

Fact Sheet Student Exchange Programs - Undergraduate ZHAW School of Management and Law

University Information	
The University	Zurich University of Applied Sciences Website: www.zhaw.ch/en Number of Students: 11'000
Business School	School of Management and Law Website: www.sml.zhaw.ch/en Number of Students: 3'800
Exchange Contact Information	
International Relations	
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Head International Relations	Prof. Isabelle Zulauf-Poli isabelle.zulauf@zhaw.ch Tel: +41 (0)58 934 79 52 Fax: +41 (0)58 935 79 52
International Office	
Address International Office	International Office ZHAW School of Management and Law St. Georgenplatz 2 P.O. Box 8401 Winterthur Website: www.sml.zhaw.ch/en/international e-mail: international.sml@zhaw.ch Fax: +41 (0)58 934 68 49
Head International Office	Jasmin Uhrig jasmin.uhrig@zhaw.ch Tel: +41 (0)58 934 62 69
Exchange Coordinator Outbound Overseas	Elisabetta Gruenenfelder-Caslani elisabetta.gruenenfelder@zhaw.ch Tel: +41 (0)58 934 78 85
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Project Coordinator International Exchange	Gerd Bordon gerd.bordon@zhaw.ch Tel: +41 (0)58 934 68 78

Academic Calendar and Application Procedure	
Structure of Academic Year (in Calendar Weeks)	<p>Fall Term Orientation Week: CW 37 Start of Instruction: CW 38 End of Exam Period: CW 5</p> <p>Spring Term Orientation Week: CW 7 Start of Instruction: CW 8 End of Exam Period: CW 26</p>
Application Procedure	Nomination from home institution required Application Form and Learning Agreement Form can be downloaded from International Office website
Nomination Deadline Student Exchange	Fall Term: April 15 Spring Term: September 15
Deadline Learning Agreement	Fall Term: May 15 Spring Term: October 15
Language Requirements (English and/or German)	The expected skill level is B2+ Level (European Framework). Official proof of language ability in English (or German) is required. The ZHAW School of Management and Law accepts the following certificates: TOEFL 550/213/79 or official confirmation of Cambridge Advanced language proficiency from IELTS 6.5 home institution BEC Higher
Course Registration	Pre-registration before arrival Final registration during Orientation Week Add/Drop period: first week of classroom instruction
Orientation Week	One week prior to the start of each semester Attendance mandatory
Expected Arrival Date	Before Orientation Week

Academic Information	
Languages of Instruction	German and English
Bachelor's Degree Programs	<p>Business Administration with majors in</p> <ul style="list-style-type: none"> • General Management (Program in English) • Banking and Finance (Program in English) • Accounting, Controlling, Auditing • Risk & Insurance • Economics and Politics <p>Business Law</p> <p>Business Information Technology</p> <p>International Management (Program in English)</p>

Course Offer for Incoming Students	Incoming Students can attend courses from any degree program (strong limitations in International Management) Special courses in English offered exclusively for Incoming Students Full study load in English offered per semester																					
Credit System	ECTS																					
Grading System	Parallel grading system: Swiss grades and ECTS grades Passing grade (4.0) in the Swiss system required to receive ECTS credits <table> <thead> <tr> <th>Swiss Grade</th> <th></th> <th>ECTS Grade</th> </tr> </thead> <tbody> <tr> <td>6.0</td> <td>Excellent</td> <td>A</td> </tr> <tr> <td>5.5</td> <td>Very good</td> <td>B</td> </tr> <tr> <td>5.0</td> <td>Good</td> <td>C</td> </tr> <tr> <td>4.5</td> <td>Fair</td> <td>D</td> </tr> <tr> <td>4.0</td> <td>Pass</td> <td>E</td> </tr> <tr> <td><4.0</td> <td>Fail</td> <td>FX Fail: more work required 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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Full study load for local students	30 ECTS																					
Minimum required for Incoming Students	15 ECTS (incl. German Language Course)																					
Maximum for Incoming Students	No restrictions																					
German Language Training (Free of charge for Incoming Students)	Intensive Language course during Orientation Week (2 ECTS) German courses during the semester at different levels (3 ECTS)																					

Visa and Health Insurance	
Visa and Residence Permit	Non-EU citizens require a student visa; early application essential (immediately after receiving the Study Confirmation) Students from Japan, South Korea and Singapore need to apply for a " <i>Einreisebewilligung</i> " (entry permit) through the SML International Office All exchange students must apply for a residence permit ("L-Permit") upon arrival Proof of financial solvency (CHF 1'750 per month) required for both visa and residence permit applications
Health Insurance	Basic health insurance is mandatory by law in Switzerland Non-EU residents must buy insurance in Switzerland (currently ca. CHF 90 per month); any international health insurance obtained in the home country is not sufficient EU residents with EHIC cards can waive this obligation by presenting a copy (cards need to be valid for the entire duration of stay in Switzerland)
Work Permit	Incoming Students will receive a student L-Permit which enables to work up to 15 hours per week during the semester

General Information															
Housing	<p>Only Off-Campus accommodations available</p> <p><u>Student residences</u></p> <p>A number of single, furnished rooms within student residences in Winterthur are reserved for exchange students.</p> <p>Further information on room types, rents, locations and the different students' accommodation organizations can be found under</p> <ul style="list-style-type: none"> • SWOW: Students can apply for a room directly on the homepage • WOKO: Please send your application for a room to info@zhaw.ch • Livit: Please send your application for a room to studentenwohnen@livit.ch <p>Early application is strongly recommended.</p> <p><u>Private Housing</u></p> <p>Listings of other accommodations available in Winterthur and Zurich can be found at:</p> <ul style="list-style-type: none"> • www.students.ch • www.wgzimmer.ch • www.homegate.ch • www.clicklodge.ch <p>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 guest families are available. If you are interested in one of these two options, please contact international.sml@zhaw.ch for further information.</p>														
Approximate costs per month in Swiss Francs	<table> <tbody> <tr> <td>Rent & Utilities</td> <td>800.-</td> </tr> <tr> <td>Food / Meals</td> <td>400.-</td> </tr> <tr> <td>Transportation</td> <td>80.-</td> </tr> <tr> <td>Leisure Activities</td> <td>150.-</td> </tr> <tr> <td>Course Materials</td> <td>40.-</td> </tr> <tr> <td>Other</td> <td>150.-</td> </tr> <tr> <td>Total</td> <td>1620.-</td> </tr> </tbody> </table>	Rent & Utilities	800.-	Food / Meals	400.-	Transportation	80.-	Leisure Activities	150.-	Course Materials	40.-	Other	150.-	Total	1620.-
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Financial Aid	The Swiss Federal Council has decided to give financial aid to all European students as a compensation for the former Erasmus Mobility Grant.														
Arrival Information	<p>Zurich Airport (Kloten): 15 min 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 hours and 30 min by train to Winterthur main station</p> <p>The ZHAW School of Management and Law is a 5 min walk from the Winterthur train station</p>														
Student Support	<p>Buddy System:</p> <p>Local student assigned to each Incoming Student</p> <p>Pick-up from point of arrival (Zurich/Winterthur area) to accommodation</p> <p>International Officer (local student supporting the International Office)</p> <p>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>														