

Fact Sheet “External Bachelor’s and Master’s Degrees recognised for Admission to the University of St.Gallen”

Fact sheets provide general information about the organisation of degree courses and reflect the present legal situation. They express the provisions issued by the University bodies in concrete terms and summarise the most important points. The Dean of Studies issues this fact sheet pursuant to Art. 77(1) of the University Statutes [Consolidated Statute Book of the Canton of St.Gallen No. 217.15; US] for the specification of the admission conditions for applicants with external degrees.

1. Field of application

This fact sheet serves as a checklist for the recognition of external university degrees regarding admission 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 Swiss Universities (swissuniversities).

2. Definition of “recognised tertiary institution”

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

- University,
- University-type institution,
- University of Applied Sciences (*Fachhochschule*, only in Switzerland, Germany and Austria),
- University of Education (*Pädagogische Hochschule*, only in Switzerland).

A list of recognised Swiss tertiary institutions can be found under <http://www.swissuniversities.ch/>.

3. Definition of “recognised degree” (Bachelor’s, Master’s or equivalent degree)

- 3.1. The degree must have been awarded by a tertiary institution officially recognised or accredited by the host country.
- 3.2. The field of study must be in a major that is offered by a Swiss University.
- 3.3. In cases of “cross registrations” or transnational degrees, students must have passed all examinations at a recognised or accredited tertiary institution in accordance with Point 2 above.
- 3.4. At least half of the course work must have been completed at the institution that has awarded the degree.

4. Recognised Bachelor’s degree

- 4.1. 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.
- 4.2. 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 ECTS credits) or to be honours degrees.
- 4.3. Admission to the Master’s Level at the University of St.Gallen is contingent on a Bachelor’s degree in a major that is similar to the Master’s programme in question. The precise specifications can be found in the admission conditions.

Example: Bachelor’s degree in Economics for a Master’s degree in Economics

5. Recognised Master's Degree

5.1. Bachelor's and Master's courses must have been completed in the same field of study (consecutive major).

Example:

Recognised: Bachelor's degree in Economics + Master's degree in Economics

Not recognised: Bachelor's degree in IT + Master's degree in Economics

5.2. A Master's degree must last at least one year and amount to 60 ECTS credits. Bachelor's and Master's degree must amount to a total of at least 270 ECTS credits.

Example:

Recognised: Bachelor's 180 ECTS-Credits + Master's 90 ECTS-Credits = 270 ECTS-Credits

Recognised: Bachelor's 210 ECTS-Credits + Master's 60 ECTS-Credits = 270 ECTS-Credits

Not recognised: Bachelor's 180 ECTS-Credits + Master's 60 ECTS-Credits = 240 ECTS-Credits

6. Degree from a university of applied sciences

6.1. Students can be admitted to a Master's programme at the University of St.Gallen if they hold a Bachelor's degree in Business Administration and have achieved a minimum grade average of 5.00 (Germany and Austria: 2.00) in their final report. The supplementary work shall apply according to the programme specific admission regulations. This is applicable to Swiss, German and Austrian university of applied sciences. Students with a degree of a university of applied sciences from another country cannot be admitted.

6.2. A degree in Business Administration from a university of applied sciences has to amount to 90 ECTS credits from the core subjects of Business Administration, Economics, Law and Mathematics/Statistics, with at least 45 ECTS credits from Business Administration.

6.3. Internship credits must not exceed the workload of half a semester.

6.4. Holders of degrees with a dual character (cooperative state university, university of applied sciences) can only be admitted to a Master's programme in Business Administration and only through the Master's preparatory level.

7. Distance Learning

Degrees awarded by Fernuniversität Hagen (Germany) and Fernstudien Brig (Switzerland) are recognised. Other degrees obtained in the way of distance learning can be recognised if the same requirements that are applicable to a classroom degree course (e.g. admission requirements, exams, etc.) are fulfilled.

8. Specific admission requirements for selected countries

Australia:

For admission to the Master's Level, a "Bachelors's degree with Honours" with a classification of at least "second class, upper division" is required.

China:

Only holders of degrees awarded by "211 Universities" are eligible to apply. For definitive admission, students have to submit an APS certificate.

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 Ecoles Françaises d'Ingénieurs (CDEFI): www.cdefi.fr
- Conférence des Grandes Ecoles (CGE): www.cge.asso.fr
- Ecoles et formations visée : www.cefdg.fr

Bachelor's degrees awarded by the Grandes Ecoles have to be fully accredited by the French state (diplômes visés par l'Etat).

Germany

- The recognised German tertiary institutions are listed under www.hochschulkompass.de. Only the listed universities within the category “Universitäten und Hochschulen mit Promotionsrecht” are recognised as such.
- Accredited courses of universities of applied sciences are listed under www.akkreditierungsrat.de.

India:

- Only holders of degrees awarded by universities that are accredited by the UGC are eligible to apply.
- A recognised Bachelor’s programme must last at least four years. Three-year programmes can be recognised on the basis of a single assessment.
- For admission to the Master’s Level, a GPA of at least 60% is required.

Liechtenstein:

For admission to the Master’s Level, a Bachelor’s degree with an average grade of at least 5.00 is required.

New Zealand:

For admission to the Master’s Level, a “Bachelor’s degree with Honours” with a classification of at least “second class, upper division” is required.

Singapore:

For admission to the Master’s Level, a classification of at least “second class, upper division” is required.

UK:

- Only degrees awarded by, and course work completed at, tertiary institutions that are listed as “recognised bodies” (<https://www.gov.uk/check-a-university-is-officially-recognised/recognised-bodies>) are recognised.
- “Cross-registrations” and “Open University Validation Services” are not recognised as a rule.
- For admission to the Master’s Level, a classification of at least “second class, upper division” is required.

USA:

Only holders of degrees awarded by universities that are accredited by a “Recognised Regional Accreditation Organization” are eligible to apply.

9. 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

CH-9000 St.Gallen

<http://www.admissions.unisg.ch>

phone: +41 (0)71 224 39 31 / email: admissions@unisg.ch

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).

10. Implementation

This Fact Sheet was implemented by the Dean of Studies on 14 November 2016 and applies for applications for Autumn Semester 2017 onwards.¹

¹ Pursuant to Art. 123 of the University Statutes (Consolidated Statute Book of the Canton of St.Gallen No. 217.15, US), only the German version of this fact sheet is legally binding in cases of disputes regarding translation and interpretation.