FHS St.Gallen
University of Applied Sciences

Checklist application documents for FHS St.Gallen, University of Applied Sciences, Switzerland

what	when	how	where
● Nomination of students ***Nomination procedure for exchange students:*** Field of Study: Bachelor in Business Administration, Major in International Management **By handing in the nomination, we kindly ask you to provide us with the following information:** · Name and surname of the student · Current postal address · Gender · Date of birth · Place of birth and nationality · E-mail address · Field of study of the student at Home University · Student's coordinator and his / her e-mail · if student wants to apply for CPIN (consulting project) (places are limited!) yes/no · if student wants to apply for housing (places are limited!) yes/no	1 May/ 1 Oct	By email	petra.baechler@fhsg.ch or international@fhsg.ch
● FHS application form We need to know your entire names in order to inform our authorities properly. Additionally, please let us know which names you use in daily life if you have several names and surnames in your passport.	15 May / 15 Oct	By email as one pdf document	petra.baechler@fhsg.ch or international@fhsg.ch
● FHS learning agreement Be aware of which modules you can change within the first two weeks and which not.	15 May / 15 Oct	By email as one pdf document	petra.baechler@fhsg.ch or international@fhsg.ch
● FHS Housing application form FHS St.Gallen cannot guarantee availability of accommodation(places are limited!).	15 May / 15 Oct	By email as one pdf document	petra.baechler@fhsg.ch or international@fhsg.ch
● Application form CPIN Places for our Consulting Project are limited. Therefore, students need to be admitted to it after handing in the application.	15 May / 15 Oct	By email as jpg/gif	petra.baechler@fhsg.ch or international@fhsg.ch
● Portrait picture with high resolution (300dpi), 260mm (height) x 210mm (width)	15 May / 15 Oct	By email as jpg/gif	petra.baechler@fhsg.ch or international@fhsg.ch
● A scan of your ID or passport	15 May / 15 Oct	By email as jpg/gif	petra.baechler@fhsg.ch or international@fhsg.ch
● FHS arrival form	As soon as you know your travel dates	By email as one pdf document	petra.baechler@fhsg.ch or international@fhsg.ch