

FACT SHEET

External Bachelor's and Master's degrees recognised for admission to the University of St.Gallen

1. Scope of application

This fact sheet serves as a checklist for the recognition of external university degrees in connection with admissions to the University of St.Gallen. It takes its bearings from the terms of reference provided by the Commission for Admission and Equivalences of the Rectors' Conference of the Swiss Universities (CRUS).

2. Tertiary institution

The tertiary institution awarding the degree must be officially recognised or accredited and belong to one of the following categories:

- university,
- university-type institution,
- *Fachhochschule* (exclusively Switzerland, Germany and Austria),
- *Pädagogische Hochschule* (exclusively Switzerland).

A list of recognised Swiss tertiary institutions can be found at www.crus.ch.

Information about the recognition and accreditation of a foreign tertiary institution are provided by the following reference sources, among others:

- a) Anabin (official version); database of the Central Office for Foreign Education, German NARIC): www.anabin.de
The information is primarily aimed at German authorities and tertiary institutions but is mostly also applicable to Swiss universities.
H+: recognised or accredited tertiary institution
H-: unrecognised tertiary institution
H+/H-: individual majors/programmes are recognised/accredited
- b) Hochschulkompass (database of the German Rectors' Conference; contains the list of recognised German tertiary institutions): www.hochschulkompass.de
 - Only tertiary institutions of the category "Universities and higher education institutions that can award doctorates" are considered to be university-type institutions.
 - Degrees that are dual in character do not entitle their holders to admission to a Master's programme. Admission to a higher semester at the Bachelor's Level is possible.

An H+ rating or being listed in another reference source only means that degrees obtained at this institution can be subjected to an equivalence test with other academic degrees. This is not tantamount to a preliminary decision as to whether the degrees awarded by this institution can be treated as equivalent to a Swiss academic degree.

3. Major

In the case of a recognised degree it is assumed that the major in question is also taught at a Swiss university.

4. Degree

The degree (Bachelor or equivalent degree) must have been awarded by an officially recognised or accredited tertiary institution. At least half the course work must have been completed at the institution that has awarded the degree.

Example: for a three-year Bachelor's degree (180 ECTS credits,) at least 90 ECTS credits must have been earned at the institution that has awarded the degree.

All the course work must have been completed at a recognised tertiary institution.

Admission to a Master's programme at the University of St.Gallen is only possible, if the applicant meets the minimum requirements for an admission to the consecutive Master's programme at his home university.

5. Country-specific ratings

5.1. *Fachhochschulen* and tertiary institutions that are not permitted to award doctor's degrees (Switzerland, Germany and Austria) are not considered to be university-type institutions.

5.2. Germany: non-university majors must be listed as accredited at www.akkreditierungsrat.de.

5.3. France: the degree must have been awarded by a tertiary institution that is a member of one of the following three conferences:

- Conférence des Présidents d'Université (CPU): www.cpu.fr
- Conférence des Directeurs des Écoles Françaises d'Ingénieurs (CDEFI): <http://www.cdefi.fr/>
- Conférences des Grandes Écoles: <http://www.cge.asso.fr/>

Please note: the Bachelor's degrees awarded by the Grandes Écoles are not national degrees!

5.4. UK: Only degrees awarded by, and course work completed at, tertiary institutions that are listed as "Recognised bodies" (www.bis.gov.uk) are recognised. For admissions to the Master's Level at least a "second class, upper division" is required.

"Cross registrations" and "Open University Validation Services" are not recognised as a rule.

5.5. Australia: For admissions to the Master's Level a Bachelor's degree with honours first class or second class upper division is required.

5.6. India: Only holders of degrees awarded by Universities accredited by UGC are eligible to apply. For admissions to the master's Level a GPA of at least 60% is required.

5.7. China: Only holders of degrees awarded by "211 Universities" are eligible to apply. For the definitive admission the APS certificate of a validation interview has to be submitted.

6. Distance learning

Correspondence courses are not recognised without further clarification. They must satisfy the same requirements that are applicable to a classroom degree course, such as admission requirements, examinations and academic rights. In principle, degrees awarded by Fernuniversität Hagen (Germany) and Fernstudien Brig (Switzerland) are recognised.

7. Extent/duration of courses

a) A Bachelor's degree must have been obtained on the strength of a course that amounts to at least 180 ECTS credits and lasts at least three years.

Out of the 180 ECTS credits, a maximum 15 credits may have been earned in the form of an internship. If the programme amounts to more than 180 ECTS credits and lasts for more than three years, the number of ECTS credits earned in the form of an internship may be correspondingly higher.

In the case of foreign Bachelor's degrees, admission to a Master's programme basically requires the highest possible Bachelor's degree within the major in the country in question. Depending on the education system, foreign degrees may be required to have been awarded after a four-year course (240 credits) or be honours degrees.

- b) A recognised Master's degree must last at least 12 months and amount to 60 ECTS credits.
- c) Recognised consecutive degree: a recognised consecutive Bachelor's or Master's degree must amount to at least 270 ECTS credits. Both the Bachelor's and Master's courses must have been completed in the same major.

Examples of recognised consecutive degrees:

- Bachelor's degree in Management with 180 ECTS credits + Master's degree in Management with 90 ECTS credits or
- Bachelor's degree in Management with 240 ECTS credits + Master's degree in Management with 60 ECTS credits.

Examples of consecutive degrees that are not recognised:

- Bachelor's degree with 180 ECTS credits + Master's degree with 60 ECTS credits or
- Bachelor's degree in IT + Master's degree in Law

8. Contact

If you have any questions regarding the recognition and rating of your degree, please contact:

University of St.Gallen

Admissions and Crediting Office

Dufourstrasse 50

9000 St.Gallen

www.zulassung.unisg.ch

Tel. +41 (0)71 224 39 31

Please note that your enquiries can only be processed if you submit detailed information about your studies (reports and information about the crediting and grading system).