The University of St.Gallen (HSG) offers its students not only purely subject-specific knowledge but also the prerequisites for personal development.

- integrative and practice-relevant education
- promotion of entrepreneurial spirit
- inspiring campus in the heart of Europe
- global networks
- life-long community (31,677 alumni)
- student life (180 clubs and associations)

**Facts**

- top-rankings and renowned accreditations
- > 90% of graduates would choose HSG again
- excellent employability rate: 4 out of 5 Bachelor’s and Master’s graduates have a job by the time of their graduation
- partnership with 200 universities around the world

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**DEGREE PROGRAMMES**

**Bachelor**

- Business Administration English and German
- Economics English and German
- International Affairs English and German
- Law German (some courses in English)
- Law and Economics German (some courses in English)

**Master**

- Banking and Finance English
- Strategy and International Management English
- Quantitative Economics and Finance English
- International Law English
- International Affairs and Governance English and German
- Marketing Management English
- Accounting and Finance English
- Economics English and German
- Business Innovation German
- Business Management German
- Law German
- Law and Economics German
- Management, Organization Studies and Cultural Theory German (some courses in English)
- Computer Science (Autumn semester 2021) English

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**CEMS**

CEMS is a global alliance of academic and corporate institutions dedicated to educating and preparing future generations of international business leaders. Can be combined with all of our Master programmes.

cems.unisg.ch

**Double Degree**

The University of St.Gallen offers several double degree programmes that award students two full master’s degrees from the partnering institutions. Most graduate programmes in St.Gallen offer a double degree option.

unisg.ch/doubledegrees

**THEMIS**

The International Legal Network of Excellence offers a joint certificate programme in International and Business Law for graduate-level law students focusing on theoretical and practical business law skills.

unisg.ch/en/studium
FULL SEMESTER EXCHANGE
Bachelor • Master • CEMS • Swiss Mobility • THEMIS

Autumn semester
September to December

Spring semester
February to May

SPECIALISED SHORT-TERM PROGRAMME
ISP – International Study Programme
for MBA students
10-week programme in English for MBA students from
partner universities.
ISP students must be enrolled in an MBA programme at
their home university and have significant work experience.
ISP students attend a special ISP Orientation Programme.

Autumn term
September to November

Spring term
Januar to March

Core courses (required for all students)
• Leadership in European Companies
• Strategic Management
• Team Building: Leadership and Team Competencies
• European Corporate Governance
• European Culture and International Management

Elective courses (minimum two required)
• International Entrepreneurship
• Investment Banking
• Europe’s Business Environment
• Global Managerial Communication

Optional courses
• German Language (for beginners)
• European Company Exploration
• German language course for beginners

ISP students register for classes with the ISP
programme director. An average ISP class size
is fewer than 40 students.
ISP courses are taught entirely in English.
isp.unisg.ch

LANGUAGE OF INSTRUCTION
German and English (course availability will vary depending
on degree programme).

LANGUAGE REQUIREMENTS
German
Guest students are not required to be fluent in German,
although some basic language skills are helpful. For courses
taught in German, students should have at least B2 level CEFR.

English
• Bachelor – Master – CEMS: No formal English test
required but guest students are expected to have
an advanced level of English comparable to B2 level
CEFR for courses taught in English.
• ISP: Non-native English speakers must have a minimum
of TOEFL score of 89 (ibt) or IELTS score 6.5. This
requirement is waived for students enrolled in an
English-taught MBA at the home university.

LANGUAGE COURSES
Bachelor • Master • CEMS • Swiss Mobility • THEMIS
Incoming exchange students are invited to enrol in a
cost-free, seven-day intensive German language course
before the semester starts and may continue with the
course during the semester. Other language courses
offered during the semester may include: Chinese, English,
French, Italian, Japanese, Portuguese, Spanish, Russian.
EXAMINATIONS
Bachelor • Master • CEMS •
Swiss Mobility • THEMIS
Examinations may be taken only for courses allocated through the bidding process.

Format
Examinations may be oral and/or written. Presentations/course participation may also constitute part of the final grade.

Examination schedule
There are two different types of examination periods. Term time examinations take place within or latest by the end of the term time period whereas inter-term break examinations take place after the end of the term time period.

Guest students are entitled to take all examinations during the term time examination period resp. within the official lecture period. The official examination period of each course is indicated in the appropriate course/examination fact sheet.

