



University of St. Gallen

Centre for Languages and  
Transcultural Communication

# Language Services

2023/24



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Language Services  
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From insight to impact.

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# Welcome!



Our language services are available to all students, staff and faculty of the university. In this brochure we will introduce you to our wide range of services.

We are sure that you will find a suitable offer that meets your needs and will support you in preparing for an exchange semester, for your language exam or for an international career.

Of course, you can also learn a new language simply for fun or to brush up or deepen an already learned language

A handwritten signature in black ink that reads "A. Vogel". The signature is written in a cursive, flowing style.

Andreas Vogel  
Executive Director of the Language Services



«We are happy to accompany and support you during your time at the University of St.Gallen with our wide range of offers in the field of languages and language learning.»

# Which topic are you interested in?

## Language learning and improvement

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# Competence Centre for Languages at the University

## Language Services

If you have any questions about the services described in this brochure, please contact the Executive Director of the Language Services:



Andreas Vogel, M.A. HSG  
sprachenservices@unisg.ch  
Tel: +41 71 224 25 80

## Language Courses in the Contextual Studies

Please contact the Executive Director Languages for all your questions regarding the curricular language courses of the contextual studies as well as credit possibilities for external language certificates:



Raffaella Strähl, M.A. HSG  
sprachen@unisg.ch  
Tel: +41 71 224 21 48



The Centre for Languages and Transcultural Communication is the ideal contact point for all questions related to the language and linguistic education at the University of St.Gallen.



# Intensive Test Preparation



Our dedicated instructors of our TOEFL and GMAT preparation courses share their experience with the course participants and provide valuable tips.

## TOEFL Preparation Courses

Do you want to take the TOEFL? – The Language Services of the University of St.Gallen offers you the opportunity to improve your chances of success in the online TOEFL-Test, through an intensive course specially designed for this purpose. The twelve-hour course enables you to prepare for the TOEFL examination under the guidance of our tutor with years of experience in the field.

### The topics will include the following:

- Structuring your writing (includes the unique chance to have your writing skills individually evaluated!)
- Strategies for high scores in speaking
- Practicing your listening
- How to succeed in the reading section
- General test-taking strategies
- Using time pressure to your advantage
- What the test-makers request



In the course materials, which have been continuously developed further over the years, you will find the most important tips and contents as well as exercises for the test.



A tour of the test room and practical tips on site are also part of the test preparation courses.

## GMAT Preparation Courses

Do you want to improve your chances of success in the online GMAT Test? GMATZurich, a long-time partner of the University of St.Gallen, offers you the opportunity to do so, through an intensive course specially designed for this purpose.

This tailor-made preparatory course is provided by the Language Services, to help you successfully complete the GMAT. The experienced course teachers help you practice techniques and strategies for successfully solving the tricky test questions.

The training is supplemented by exam strategies and tips on time management during the test. The course is offered as a block seminar and provides the perfect preparation for the test.

## Course Registration

You will find further information as well as the link to the binding course registration on our homepage, if you are interested in participating in one of our intensive preparation courses:

[sprachenservices.unisg.ch](https://sprachenservices.unisg.ch)



# Self-Learning Centre

## Learn Languages in a Relaxed Atmosphere

The Self-Learning Centre gives you the opportunity to train your grammar, vocabulary, listening comprehension, and pronunciation on the computer individually. For this, there is various learning software and literature available in our reference library. We also provide materials for the preparation of the TOEFL, TEF, GMAT, ILEC, CPE and other tests.

At the Self-Learning Centre, you will find software and/or literature for exercising the following languages: Arabic, Chinese, Croatian, Czech, German, English, French, Italian, Japanese, Portuguese, Russian, Swiss German, and Spanish.

## Opening Hours of the Self-Learning Centre

Monday: 2 p.m. - 6 p.m.  
Tuesday: 2 p.m. - 6 p.m.  
Wednesday: 2 p.m. - 6 p.m.  
Thursday: 2 p.m. - 6 p.m.

### Exceptions:

19 May - 17 Sept. 2023  
27 Oct. - 12 Nov. 2023  
15 Dec. 2023 - 18 Feb. 2024  
29 Mar. - 14. Apr. 2024  
17 May - 15 Sept. 2024

We will publish eventual changes on our website and on the Languages for Life platform.

