

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



University Information	
The University	<b>Zurich University of Applied Sciences</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</b> Website: <a href="https://www.zhaw.ch/en/sml/">https://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> Tel: +41 (0)58 934 46 15 Fax: +41 (0)58 935 46 15
Head International Relations	Prof. Isabelle Zulauf-Poli <a href="mailto:isabelle.zulauf@zhaw.ch">isabelle.zulauf@zhaw.ch</a> Tel: +41 (0)58 934 79 52 Fax: +41 (0)58 935 79 52
<b>International Office</b>	
Address International Office	International Office ZHAW School of Management and Law St. Georgenplatz 2 P.O. Box 8401 Winterthur Website: <a href="https://www.zhaw.ch/en/sml/study/international-office/">https://www.zhaw.ch/en/sml/study/international-office/</a> e-mail: <a href="mailto:international.sml@zhaw.ch">international.sml@zhaw.ch</a> Fax: +41 (0)58 934 68 49
Head International Office	Michael Farley (ad interim) <a href="mailto:michael.farley@zhaw.ch">michael.farley@zhaw.ch</a> Tel: +41 (0)58 934 46 15

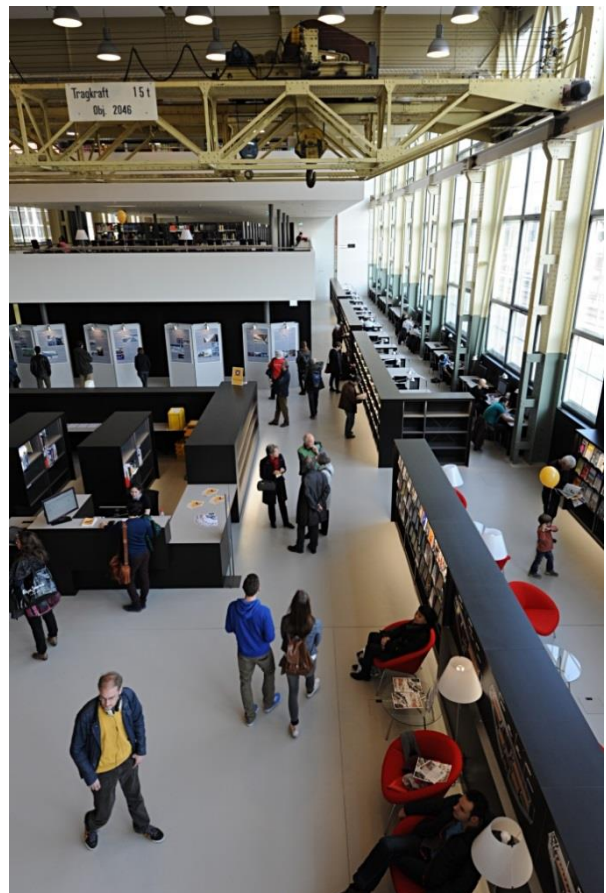
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Exchange Coordinator Outbound Europe	Lara Clerici lara.clerici@zhaw.ch Tel: +41 (0)58 934 68 55
Exchange Coordinator Inbound Overseas	Felicitas Scheller felicitas.scheller@zhaw.ch Tel: +41 (0)58 934 72 57
Exchange Coordinator Inbound Europe	Natalie Lips natalie.lips@zhaw.ch Tel: +41 (0)58 934 73 05




Academic Calendar and Application Procedure	
Structure of Academic Year (in Calendar Weeks)	<p><b>Fall Term</b>            Orientation Week: CW 37            Start of Instruction: CW 38            End of Exam Period: CW 5</p> <p><b>Spring Term</b>            Orientation Week: CW 7            Start of Instruction: CW 8            End of Exam Period: CW 26</p>
Application Procedure	Nomination from home institution required. Home coordinators will thereafter receive all documents which must be submitted by the application deadline below.
Nomination Deadline Student Exchange	Fall Term: April 30 Spring Term: September 30
Deadline Application Form & Documents	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	Study proposal must be submitted along with application form and serves as pre-registration  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><b>Business Administration</b> with majors in</p> <ul style="list-style-type: none"> <li>• General Management (Program in English)</li> <li>• Banking and Finance (Program in English)</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 (Program in English)</b></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 border="0"> <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                      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	45 ECTS														
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)														



General Information															
<p>Housing</p>   	<p>Only Off-Campus accommodation 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"> <li>• <a href="#">SWOWI</a>: Students can apply for a room directly on the homepage</li> <li>• <a href="#">WOKO</a>: Please send your application for a room to <a href="mailto:info@zhaw.ch">info@zhaw.ch</a></li> <li>• <a href="#">Livit</a>: Please send your application for a room to <a href="mailto:studentenwohnen@livit.ch">studentenwohnen@livit.ch</a></li> </ul> <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"> <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> <li>• <a href="http://www.clicklodge.ch">www.clicklodge.ch</a></li> </ul> <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 <a href="mailto:international.sml@zhaw.ch">international.sml@zhaw.ch</a> for further information.</p>														
<p>Approximate costs per month in Swiss Francs</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td>Rent &amp; Utilities</td> <td style="text-align: right;">800.-</td> </tr> <tr> <td>Food / Meals</td> <td style="text-align: right;">400.-</td> </tr> <tr> <td>Transportation</td> <td style="text-align: right;">80.-</td> </tr> <tr> <td>Leisure Activities</td> <td style="text-align: right;">150.-</td> </tr> <tr> <td>Course Materials</td> <td style="text-align: right;">40.-</td> </tr> <tr> <td>Other</td> <td style="text-align: right;">150.-</td> </tr> <tr> <td><b>Total</b></td> <td style="text-align: right;"><b>1620.-</b></td> </tr> </table>	Rent & Utilities	800.-	Food / Meals	400.-	Transportation	80.-	Leisure Activities	150.-	Course Materials	40.-	Other	150.-	<b>Total</b>	<b>1620.-</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.</p>														
<p>Arrival Information</p>	<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>														
<p>Student Support</p>	<p>Buddy System:</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)</p> <p>Support and Social Events organized by ESN (Erasmus Student Network)</p>														
<p>Students with Disabilities</p>	<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>														

Visa and Health Insurance	
<p>Visa and Residence Permit</p>	<p>Non-EU citizens require a student visa; early application 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) required for both visa and residence permit applications</p>
<p>Health Insurance</p>	<p>Basic health insurance is mandatory by law in Switzerland</p> <p>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</p> <p>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)</p>