GRADE TRANSCRIPTS
An electronic notification of grades will be published on our student platform about seven weeks after the end of the exchange term.

Hard copies of the transcripts will be sent to the home university approximately 10 weeks after the end of the exchange term.

Electronic notification of grades of term time examinations
Autumn semester: early February
Spring semester: mid-July

Electronic notification of grades of inter-term break examinations
Autumn semester: early March
Spring semester: mid-August

COURSE INFORMATION
Courses are offered in English in Business Administration, Economics, International Affairs, Social Sciences and Law. The definite course programme is available approximately one month before the semester starts.

Bachelor
Bachelor students may only attend master’s courses if necessary and if prerequisites are fully met. However, students must confirm with their home university in advance if those courses are recognised for credit transfer towards their home degree studies.

Master’s core courses are not open for guest undergraduate students.

Further information can be found on our homepage Incoming Guest Students.

Master
Master’s students may attend undergraduate courses if necessary, however, they must confirm with their home university in advance if those courses are recognised for credit transfer towards their home degree studies.

CEMS MIM
CEMS MIM course programme and descriptions can be found on:
cems.org/hsg

COURSE REGISTRATION
Bachelor • Master • CEMS •
Swiss Mobility • THEMIS
Course registration takes place through an online course registration procedure (bidding) about three weeks before the semester begins. Student Mobility will inform guest students about the process well in advance.
Further information can be found on our homepage Incoming Guest Students.

Courses take place throughout the entire semester (13 weeks) and/or in block seminars.

REQUIRED WORKLOAD
Bachelor • Master • CEMS •
Swiss Mobility • THEMIS
The workload per semester averages 24–30 ECTS credits. Guest students are required to take at least 16 ECTS credits and may not exceed 40 ECTS credits per semester. 1 ECTS corresponds to 30 course-related working hours (in and out of class). Credits are awarded only for successfully passed courses. Special workload requirements apply to CEMS and THEMIS according to their corresponding curriculum regulations.

TERM TIME EXAMINATION PERIOD
Autumn semester: Sept–Dec
Spring semester: Feb–May

INTER-TERM BREAK EXAMINATION PERIOD
Autumn semester: Jan–Feb
Spring semester: June–July

GUEST STUDENTS ENROLLED FOR TWO CONSECUTIVE SEMESTERS
Students staying for two consecutive semesters must take examinations for their first semester courses as specified in the course/examination fact sheet. If an “inter-term break examination” is specified, they may schedule a “term time examination” if the course instructor permits.
LIVING EXPENSES

Housing
Housing Office provides off-campus housing for guest students if requested.

- Non-refundable application fee: CHF 250 (required)
- Housing price per room: CHF 550 to 750 or higher per month, depending on personal requirements
- Facility management fee: CHF 150
- Liability insurance: approx. CHF 20
- Students may arrange housing on their own

HOUSING OFFICE
T: +41 71 224 22 00
housing@unisg.ch

Monthly living expenses (in Swiss francs)
Accommodation (rent plus utilities) 550–750; Food 600; Communication (telephone, internet, TV) 70; Transport (public and private) 140; Insurances (liability, health) 100–280; Leisure activities 140; Other 100–150

Transportation
In Switzerland, travelling by public transport is very convenient and it is encouraged. Students are advised to obtain the Swiss Federal Railway half-fare card in order to save 50% on all tickets for trains, buses, trams, ferries. It is available for CHF 185 and valid for one year.
sbb.ch/en

Insurance
Full-semester guest students must either have proof of sufficient health insurance coverage for Switzerland from provider in home country or purchase health insurance in Switzerland. Acceptable proof varies according to nationality.

STUDENT SERVICES

Student Mobility
Student Mobility handles all administrative responsibilities related to guest students.
exchange.unisg.ch

Special Needs
Students with a disability or a chronic illness may face particular challenges during their studies and may require special assistance. Careful reflection and early planning are crucial for an exchange semester to be successful. Contact Student Mobility at the University of St.Gallen well in advance.
hservices/special needs

BuddySystem
The BuddySystem organises various events for guest students bringing local and international students together and promoting Swiss culture through various events.
ressortinternational.ch

Career Services Center
Guest students have access to information on internships and may participate in recruitment fairs.
hsgcareer.ch/en