If you would like to use the Self-Learning Centre outside the regular opening hours, please apply accordingly to:  
[sprachenservices@unisg.ch](mailto:sprachenservices@unisg.ch)

## Terms of Use

The use of the Self-Learning Centre is free of charge for students and employees of the university. It is highly recommended that you enter a reservation of a workstation into our reservation platform prior to your visit:

[languages-for-life.ch](https://languages-for-life.ch)

Externals of the university also have the possibility of using our infrastructure for a fee. This fee amounts to CHF 60 per semester.

# Conversation Courses

## Languages, Cultures and the Air of Foreign Countries

Complementary to the curricular language instructions of the University of St.Gallen, the Language Services organize Conversation Courses for all students.

Participation is voluntary and free of charge. Fellow students who are native speakers will instruct the participants and introduce them into the culture of their country of origin.

Courses are possible in all languages provided that there is a qualified course instructor and at least 5 interested participants.

Each semester, we offer courses in:

- Chinese
- German
- English
- French
- Italian
- Japanese
- Portuguese
- Russian
- Swiss German
- Spanish.

Furthermore, we offer courses in :

- Arabic
- Hindi
- Dutch
- Norwegian
- Swedish
- Thai
- Ukrainian

Intensive lessons at the Arabic course with tutor Samaan A.





The training of specific grammatical aspects is also possible in terms of Conversation Courses.

## Registration for participating in Conversation Courses

You will find an overview of the conversation courses offered in the current semester on our website.

If you are interested in participating in one of our conversation courses, you will find additional information in the fact sheet on our website and can register using the link “Registration for Students”.

[sprachenservices.unisg.ch](https://sprachenservices.unisg.ch)

## Application for Course Instructors

Students who would like to serve as course instructors in their native language must fulfill these requirements:

- They would like to teach their native language.
- They are able to motivate students to speak.

If the course takes place, you will receive CHF 25 per hour of lecture (conditionally to changes).

Please find further information and the link to the application forms on our website.

[sprachenservices.unisg.ch](https://sprachenservices.unisg.ch)



«Who am I!» - Exercise in the German Conversation Course

# Language Tandems

## Language Learning and Cultural Exchange one on one

The Language Services offer you the platform to create language tandems with other people, who are willing to teach you their language and learn more about your language in return.

Are you interested in learning a language on an individual level at your pace and in a dynamic schedule while teaching someone your language and giving him or her insights into your culture? Then, our language tandem programme is the right thing for you!

Create yourself a login directly on our platform right now, then click the button to access the language tandem section:

[sprachenservices.unisg.ch](https://sprachenservices.unisg.ch)



# Rosetta Stone®

## Rosetta Stone® Online Language Courses

The license of the internationally renowned language learning system Rosetta Stone gives you full access to 24 languages on beginner level and allows deeper insights into 7 of them on advanced level. The Language Services offer licenses of the world-wide renowned online language learning system Rosetta Stone® at very attractive conditions.

## The two Parts of Rosetta Stone® Catalyst

After a brief placement test, you will be either assigned to Rosetta Stone Foundations (levels A1-B1 GEFR) or if your language is available, you can directly start with Rosetta Stone Fluency Builder (levels B2-C2 CEFR).

