

WHU - Otto Beisheim School of Management



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MBA Exchange Fact Sheet 2013/2014

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Websites

General: www.whu.edu/en Exchange: international.whu.edu/

Campus Düsseldorf: www.campus-duesseldorf.whu.edu/en

Academic Matters

New Campus in Düsseldorf – New MBA Exchange Program Location

We are proud to announce that WHU has opened a second campus in Düsseldorf. The WHU Campus Düsseldorf, with its Part-time and Full-time MBA Programs, parts of the Kellogg-WHU Executive MBA Program, and Executive Education Programs, will become the center of excellence for Post-experience Programs offered by WHU.

Since April 2013, all MBA courses have been taking place in Düsseldorf. Along with this change of location, we have pleasure in announcing that in addition to our Full-time MBA Program, our Part-time MBA Program will be opened for MBA exchange students.

This means that from Fall term 2013 onwards, Full-time and Part-time MBA courses for exchange students will only be available on our campus in Düsseldorf, while Master in Finance (MSc), Master in Management (MSc), and Bachelor in Business Administration (BSc) courses will remain in Vallendar as will the European Summer Institutes.

From Spring 2014 onwards, graduate students fulfilling the WHU MBA admission requirements (see below) needs to decide prior to nomination which course they would like to join. The partner universities should include in their nomination email whether the nominated graduate student will join our MSc or MBA Exchange Program. For information on our MSc Exchange Program, please see our “WHU Campus Vallendar BSc MSc Fact Sheet”.

For more information on our new Campus in Düsseldorf, please visit this website: www.campus-duesseldorf.whu.edu/en

To “discover Düsseldorf”, have a look at this official city website: www.duesseldorf.de/eng/tourism/discover/index.shtml

MBA Admission Requirements

MSc and MBA exchange students may apply for our MBA Exchange Program if they fulfill the following admission requirements:

Minimum Age: 24 years (born in 1989 or earlier)

Language Requirements:

- English as mother tongue OR
- having already completed or currently studying in a university degree program taught and examined entirely in English OR
- internet-based TOEFL score of minimum 100 points

Additionally, MSc students wishing to enroll in our MBA Exchange Program need to prove two years of work experience (full-time job or full-time internships in Business Administration).

New Program Offer for Exchange Students

At the new WHU campus in Düsseldorf, graduate exchange students fulfilling the MBA admission requirements can choose classes from the Full-time and Part-time MBA Program.

On its campus in Vallendar, WHU offers a Bachelor in Business Administration Program for undergraduate exchange students and from Fall 2013, a Master in Finance Program in addition to the Master in Management Program for graduate exchange students (for information on these programs, e.g. academic calendar, see "WHU Campus Vallendar BSc MSc Fact Sheet").

Due to the different campus locations and program structures, graduate exchange students can no longer mix MSc and MBA courses.

Course Catalog

www.whu.edu/MBAexchangecourses

We are still adapting the MBA course lists for Fall 2013 and Spring 2014 to our usual online course guide format and kindly ask for your understanding. Please follow the link above to preview the Full-time and Part-Time MBA course offerings for Fall 2013 and Spring 2014.

Language of Instruction

Our Full-time and Part-time MBA Program is entirely taught and examined in English.

Language Requirements

See "MBA Admission Requirements" on p. 2.

Academic Information

| | |
|--------------------------|---|
| Class Format | Lectures, seminars and exercises |
| Examination Types | Exams, papers, cases, presentations and participation |
| Class Size | 30 to 50 students |
| Attendance | Mandatory |

Grading System

| Total per Section | German Grading | USA Grading |
|-------------------|----------------|-------------|
| 100-96 | 1.0 | A |
| 95-90 | 1.3 | A- |
| 89-84 | 1.7 | B+ |
| 83-78 | 2.0 | B |
| 77-72 | 2.3 | B- |
| 71-66 | 2.7 | C+ |
| 65-60 | 3.0 | C |
| 59-54 | 3.3 | C- |
| 53-52 | 3.7 | D+ |
| 51-50 | 4.0 | D |
| 49-0 | 5.0 | F |

Administrative Matters

Academic Calendar

www.whu.edu/academiccalendar

The semester dates for our MBA Exchange Program differ from the dates on Campus Vallendar (cf. WHU Campus Vallendar BSc MSc Fact Sheet).

