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UNIVERSITY
OF BERN

UNIVERSITY OF BERN

INFORMATION FOR SEMP EXCHANGE STUDENTS

2024/25

Welcome to our world

BEST MINDS

19300+ Students
12% International
120+ Nationalities

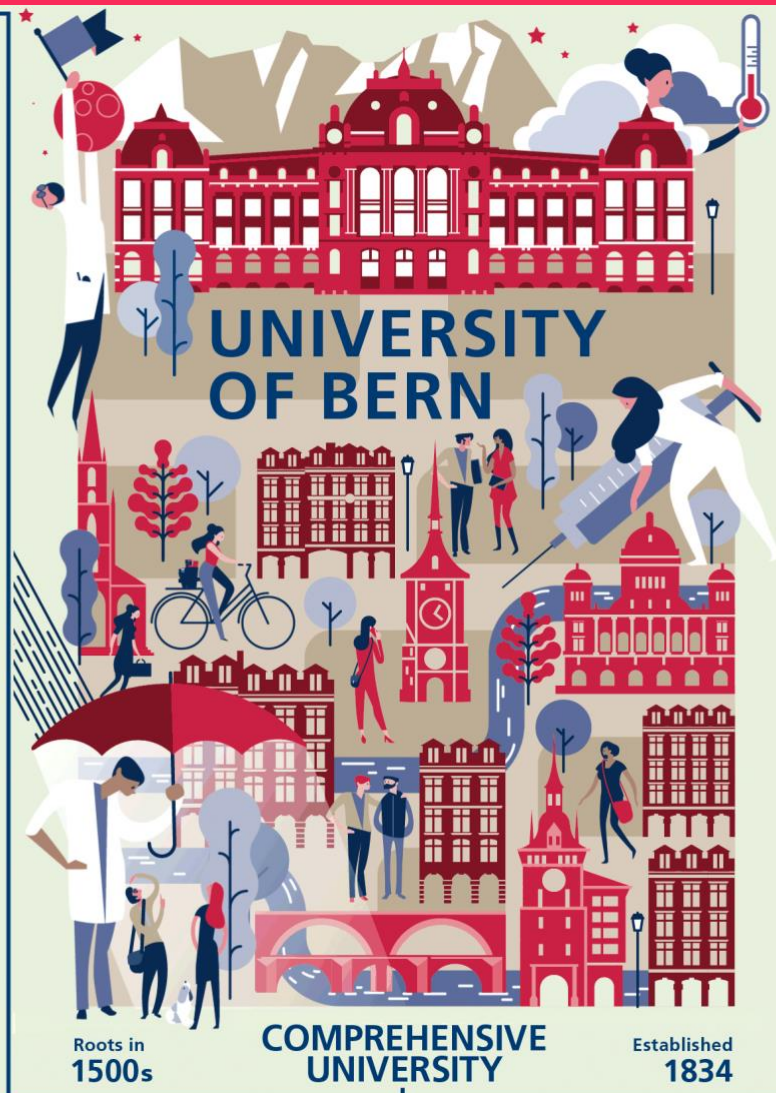
Bachelor	Master
8200	4600
Doctoral	Cont. Ed.
3300	3100

580 Professors
7600 Researchers
50% International

8 Faculties	9 Competence Centres
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180 Institutes	7 Graduate Schools
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Live well
Centrally located in Europe
UNESCO World Heritage Old City
High quality of life in Switzerland



POWERHOUSE

Excellence
in research and teaching

World-class
academics and research
such as

- Space exploration
- Sustainability
- Climate Science
- Health and Medicine
- Intercultural Knowledge
- Politics and Administration