Library
567,000 volumes; 181,000 E-books; 71,000 E-journals
unisg.ch/en/universitaet/bibliothek

Sports Office
Sports activities on- and off-campus. Weight and workout rooms, gym, tennis, beach volleyball, football field. Off-campus recreation facilities nearby for skiing, sailing, golfing, climbing, etc.
unisg.ch/en/universitaet hservices/ sport

STUDENT ENGAGEMENT

The Student Union is the official student representative body at the HSG and the umbrella organisation of all the student associations and initiatives. Its representatives and the students work towards the realisation of their ideas and contribute to the development of the university.
shsg.ch

Student associations & initiatives
About 120 student associations and initiatives contribute to a rich and diverse university life. These include the BuddySystem and many cultural and sporting activities.

Events of international significance organised by HSG students
- The St.Gallen Symposium – symposium.org
- The oikos Model WTO – model-wto.org
- HSG TALENTS Conference – hsgtalents.ch
- START Summit – startsummit.ch

HSG promotes entrepreneurship
Start-ups provide innovative solutions for society and strengthen the economy. HSG actively supports entrepreneurship with numerous consultations and events.
startuphsg.com
NOMINATION BY PARTNER UNIVERSITY

Online nomination Bachelor • Master • CEMS • ISP • Swiss Mobility • THEMIS

Nominations must be entered in our online portal Mobility-Online using the personal login provided. Login data should be kept on record for future nominations.

Nominated students must be enrolled at their home university in study fields similar to degree study fields of the University of St.Gallen (Management, Business Administration, Economics, Political Sciences and Law).

STUDENT APPLICATION REQUIREMENTS

After a nomination is entered in the Mobility-Online portal, Student Mobility will provide the student with further instructions and information about completing the online application.

Online student application

Autumn term nomination period
1 February to 15 April
Spring term nomination period
1 February to 15 April and 15 May to 15 September*

* Late nominations may be possible until 20 September but require prior verification with Student Mobility. Swiss Mobility Spring nominations only: 31 October at the latest.

OPTIONAL SEVEN-DAY GERMAN LANGUAGE COURSE

Bachelor • Master • CEMS • Swiss Mobility • THEMIS

Student Mobility organises an optional intensive German language course prior to the start of each semester. All students with beginning, intermediate and advanced levels of German are welcome to attend free of charge. No credits are awarded for this course. ISP students may take part in an ISP German language course for beginners as one of their electives.

MANDATORY ORIENTATION PROGRAMME

Bachelor • Master • CEMS • Swiss Mobility • THEMIS

A mandatory Orientation Programme takes place prior to each semester. The programme includes orientation, access to university network and student e-mail, as well as social activities. No credits are awarded. Students who do not attend will not be able to start the exchange programme.

Autumn term nomination period
1 February to 15 April
Spring term nomination period
1 February to 15 April and 15 May to 15 September*

* Swiss Mobility Spring nominations only: 31 October at the latest.

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TERM CALENDAR 2021/22
AUTUMN SEMESTER 2021

14 September–25 November 2021
ISP Autumn 2021 (programme for MBA students from partner universities)

05–10 September 2021
CEMS block seminar (one week, starting Sunday)

08–16 September 2021
Optional German language programme for autumn semester guest students

16 September 2021
Mandatory Orientation Programme for autumn semester guest students

20 September 2021
Mandatory CEMS semester kick-off for CEMS students

20 September–24 December 2021
Autumn semester 2021 (includes exams for guest students staying only one semester)

About 2½ weeks before 02 September 2021
Course registration – bidding starts (CEMS students 26 August 2021)

01–13 November 2021
Break autumn semester 2021 (block courses and CEMS requirements may take place)

SPRING SEMESTER 2022

11 January–17 March 2022
ISP Spring 2022 (programme for MBA students from partner universities)

09–17 February 2022
Optional German language programme for spring semester guest students

17 February 2022
Mandatory Orientation Programme for spring semester guest students

21 February 2022
Mandatory CEMS semester kick-off day for CEMS students

21 February–28 May 2022
Spring semester 2022 (includes exams for guest students staying only one semester)

About 2½ weeks before 03 February 2022
Course registration – bidding starts (CEMS students 27 January 2022)

24 February–04 March 2022
CEMS Business Project Kick-Offs

04–16 April 2022
Break spring semester 2022 (block seminars and CEMS requirements may take place)