



Info Sheet

Bern University of Applied Sciences Architecture, Wood and Civil Engineering (AHB)

1. General Information

Name of Institution	Bern University of Applied Sciences Architecture, Wood and Civil Engineering (AHB)
Erasmus Code	CH Bern-11
EUC Number	259460
Address	Bern University of Applied Sciences Architecture, Wood and Civil Engineering Pestalozzistrasse 20 CH-3401 Burgdorf Solothurnstrasse 102 CH-2500 Biel 6 international.ahb@bfh.ch or T direct: +41 34 426 41 02
Contact	International Coordinator: Simone Kunz, simone.kunz@bfh.ch International Office: Irene Desvoignes, irene.desvoignes@bfh.ch
Website	https://www.ahb.bfh.ch/en/home/bfh-ahb/international.html

2. Study Program

Program	Location	Language of instruction
<u>Bachelor of Arts in Architecture</u>	Burgdorf	German
<u>Bachelor of Science in Wood Engineering</u>	Biel	German or French
<u>Bachelor of Science in Civil Engineering</u>	Burgdorf	German
<u>Joint Master of Architecture</u>	Burgdorf	German, students may hand in and present all their work in German, English or French.
<u>Master of Science in Wood Technology</u>	Biel	English
<u>Master of Science in Engineering</u>	Biel	German, only a few modules are held in English



3. Grading System

Bern University of Applied Sciences uses the ECTS Grading Scheme. The grading scale goes from A to F. The pass grade is E, the maximum grade is A. The grades correspond to the following predicates:

ECTS Grade	Definition
A	excellent
B	very good
C	good
D	satisfactory
E	pass
FX	fail – some more work required to pass
F	fail – considerable further work required

Students receive a Transcript of Records which includes the ECTS Grade.

4. Academic calendar

The academic year is divided into two semesters:

	Autumn semester	Spring semester
Start	Week 38 (mid-September)	Week 8 (mid-February)
End of semester	Week 4 - 6 (depends on study program)	Week 25 - 27 (depends on study program)
Application deadline	15 May	15 October

5. Admissions

Nominations should be sent by international coordinators to international.ahb@bfh.ch. After receiving an official nomination we will send further information.

Nominated Students should submit in the following documents:

- Motivation letter in English, German or French (in language of study program)
- Academic Transcript of Records
- Photocopy of identity document
- Picture
- Curriculum Vitae (also in language of study program)
- Portfolio ¹

Once accepted, the student will be provided with further information and an acceptance letter and other practical information regarding living and studying in Bern. They will receive this via e-mail.

6. Fees

For SEMP/ERASMUS+ exchange and partner exchange students tuition fees are waived.

¹ Only for study program Joint Master of Architecture



7. SEMP/Erasmus+

Within this framework at the end of 2013 the Education, Audiovisual and Culture Executive Agency of the European Commission awarded Bern University of Applied Sciences (BFH) the **Erasmus Charter for Higher Education (ECHE)** up to the 2020/2021 session.

The Erasmus Charter for Higher Education (ECHE) provides the general quality framework for cooperation activities by higher education institutions at European and international as part of the Erasmus+ programme.

In Switzerland a transitional solution has come into effect for Erasmus+ since the 2014/15 session. It promotes outgoing and incoming mobility between Switzerland and all institutions that have been awarded an Erasmus Charter for Higher Education. The transitional solution is oriented towards Erasmus+ and comprises the same interests and procedures. BFH may thus continue its existing activities regarding the mobility of university staff and students for internship and study purposes since the 2014/15 session.

8. Language

Most of our undergraduate (Bachelor) courses are taught in German or French only few modules are held in English. Our graduate (Master) courses are taught in German or English (basic German knowledge favourable). Applicants must have proficient language skills (at least level B2 to the Common European Framework of Reference for Languages) in the language of instruction German, French or English depending on study program (see point 2).

9. Entry Regulations

Applicants from EU/EFTA nations as well as some other nations do not need a visa to study in Switzerland. All applicants from Non-EU nations need a visa to study in Switzerland. In order to get a visa, you must apply for one at the embassy or consulate of Switzerland in your home country. You must apply for your visa at least 2 months ahead of time.

Foreign students must report in person within fourteen days after arrival in Switzerland, and in any case, prior to commencing study at their municipality of residence (residence services, residence control or immigration police, "Fremdenpolizei") and apply for a residence permit. Students need the following documents

- Travel document (passport or ID card and if existing an entry permit)
- Proof of registration at the university
- Residential address during the period of study (rental contract if possible)
- 2 passport photographs
- Processing fees (approx. CHF 60-100)

By visiting the following link you can find further information about applying for a residence permit.
<https://www.ahb.bfh.ch/en/home/bfh-ahb/international/international-students.html>



10. Accommodation and living cost

There is the option of staying in student lodgings. Prices range between CHF 300.00 and CHF 750.00 per month depending on facilities. For more information and useful links visit our website: <https://www.ahb.bfh.ch/en/home/bfh-ahb/international/international-students.html>

11. Living cost

The living cost for students per month start from CHF 1'700.00 (including accommodation). Visit our website for more detailed information: <https://www.ahb.bfh.ch/en/home/bfh-ahb/international/international-students.html>

→ **Non EU student:** To obtain a residence permit, students must be able to prove sufficient financial means for the stay (at least CHF 1'500.00 per month). This proof can be in the form of any of the following: a bank statement, confirmation from the person who is financially supporting you and/or a grant certificate.

12. Insurance

Health insurance	In Switzerland, it is COMPULSORY to have health insurance. Individuals in education or continuing education may apply to be exempted from the obligation to have health insurance in Switzerland on condition that they have insurance cover for treatment in Switzerland which meets Swiss requirements (comparable insurance cover). If you are forced to take out health insurance in Switzerland, we recommend Swisscare or Comparis .
Personal liability insurance	Private liability insurance covers damages caused to third parties, whether it be bodily harm or damage to their property. A mishap can easily happen. If damage is caused to persons who are not family or friends, or to their property (e.g. a flat or room), this is covered by personal liability insurance. This type of insurance is not required by law, but we recommend that exchange students take out a private personal liability policy. In Switzerland this costs between CHF 100 and CHF 150 per annum. Comparis

Burgdorf, 25th May 2016 / Irene Desvoignes