## Content and Languages of Fluency Builder

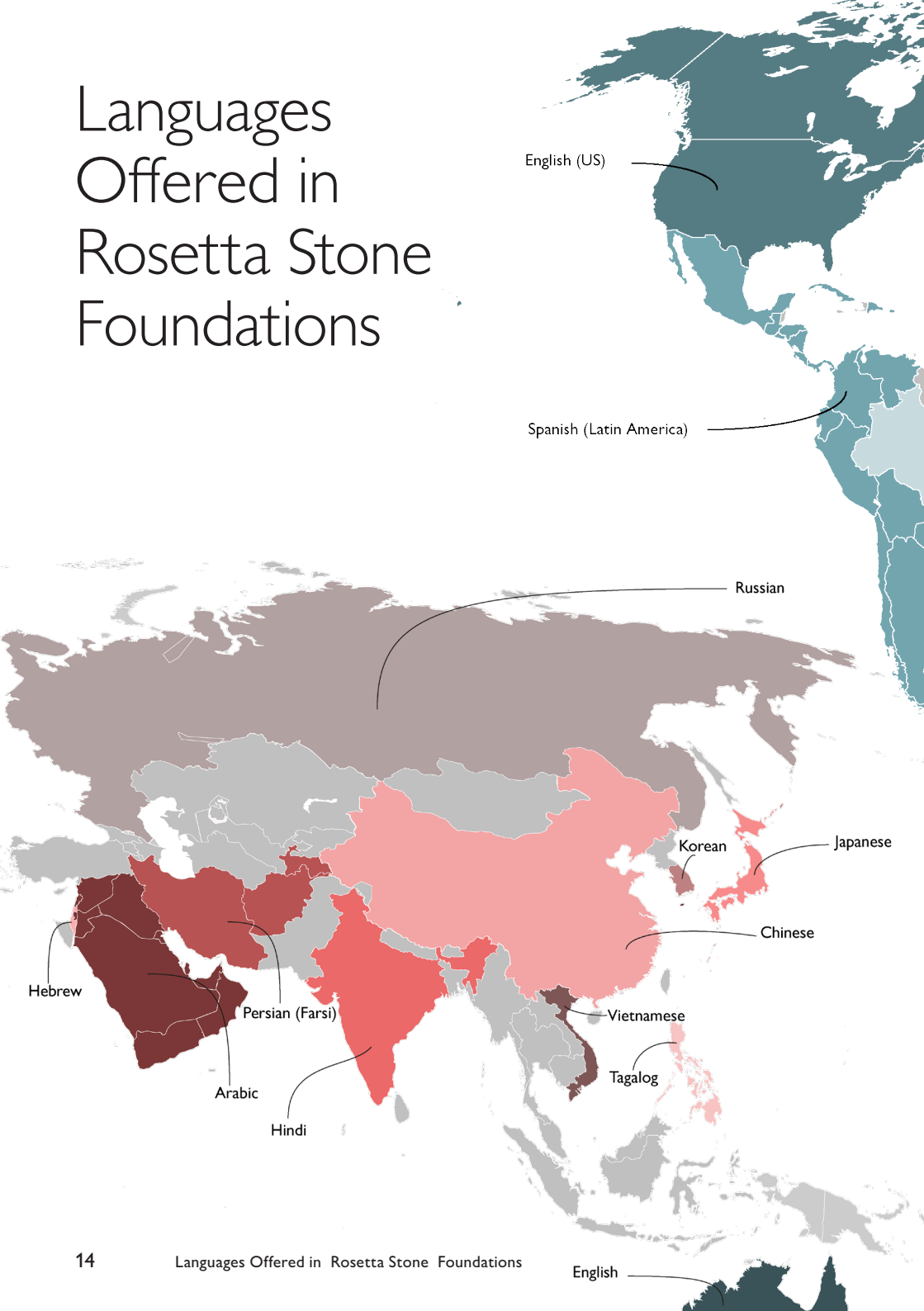
While the relaxed, varied nature of the Rosetta Stone® Foundations is also felt in Fluency Builder, the tutorial has been supplemented with grammatical explanations and exercises, adding considerable depth.

The Fluency Builder is available for the learning languages German, English (British or American), French, Italian and Spanish (Latin America or Spain).

## Further Information and License Ordering

Please find detailed information about the learning methods of Rosetta Stone as well as regarding the ordering of your license on our homepage:  
[sprachenservices.unisg.ch](http://sprachenservices.unisg.ch)

# Languages Offered in Rosetta Stone Foundations







# Language Island

Whether it's raining or snowing outside, the sun is always shining on our Language Island, located in the middle of campus, in the heart of the library building.

Here, you can relax and fully dedicate yourself to language learning. We have set up a tablet for you to practice with Rosetta Stone language learning software (see page 13).



# Language Services for Employees



In principle, all language services mentioned so far in this brochure are open to employees of the University of St.Gallen at the same conditions as to our students.

In addition, the Centre for Languages and Transcultural Communication offers the following services to HSG employees in close cooperation with the HSGacademy:

## Conversation Courses in German for Employees A1/A2

The course is designed to meet the linguistic, content-related and intellectual requirements of adult learners who need the German language in the workplace and in business life, starting at language level A1.

## Conversation Courses in English for Employees B1/B2 and C1/C2


These conversation courses cover work-specific topics that participants encounter in their daily work. You will review tricky grammar structures, expand your vocabulary, and get lots of speaking practice.


## Language Learning Software

Rosetta Stone, 3 months (see page 13). This offer is free of charge for all employees of the University of St.Gallen.

You are welcome to register for these courses via the HSGacademy course portal or order a license for Rosetta Stone there.

If you have any questions about this, please contact:

 [hsgacademy@unisg.ch](mailto:hsgacademy@unisg.ch)

 [hsgacademy.unisg.ch](https://www.hsgacademy.unisg.ch)



«With Languages, you are at  
home anywhere.»

Edmund de Waal