

GENERAL INFORMATION

Name of University University of Applied Sciences and Arts Northwestern Switzerland – FHNW
School of Business

Erasmus Code CH Brugg02

Homepage <https://www.fhnw.ch/en/degree-programmes/business>

INTERNATIONAL OFFICES

Address of FHNW School of Business International Offices	Campus Olten	International Office, Von Roll-Strasse 10, 4600 Olten, Switzerland
	Campus Basel	International Office, Peter Merian-Strasse 86, 4002 Basel, Switzerland
	Campus Brugg	International Office, Bahnhofstrasse 6, 5210 Windisch, Switzerland

International website <https://www.fhnw.ch/en/degree-programmes/business/international-experience/exchange-students>

E-Mail io.business@fhnw.ch

Head of International Relations	Prof. Robert Buttery	robert.buttery@fhnw.ch
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Head of International Office	Prof. Sabine Künzi	sabine.kuenzi@fhnw.ch
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Executive Assistant Intern. Relations	Jeannette Merguin	jeannette.merguin@fhnw.ch
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Academic Coordinators	Campus Olten	Prof. Dr. Susan Göldi	susan.goeldi@fhnw.ch
	Campus Basel	Dr. Craig Thorrold	craig.thorrold@fhnw.ch
	Campus Brugg	Paloma Baumann	paloma.baumann@fhnw.ch

International Office Coordinator	Campus Olten	Irene Diez (IN&OUT)	irene.diez@fhnw.ch
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International Office Administrators	Campus Olten	Pavel Somogyi (OUT)	pavel.somogyi@fhnw.ch
	Campus Olten	Theo Whitwill (IN)	theo.whitwill@fhnw.ch
	Campus Basel	Mirjam Beer (IN&OUT)	mirjam.beer@fhnw.ch
	Campus Brugg	Mira Jeggli (IN&OUT)	mira.jeggli@fhnw.ch

NOMINATION AND APPLICATION PROCEDURE

Applicants must be officially nominated by their home university for their exchange semester. Once nominated, students will receive an e-mail inviting them to apply. A full application dossier should be submitted online via the link sent to student after nomination.

Application Documents

- Official Transcript of Records
- Proof of sufficient English skills (or German skills for courses taught in German)
- Learning Agreement
- Insurance:
 - For non-EU/EFTA citizens: proof of health insurance valid in Switzerland
 - For EU citizens: European Health Insurance Card (credit card format)
- Passport sized photo
- Scan of first page of valid passport or identification card (only for EU nationals)

Find more information on:

<https://www.fhnw.ch/en/degree-programmes/business/international-experience/exchange-students>

Application Deadline	Autumn semester	May 30
	Spring semester	November 30

VISA

Non-EU/EFTA citizens will need to apply for a student visa shortly after receiving their acceptance package which will be sent to their home coordinator. Students applying for a visa are required by the immigration authorities to submit a proof of sufficient financial means for their study period.

For further information, please check our website: <https://www.fhnw.ch/en/degree-programmes/international/incomings/info-switzerland>

A residence permit is needed for EU and for non-EU/EFTA citizens. Costs associated with attaining a visa and residence permit for Switzerland depend on the country of origin.

ACADEMIC INFORMATION

Level of study	Undergraduate
Course Information	Information on courses (subject to change): http://web.fhnw.ch/plattformen/iobusiness/exchange/courses

LANGUAGE REQUIREMENTS

To apply as an exchange student, students must fulfil our language requirements:

English	Cambridge First A-B, Cambridge Advanced, TOEFL iBT 79, TOEFL (paper based) 540, TOEFL (computer based) 213, TOEIC 780, IELTS 6, ELP B2, Bec Vantage) for all courses taught in English or a personally signed letter from a lecturer or International Coordinator confirming the student has achieved a B2 level in English.
German	Only for students planning to take courses taught in German. Either a certificate from an acknowledged examiner (e.g. Goethe-Zertifikat B2, telc B2) or a personally signed letter from a lecturer or International Coordinator from the home university confirming the applicant has achieved a B2 level in German.

COST OF LIVING

Approximate Expenses (all prices in SFr)	Accommodation	400-900 /month
	Food	300-400 /month
	Books	200 /semester (depending on amount of courses)
	Excursions, etc.	1,000 /semester
	Health insurance and other insurances	Depending on insurance company
	Other expenses	200-400 /month
	Total per semester	
Approximate costs per month		1,000-1,900 Swiss Francs

GRANTS AND ALLOWANCES

Organisation	<u>EU partners</u> : exchange students from an European partner university studying and living in Switzerland may be eligible to receive a SEMP grant from the Swiss Government <u>Non-EU partners</u> : exchange students from a non-European (non-Erasmus+) partner university may be eligible to receive an allowance of max. CHF 2200.- which is directly used to support incoming students exchange.
Contact Person	International coordinator and/or responsible person at Home Institution

ACCOMMODATION

Accommodation	Campus Olten & Brugg: provided to all exchange students upon request (via application form) Campus Basel: provided via the accommodation service of the University of Basel http://en.wove.ch/wp/		
	Detailed information per campus online at: https://www.fhnw.ch/en/degree-programmes/international/incomings/info-switzerland		
Contact Person	Campus Olten & Brugg	Alexandra Yankam	alexandra.yankam@fhnw.ch
	Campus Basel	Mirjam Beer	mirjam.beer@fhnw.ch

EXTRACURRICULAR ACTIVITIES – STUDENTS COUNCIL, ESN OLTEN & BUDDY SYSTEM

In the FHNW there is a strong presence of students organisations. The FHNW has separate committees in each faculty such as students' councils and the Erasmus Student Network (ESN) Olten. Local students run these organisations on a voluntary basis and organise activities, trips, the buddy system and social events for and with exchange students throughout their stay at our university.

A buddy can be assigned to each exchange student who wishes it by ESN Olten. The incoming student will be contacted by a local student who will act as a buddy during the semester.