Fostering
next generation of researchers

Trusted partner
for cooperation and
student exchange

www.international.unibe.ch



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INFORMATION FOR SEMP/ERASMUS EXCHANGE STUDENTS 2024/25

GENERAL INFORMATION

WEBSITE

University Homepage: www.unibe.ch

Information for exchange students:
www.incoming.unibe.ch

POSTAL ADDRESS

UniBE International
Hochschulstrasse 4
3012 Bern
Switzerland

ERASMUS CODE

CH BERN01



CONTACT INFORMATION

EXCHANGE COORDINATORS

Institutional Coordinator,
Incoming Students

Ms Martina CAROLUS
martina.carolus@unibe.ch
Tel. +41 31 684 34 71

Incoming Students from Austria, Belgium,
Germany, the Netherlands, Turkey

Ms Jana MÜLLER
jana.mueller@unibe.ch
Tel. +41 31 684 41 55

Outgoing Students

Mr Flavio CALUORI & Ms Chantal HINNI
semp.outgoing.int@unibe.ch
Tel. +41 31 684 37 49

Agreements

Mr Flavio CALUORI
flavio.caluori@unibe.ch
Tel. +41 31 684 37 49

Traineeships,
Staff Mobility

Ms Cornelia STUBER
cornelia.stuber@unibe.ch
Tel. +41 31 684 34 95

INFORMATION AND PROMOTIONAL MATERIAL

VIDEOS, BROCHURES AND MORE

[Welcome to UniBE – Information for Exchange Students](#) (information brochure for prospective exchange students)

[Partner Information website](#) (information and promotional material)

[University of Bern - Knowledge creates Value!](#) (image video)

[Bachelor, Master and Doctoral Studies](#) (available study programs)

[Instagram](#), [Facebook](#) (social media)

APPLICATION PROCEDURE

APPLICATION

- 1) Students must be nominated by e-mail to the relevant UniBE exchange coordinator (see above).
- 2) Students fill in the online application form at www.incoming.unibe.ch – From Europe – SEMP (Erasmus) studies – Application and Deadlines
- 3) Students receive a login to our mobility online portal. They are required to upload the application form signed by the home university coordinator.

NOMINATION AND APPLICATION DEADLINES

30 April for fall semester

30 September for spring semester* (*exception Veterinary Medicine: 30 April for fall and for spring semester)

ACADEMIC CALENDAR 2024/25

FALL SEMESTER 2023

Lectures: 16/09/2024 – 20/12/2024

Exams: There is no fixed exam period. Exams often take place after the lecture period (i.e. January).

SPRING SEMESTER 2024

Lectures 17/02/2025 – 30/05/2025

Exams: There is no fixed exam period. Exams often take place after the lecture period (i.e. June).

INTRODUCTION WEEK

The Introduction Week for exchange students takes place in the week prior to the semester.

Participation is compulsory for all exchange students. It includes several welcome and information events, a university tour, a city tour, and a day trip.

ACADEMIC INFORMATION

FACULTIES

Faculty of Business, Economics and Social Sciences: www.wiso.unibe.ch

Faculty of Humanities: www.philhist.unibe.ch

Faculty of Human Sciences: www.philhum.unibe.ch

Faculty of Law: www.rechtswissenschaft.unibe.ch

Faculty of Medicine: www.medizin.unibe.ch

Faculty of Science: www.philnat.unibe.ch

Faculty of Theology: www.theol.unibe.ch

Vetsuisse Faculty (Veterinary Medicine): www.vetsuisse.unibe.ch

COURSE CATALOGUE

www.ksl-vv.unibe.ch

LANGUAGE OF INSTRUCTION

German or English (except language departments). Students should have sufficient proficiency in German and/or English to be able to follow courses and write exams (CEFR level B2; CEFR level C1 for courses at the English Department). The language of instruction is mentioned in the course catalogue. Most courses in English are at Master level. In general, Master courses (lectures) are open to advanced Bachelor exchange students (there may be exceptions, e.g. seminars).

LANGUAGE COURSES

A German language course for exchange students is offered in the two weeks prior to the semester (at least CEFR level A2 required). Further German courses are offered during the semester on various levels. All German courses are free of charge. For more information, please see www.daf.unibe.ch.

CREDITS

The University of Bern uses the European Credit Transfer System ECTS. 1 ECTS credit is equivalent to 25-30 hours of work (student workload). A full-time study workload per semester is 30 ECTS. For exchange students, a credit load of 20-25 ECTS is recommended.

