

University of Applied Sciences Northwestern Switzerland

School of Education

A. Institutional details and contacts

Name of Institution	Fachhochschule Nordwestschweiz FHNW Pädagogische Hochschule University of Applied Sciences Northwestern Switzerland School of Education
Erasmus ID Code	CH BRUGG02
Postal Address	International Affairs Bahnhofstrasse 6 CH 5210 Windisch
Visiting Address	Bahnhofstrasse 6 CH 5210 Windisch
Website	www.fhnw.ch/ph (German only) https://www.fhnw.ch/de/studium/paedagogik/international/incoming (English) https://www.studyinswitzerland.plus/university/phfhnw/ (English, swissuniversities)
Institutional Coordinator:	Dr. Miriam Ronsdorf Head of International Affairs School of Education Bahnhofsstrasse 6, 5210 Windisch +41 56 202 84 74 miriam.ronsdorf@fhnw.ch

B. Semester dates

Spring semester February 01 – August 31 / courses start at the beginning of February and end after the first week of June.

Autumn semester September 01 – January 31 / courses start in mid September and end in the penultimate week of December

At the beginning of September the International Welcome Week FHNW takes place for our Incoming students (2 ECTS).

C Application procedures and course booking

We ask partner universities to nominate¹ exchange students to the institutional coordinator by the dates given below.

Nominated students will receive an application form that must be sent to the receiving institution by the dates given below:

¹ If students need visa/residence permit, please nominate them earlier.

Autumn term			Spring term		
Nomination	Application	Course booking:	Nomination	Application	Course booking:
May 31	June 15	June 25	Nov 30	December 15	Dec 30

The receiving institution will send its decision of acceptance within 6 weeks after the application has been completed. On acceptance incoming students will also be informed about registration.

Incoming students receive all course information and access to the internal sites after completed application and acceptance.

The University of Applied Sciences Northwestern Switzerland welcomes students and staff members with disabilities, however acceptance requires approval. For more information see: <https://www.fhnw.ch/de/die-fhnw/hochschulen/ph/gleichstellung-diversity-nachteilsausgleich>

D. Recommended language skills

As the language of instruction of most undergraduate courses is German, the recommended minimum language competence level is generally B1 (according to the “Common European Framework of Reference for Languages”).

E. Transcript of Records and grading system

A Transcript of Records (ToR) will be issued by the receiving institution no later than 5 weeks after the semester has finished.

In many courses there is no grading system, but there is a pass/fail system.

If you need grades for the Transcript of Records, please clarify the possibility of receiving a grade at the beginning of the semester and have the decision made in writing (email is sufficient).

Grades are awarded from 6 (best) to 1, with 4 being the minimum score required to pass:

Grading scale	6.0	5.5 - 5.0	4.5 - 4.0	3.5 - 1.0
ECTS grade	A	B/C	D/E	F
In words	excellent	very good good	satisfactory sufficient	deficient fail

ECTS credits 1 semester: 30 ECTS credits

1 full academic year: 60 ECTS credits

F. Visa

Nationals of EU/EFTA-countries: No visa required to enter Switzerland.

Nationals of non-EU/EFTA countries: Check visa requirements with the Swiss Embassy in your country of residence (<https://www.ch.ch/en/swiss-missions-abroad/>). The embassy site generally posts a list of documents to bring along to the visa appointment. Schedule visa appointments early.

The sending and receiving institutions will provide assistance, when required, in securing visas for exchange students, according to the requirements of the Erasmus Charter for Higher Education. See also

<https://www.eda.admin.ch/eda/en/fdfa/entry-switzerland-residence/visa-requirements-application-form.html>

G. Mandatory health insurance

In Switzerland a health and accident insurance for stays of longer than three months is mandatory. A basic

insurance plan covers medical care in the case of sickness or accident.

After arriving in Switzerland and registering with your municipality of residence, you have three months in which to take out health insurance. Provided you register within this time, you are insured from the time you enter Switzerland.

Students are responsible for taking out health insurance themselves.

Learn more: <https://swisscare.com/student-health-insurance-switzerland/>

Exemption from mandatory health insurance:

Persons from the EU/EFTA area who have a European health insurance card can, on application, exempt themselves from the duty to take out health insurance. This is also true of students from non-EU countries whose health insurance schemes are recognised by the Swiss authorities. Find out from your health insurance organisation whether your scheme covers you in Switzerland.

H. Accommodation

See the links for various accommodation offerings:

<https://markt.unibas.ch>

<https://www.wgzimmer.ch/>

<http://www.wove.ch/wp>

<https://www.unibas.ch/de/Studium/Student-Life/Wohnen/Genossenschaft-Studentenheim.html>

<http://borromaeum.ch/home.html>

<http://www.studentenhaus.ch/>

<https://alumneum.unibas.ch/de/home>

<https://www.studienhaus.ch/en/home.html>

<https://www.profilia.ch/d/>

I. Buddy System and experiences of our exchange students

The School of Education FHNW provides every Incoming student with a Buddy of the European Student Network ESN. ESN organises activities for all Incomings of FHNW: <https://fhnw.esn.ch/>

Experience reports:

<https://www.fhnw.ch/de/studium/paedagogik/international/erlebnisberichte/erlebnisberichte-von-incoming-students>

J. General Information

The FHNW School of Education is one of nine school of the University of Applied Sciences and Arts Northwestern Switzerland (FHNW). Information <https://www.fhnw.ch/en/international> (English)

Studying in Switzerland+ – a webpage published by “swissuniversities” (swissuniversities works to strengthen and enhance collaboration among Swiss institutions of higher education and promotes a common voice on educational issues in Switzerland)

<https://www.studyinswitzerland.plus/>