

# Application for Admission

**Executive Master of Business Administration**  
**Executive MBA FH**

**Certificate of Advanced Studies**  
**CAS FH**



**Federally recognized and supervised  
University of Applied Sciences**

Kalaidos University of Applied Sciences  
Kalaidos Fachhochschule Wirtschaft AG  
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Phone +41 44 200 19 19  
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# Application for Admission

## Personal Data

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Last Name	First Name
Street	City/Country
Date of Birth	Nationality
Phone	Fax
Mobile	Email
Previous studies (see supplement)	

## Employer Details

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Company	Sector
Street	City/Country
Phone	Fax
Mobile	Email
Number of employees	
Person responsible for education and training	
Your function/job in the company	
My company is member of Swissmem **	<input type="checkbox"/> Yes <input type="checkbox"/> No

## Method of Payment

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Private  Company

## Provide

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Detailed Curriculum Vitae

Electronic passport-size photo (jpg/tiff) to info@kalaidos-fh.ch

Certified copies of relevant degrees & certificates

Relevant (including current) work references (Proof of min. 2 years' experience)

An official recognized English certificate (CEFR minimum level B2)

If not available, Kalaidos University of Applied Sciences English Assessment Test passed  yes  no  
(please call the administration at +41 (0)44 200 19 60 in order to register for a free English assessment test)

## Recommended by

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Last Name	First Name
Course	Year of graduation

\*\* 5% discount; it is not possible to combine this offer with any other discount

# Application for Admission

## Begin of Study

## Place of study

April 2012

October 2012

Zurich-Altstetten\*

### Executive MBA FH

Duration: 4 semesters

#### Semester 1 and 2 General Management

10 x Thursday 17.30 – 20.45, Friday/Saturday 08.30 – 16.15

**CHF 13'000.00**

#### Semester 3 International Management (or any alternative specialization below)

7 x Thursday – Saturday 08.30 – 16.15

**CHF 6'800.00**

#### Semester 4 with Focus on

Applied International Management & Affairs 5 x Fr/Sa 08.30 – 16.15 + 9 Days Business Module Abroad (May) incl. Master Thesis **CHF 9'000.00**

International Marketing 6 x Thursday – Saturday 08.30 – 16.15 + Master Thesis

### CAS FH Certificate of Advanced Studies in General Management

Duration: 2 semesters

#### Semester 1 and 2

10 x Thursday 17.30 – 20.45, Friday/Saturday 08.30 – 16.15

**CHF 13'000.00**

### CAS FH Certificate of Advanced Studies in (Specializations)

Duration: 1 semester

#### Semester 3

International Management 7 x Thursday – Saturday 08.30 – 16.15 **CHF 6'800.00**

German-speaking specializations 9 x Friday/Saturday 08.30 – 16.15 **CHF 6'800.00**

- Dienstleistungsmanagement
- Innovationsmanagement
- Marketingmanagement
- Projektmanagement
- Prozessmanagement
- Unternehmensfuehrung

### CAS FH Certificate of Advanced Studies in (Focus)

Duration: 1 semester

#### Semester 4

Applied International Management & Affairs 4 x Fr/Sa 08.30 – 16.15 + 9 Days Business Module Abroad (May) **CHF 7'000.00**

International Marketing 5 x Thursday – Saturday 08.30 – 16.15 **CHF 7'000.00**

### Upgrade to Executive MBA FH

Duration: 1 semester

#### Semester 4 with Focus on

Applied International Management & Affairs 5 x Fr/Sa 08.30 – 16.15 + 9 Days Business Module Abroad (May) incl. Master Thesis **CHF 9'000.00**

International Marketing 6 x Thursday – Saturday 08.30 – 16.15 + Master Thesis **CHF 9'000.00**

Tuition fees include teaching materials and normal examination fees.

A sufficient number of participants is required for the implementation of a course or study variant. Prices applicable in 2011.

Tuition fees reduced by CHF 100.- per semester for members of the Association of Swiss Engineering STV.

\* from summer 2012 the place of study will be Zurich-Oerlikon

# Supplements for student registration

(must be completed if you have been registered at a Swiss University in the past)



The University for Professionals.

## A) Matriculation number

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At their first registration at a Swiss university, each person is given a matriculation number. If you have already been registered at a Swiss university in the past, please tell us the **matriculation number given to you by this university**.

Your matriculation number  
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## B) About higher education entrance qualification\*

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Type of certificate or diploma\* (WHAT?)

- Berufsmatura – lehrbegleitend / nach Lehrabschluss
- Gymnasiale Matura
- HFP Höhere Fachprüfung
- FA Fachausweis
- HF Höhere Fachschule / TS
- .....

Place of issue of the qualification or diploma\* (WHERE?)  
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Year of issue of the qualification or diploma\* (WHEN?)  
.....

Your place of residence when you started studying for the qualification or diploma\*  
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## C) Insurance Certificate (AHV)

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Your Insurance Certificate number  
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Last Name  
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First Name  
.....

Street  
.....

City/Country  
.....

Date and Place  
.....

Applicant's Signature  
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# Application for Admission

## Terms and Conditions of Contract

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### Registration

Registration is completed upon submission of the registration form to Kalaidos Fachhochschule Wirtschaft AG as the legal representative of Kalaidos University of Applied Sciences, Department of Business (henceforth referred to as «the University»), and is understood to apply for the duration of the chosen program. Automatic registration with the degreeissuing institution follows registration with the University.

### Acknowledgement of registration

The contract between the program participant and the University comes into effect upon receipt of this registration form by the school, duly signed by the participant.

### Final deadline for registration

Applications are considered in the order of their arrival. Final deadline for the completion of registration is 14 days prior to commencement of the course.

### Cancellation

The University reserves the right to cancel any course due to pressing reasons. In such a case the school would cancel the course at the latest fourteen days prior to commencement. In such cases, the tuition fee would be refunded in full. Participants are advised that no further claims beyond refund of tuition fees may be made due to cancellation by the school.

### Payment of fees

Semester fees are due in full prior to commencement of the semester. No refunds for absences due to military service, illness, vacation or work-related causes will be made. An additional 6% p.a. are charged to overdue fees until full payment is received.

### Price guarantee

The University will not raise prices for ongoing courses except to cover inflation. This guarantee applies only if students complete their program without delay.

### Cancellation by the participant

Participants may cancel their contract prior to the end of each semester. Cancellation must be conducted by registered mail one month before commencement of the next semester. For cancellation during a semester, the full semester fee is owed. For cancellation after registration but prior to commencement of the course, the following fees will be charged:

**Up to 30 days prior to commencement:** 10% of the upcoming semester's fee  
**29 – 0 days prior to commencement or less:** full fee for the upcoming semester

### Exams and assignments

All assignments, projects, exams and other tasks necessary to graduate will be conducted in English.

### Insurance Policy

It is up to the participant to ensure adequate insurance against accident, theft, liability, etc.

### Final Terms

The University reserves the right to make any changes or amendments to its programs.

### Applicable Law

This contract shall be governed by the substantive Swiss Law.

### Place of Jurisdiction

The competent court of jurisdiction for both parties shall be Zurich.

### Please do not forget to sign below

#### Declaration

I confirm that, to the best of my knowledge, the data in this form is correct. I have read the pertinent information. I understand and agree to abide by the conditions and regulations set out there, which I accept as a condition of this application:

Date and Place

Applicant's signature

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