GRADING SYSTEM

<u>Local Grades</u>	<u>Definition</u>
6	Excellent
5.5	Very good
5	Good
4.5	Satisfactory
4	Adequate
3.5, 3, 2.5, 2, 1.5, 1	Inadequate (Failed)

ACCOMMODATION

STUDENT RESIDENCES AND PRIVATE ACCOMMODATION

There are several student residences. As the number of rooms is limited an early application is highly recommended.

Students Lodge

Information and online application form available at www.studentlodge.ch.

Studentenresidenz Stöckacker

Information and online application form available at www.studentenresidenz.ch.

Information on further student residences and other accommodation options is available at www.incoming-accommodation.unibe.ch.

VISA REQUIREMENTS

EU/EFTA NATIONALS

EU/EFTA nationals have to apply for a residence permit in their place of residence upon arrival in Switzerland. A relevant form will be provided by UniBE International. No visa is required.

NON-EU/EFTA NATIONALS

For most Non-EU/EFTA nationals a student visa is required. Information on visa requirements is available at www.eda.admin.ch.

The visa process takes at least 8 weeks. A tourist visa does not authorize to study in Switzerland. After arriving in Switzerland, students have to apply for a residence permit in their place of residence. A relevant form will be provided by UniBE International.

ARRIVAL & PUBLIC TRANSPORT

AIRPORTS

The biggest intercontinental airports in Switzerland are in Zurich and Geneva. Both have direct rail links to Bern. There are also smaller airports in Basel and Bern.

PUBLIC TRANSPORT

Switzerland has an excellent public transport system.

Railways: www.sbb.ch, Local public transport in Bern (trams/buses/regional trains): www.mylibero.ch.

FINANCES

COST OF LIVING

Students must allow for a minimum of CHF 1,500 per month to cover living expenses in Switzerland. For further information please see www.incoming-finances.unibe.ch.

WORK

Exchange students are allowed a maximum of 15 hours work per week. Non-EU students are not allowed to work during the first 6 months of residence in Switzerland.

SEMP GRANT

Swiss European Mobility incoming students receive a grant from the Swiss Government, paid through the University of Bern.

Country of home university: DK, FI, IS, IE, LI, LU, NO, SE, UK	Amount of grant per semester: CHF 1,900
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Country of home university: AT, BE, BG, CY, CZ, DE, EE, EL, ES, FR, HR, HU IT, LT, LV, MK, MT, NL, PL, PT, RO, SI, SK, TR	Amount of grant per semester: CHF 2,200
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ADDITIONAL SCHOLARSHIP

The Heyning-Roelli Foundation provides scholarships for talented, but financially underprivileged exchange students for travel and subsistence expenses. For more information, please see www.heyning-roelli-stiftung.ch.

HEALTH INSURANCE

Health insurance is mandatory in Switzerland. Students must either take out a Swiss basic health insurance or an international student health insurance recognized in Switzerland (e.g. swisscare). The latter is the cheaper option.

Exceptions:

- Students with a European Health Insurance card or a UK Global Health Insurance card do not need to take out a health insurance, if they are **not** working during the exchange. However, they need to apply for an exemption.
- Students from Non-EU/EFTA countries with a health insurance cover according to Swiss law can also apply for an exemption from mandatory health insurance.

All relevant information will be provided by UniBE International.

STUDENT LIFE

ERASMUS STUDENT NETWORK (ESN)

The Erasmus Student Network ESN organizes various social and cultural activities and events for exchange students. ESN also offers a buddy system for exchange students. More information is available at <https://bern.esn.ch/buddy-system>.

STUDENTS UNION SUB

The Student Union SUB offers services such as a job center, accommodation office, legal advice and free entry to cultural and sports events. More information is available at www.sub.unibe.ch.

SPORTS FACILITIES

The university's sports program offers training sessions, courses, competitions and camps in around 100 sports disciplines. More information is available at www.sport.unibe.ch.

STUDENT CLUBS AND ASSOCIATIONS

There are numerous students' clubs and associations at the University of Bern. More information is available at www.unibe.ch - University – Campus and Infrastructure – Clubs and Associations.

TOURIST INFORMATION

www.bern.com

www.myswitzerland.com

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