



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 Solithurnstrasse 102 CH-2500 Biel 6 international.ahb@bfh.ch or T direct: +41 34 426 41 02
Contact	International Coordinator: Markus Schär, markus.schaer@bfh.ch International Office: Sandra Balsiger, sandra.balsiger@bfh.ch
Website	https://www.bfh.ch/en/studies/international-study/foreign-students/

2. Study Program

Program	Location	Language of instruction
Bachelor of Arts in Architecture	Burgdorf	German
Bachelor of Science in Wood Technology	Biel	German; select units in French or English
Bachelor of Science in Civil Engineering	Burgdorf	German
Joint Master of Architecture	Burgdorf	German, courses at HES-SO conducted in English and French
Master of Science in Wood Technology	Biel	English
Master of Science in Civil Engineering	Burgdorf/Biel, Zürich	German, courses in Lausanne are in French



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 programme)	Week 25 - 27 (depends on study programme)
Application deadline	31 May	31 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 programme)
- Academic Transcript of Records
- Photocopy of identity document
- Picture
- Curriculum Vitae (also in language of study programme)
- 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 programme 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

- Copy of a valid travel document (passport or ID card)
- Confirmation of university admission or Erasmus/SEMP programme confirmation
- Passport photo(s)
- Copy of marriage certificate (if married)
- Proof of finances (does NOT apply to Erasmus/SEMP students)
- Lease/sublease (only required for students from non-EU/EFTA countries)
- Copy of visa authorisation (only for students from countries requiring a visa)
- Processing fees (approx. CHF 60-100)



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](#) (Accommodation + Student Life).

11. Living cost

The living cost for students per month start from CHF 1'700.00 (including accommodation). Visit our [website](#) (Fees + Funding) for more detailed information.

→ **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 principle, every person residing in Switzerland (exception: tourists) and / or gainfully employed is subject to the compulsory health insurance in Switzerland. However, persons who are enrolled in education and training in Switzerland are subject to special conditions depending on the situation. Students who don't work in addition to their studies, don't have to take out basic insurance under KVG and don't have to submit any documents. The insurance cover of the student's statutory health insurance will continue to exist during their stay in Switzerland. When presenting the European Insurance Card (EHIC), the students are entitled to the same benefits for services in Switzerland as persons who have a Swiss basic insurance.
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. <u>Comparis</u>