> <li>• Cambridge Advanced (CAE)</li> <li>• Cambridge Business Higher (BEC)</li> <li>• IELTS 6.5</li> <li>• Official confirmation letter of language proficiency from home institution</li> <li>• Successfully completed International Baccalaureate (IB) diploma in English</li> </ul> <p>→ TOEIC is <b>not</b> accepted</p>				
Further Requirements	<ul style="list-style-type: none"> <li>• A minimum of two completed semesters prior to the start of the exchange (at bachelor's level).</li> <li>• No minimum GPA required.</li> </ul>				
Module Registration	<p>A list with preferred modules must be submitted during the application procedure and will be used internally to get an overview on the places needed (places are not yet guaranteed). <b>The final module registration takes place during the Orientation Week</b>, followed by a drop/add period until the end of the first week of class instruction.</p> <p><a href="#">Modules on Offer, (link to our website)</a></p>				

Academic Information																	
Languages of Instruction	English (German speakers may also choose from modules taught in German)																
Bachelor's Degree Programs	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Business Administration</b>                      with majors (specializations) in                     <ul style="list-style-type: none"> <li>• General Management</li> <li>• Banking and Finance</li> <li>• Accounting, Controlling, Auditing</li> <li>• Risk and Insurance</li> <li>• Economics and Politics</li> <li>• Behavioral Design</li> <li>• Marketing</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <b>Business Law</b>  <b>Business Information Technology</b>  <b>International Management</b>  <b>Applied Law</b> </td> </tr> </table>	<b>Business Administration</b> with majors (specializations) in <ul style="list-style-type: none"> <li>• General Management</li> <li>• Banking and Finance</li> <li>• Accounting, Controlling, Auditing</li> <li>• Risk and Insurance</li> <li>• Economics and Politics</li> <li>• Behavioral Design</li> <li>• Marketing</li> </ul>	<b>Business Law</b> <b>Business Information Technology</b> <b>International Management</b> <b>Applied Law</b>														
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Module Offer for Incoming Students	<p>Incoming students can choose from over 100 modules taught in English and from any degree program.</p> <p>In addition, some modules in English are offered exclusively to incoming students, including two language modules (German Beginner and German Intermediate).</p>																
Credit System	ECTS (European Credit Transfer System)																
Grading System	<p>Parallel grading system: Swiss grades and ECTS grades.</p> <p>A passing grade of 4.0 in the Swiss system is required to receive ECTS credits.</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Swiss Grade</th> <th style="text-align: left;">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: much more 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: much more work required
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Study Load per Semester for Full-Time Students	30 ECTS																
Minimum Study Load for Incoming Students	15 ECTS (incl. German language modules, see below)																
Maximum Study Load for Incoming Students	45 ECTS																
German Language Training (Free of charge for incoming students)	<p>Intensive language module in Orientation Week (2 ECTS)</p> <p>German modules of different levels during the semester (3 ECTS)</p>																
Transcript of Records	The transcript will be sent directly to the home institution approximately one month after the end of the final exam period. However, all grades will be available online during the third week of February (fall semester) and the third week of July (spring semester).																



General Information																									
<p>Housing (only off-campus)</p>   	<p><b><u>Option 1: Student Residence AXA Camp</u></b></p> <p>A number of single, furnished rooms are reserved for our incoming students at AXA Camp, a student residence in Winterthur. How to reserve one of these rooms will be communicated after the application process has been finalized.</p> <p>Further options are available through WOKO, an organization offering student accommodations. Details, such as room types, rents, and location, can be found at:</p> <ul style="list-style-type: none"> <li>• <a href="#">WOKO</a></li> </ul> <p>Early application is strongly recommended.</p> <p><b><u>Option 2: Private Housing</u></b></p> <p>Listings of other accommodation options available in Winterthur and Zurich can be found at:</p> <ul style="list-style-type: none"> <li>• <a href="#">Livit</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> <li>• <a href="http://www.students.ch">www.students.ch</a></li> <li>• <a href="http://www.ums.ch">www.ums.ch</a></li> </ul> <p><b><u>Option 3: Subletting or Homestay</u></b></p> <p>Some outgoing Swiss students sublet their rooms or apartments for the period of their exchange. In addition, a limited number of rooms offered by host families are sometimes available. Information about this platform will be sent out after the application process has been completed.</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: right;">From (CHF)</th> <th style="text-align: right;">Up to (CHF)</th> </tr> </thead> <tbody> <tr> <td>Rent / Utilities</td> <td style="text-align: right;">600</td> <td style="text-align: right;">750</td> </tr> <tr> <td>Food / Meals</td> <td style="text-align: right;">400</td> <td style="text-align: right;">500</td> </tr> <tr> <td>Transportation</td> <td style="text-align: right;">40</td> <td style="text-align: right;">100</td> </tr> <tr> <td>Leisure Activities</td> <td style="text-align: right;">200</td> <td style="text-align: right;">300</td> </tr> <tr> <td>Module Materials</td> <td style="text-align: right;">40</td> <td style="text-align: right;">50</td> </tr> <tr> <td>Other Expenses</td> <td style="text-align: right;">100</td> <td style="text-align: right;">150</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>1380</b></td> <td style="text-align: right;"><b>1850</b></td> </tr> </tbody> </table>		From (CHF)	Up to (CHF)	Rent / Utilities	600	750	Food / Meals	400	500	Transportation	40	100	Leisure Activities	200	300	Module Materials	40	50	Other Expenses	100	150	<b>Total</b>	<b>1380</b>	<b>1850</b>
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<p>Financial Aid</p>	<p>The Swiss Federal Council gives financial aid to all European students as compensation for the former Erasmus Mobility Grant. The amount of the grant is either CHF 380 or 440 per month (1 semester = 5 months) depending on the country of the home institution.</p>																								
<p>Arrival Information</p>	<p>Zurich Airport (Kloten): 15 minutes by train to Winterthur main station</p> <p>Basel Airport (EuroAirport): 2 hours by bus and train to Winterthur main station</p> <p>Geneva Airport: 3.5 hours by train to Winterthur main station</p> <p>The ZHAW School of Management and Law is only a 5-minute walk from Winterthur main 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>• Incoming student will be picked up from his/her point of arrival (Zurich/Winterthur area) and taken to his/her accommodation</li> </ul> <p>International Officer (local student supporting the International Office)</p> <p>Support and social events organized by ESN (Erasmus Student Network)</p>																								

Visa and Health Insurance	
<p>Visa and Residence Permit</p>	<p>Non-EU citizens need a student visa and must apply early (immediately after receiving their letter of acceptance).</p> <p>Students from Japan, New Zealand, Malaysia, Singapore and the United Kingdom do not need a visa, but they must apply for an “Aufenthaltsbewilligung” (residence 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>After the application process has been finalized, the International Office will provide further information on how to apply for a visa/residence permit.</p>
<p>Health Insurance</p>	<p>Basic health insurance is mandatory by law in Switzerland and can be obtained after the student’s arrival. Detailed information will be provided during Orientation Week.</p> <p>Non-EU residents must purchase Swiss health insurance (as low as CHF 61 per month); international health insurance obtained in the student’s home country is usually not sufficient.</p> <p>EU residents with EHIC cards are exempt from this obligation. They need to submit a copy of their card, which must be valid for their entire stay in Switzerland.</p>