All dates are subject to change.

Full-time MBA courses usually take place during the week and Part-time MBA courses on the weekends.

MBA Fall 2013

September 07 – December 20, 2013

Preferred Arrival Dates

MBA Double Degree students August 28-29, 2013
MBA exchange students September 04, 2013

Mandatory MBA Orientation

MBA Double Degree students August 30, 2013
MBA exchange students September 05/06, 2013

Break November 18 – 24, 2013
(No courses due to International Module abroad.)

MBA Spring 2014

January 04 – February 24, 2014

(Independent study may be possible after February 24)

Spring Term Extension

March 29 – May 25, 2014

Our Spring Term Extension is targeted at exchange students who either aim to increase the number of credits they can earn in Spring by extending their stay or who opt for a short-term exchange program. During the Spring Term Extension, 3 Part-time MBA courses worth 9 ECTS credits are offered on Saturdays and Sundays.

Preferred Arrival Date January 02, 2014

Mandatory MBA Orientation January 03, 2014

Nomination & Application Deadlines

Fall 2013 June 1, 2013
Spring 2014 October 1, 2013
Double Degree March 1, 2013

Nomination Procedure

The home university nominates their student(s) via email including the following information:

- First name and family name of the student
- Student's gender
- Student's nationality (for visa purposes)
- Term(s)
- Study program (MBA, MBA Double Degree)*
- Student's email address

* Due to the different campus locations and program structures, graduate exchange students can no longer mix MSc and MBA courses.

From Spring 2014 onwards, the partner university should indicate for each nominee upon nomination whether this graduate student is applying for our MSc Exchange Program on our Vallendar campus (see our WHU Campus Vallendar BSc MSc Fact Sheet) or our MBA Exchange Program on our Düsseldorf Campus (if eligible).

Application Process

After the home university emailed the nomination to the respective exchange coordinator at WHU, the nominated student(s) will receive instructions for the online application procedure via email.

Shortly after the application deadline, we will process the complete online applications and send an acceptance package including the letter of acceptance for each student to the international office at the home university.

Housing

Please check www.whu.edu/housingduesseldorf for updates.

Visa and Residence Permit

www.whu.edu/exchange > WHU Campus Düsseldorf > Arrival at WHU > Visa and residence permit

Depending on their nationality, students might need a visa and/or residence permit to study in Germany. While we assist students in applying for their residence permit during Orientation, it is the student's own responsibility to take care of visa matters as early as possible, ideally at least 2 months prior to departure.

Students should contact the German Consulate of their home country (or country of residence) to find out if they need a student visa prior to entering Germany/Europe for study purposes.

Health Insurance

www.whu.edu/exchange > WHU Campus Düsseldorf > Arrival at WHU > Health insurance

All exchange students have to provide proof of health insurance upon their arrival at WHU. It has to cover the following aspects to be acknowledged by the German authorities:

- Period of time: coverage of the whole stay in Germany
- Region: Overseas, Europe and Germany must be covered
- Emergencies must be covered
- All medical expenses must be covered

Health insurance with full coverage for sickness, emergencies and all medical expenses is absolutely mandatory for all exchange students in Germany. Students under the age of 30 can buy health insurance from a public German health insurance provider during Orientation (approx. 80€ per month).

Cost of Living

www.whu.edu/housingduesseldorf > Cost of Living

A student's cost of living will be approximately 900 euros per month, depending on their lifestyle and how much they're willing to spend on free time activities (e.g. travelling, eating out, using sports facilities, visiting concerts and clubs).

- Accommodation: between 400 € and 700 €
- Mobile Phone: approx. 30 €
- Food: approx. 180 €
- Local transportation: approx. 50 €
- Health Insurance: approx. 80 € if acquired in Germany
- Miscellaneous (leisure activities): approx. 300 €

Additional Student Services Available

- Personalized academic counseling
- Student Buddy Program
- Career Service