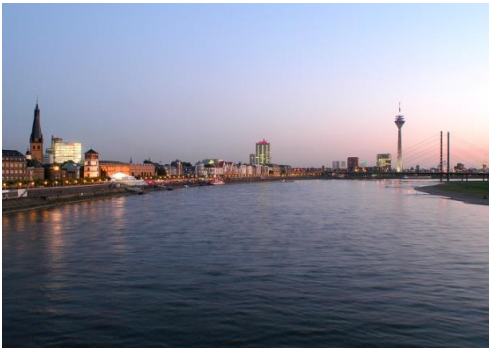


WHU - Otto Beisheim School of Management



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MBA Exchange Fact Sheet AY 2019-2020

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Websites

General: www.whu.edu/en
Exchange: www.whu.edu/exchange
Campus Düsseldorf: www.whu.edu/mba-exchange

Academic Matters

Campus in Düsseldorf – MBA Exchange Program

Since April 2013, all MBA courses have been taking place at our second Campus in Düsseldorf, which is now the center of excellence for Post-experience Programs offered by WHU.

Full-time and Part-time MBA courses for exchange students have been conducted on our campus in Düsseldorf, while Master in Finance (MSc), Master in Management (MSc), and Bachelor in International Business Administration (BSc) courses still remain in Vallendar, as will the European Summer Institutes.

Graduate students fulfilling the WHU MBA admission requirements (see below) need to decide prior to nomination which program they would like to join. The partner universities should include in their nomination email whether the nominated graduate student will join our MSc (Vallendar) or MBA (Düsseldorf) Exchange Program.

For information on our MSc Exchange Program, please see our “WHU Campus Vallendar BSc MSc Fact Sheet”.

For more information on our Campus in Düsseldorf, please visit this website: www.whu.edu/mba-exchange

To “discover Düsseldorf”, have a look at this official city website:
<https://www.duesseldorf.de/international/tourism/discover.html>

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

Fulfill one language requirement below:

- English as mother tongue
- Completed or currently studying in a university degree program taught and examined entirely in English
- Minimum internet-based TOEFL score of 100 points
- Minimum 7.0 in IELTS.

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).

Program Offer for Exchange Students

On its campus in Düsseldorf, WHU 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 International Business Administration for undergraduate exchange students and since Fall 2017, a Master in Entrepreneurship in addition to the Master in Management and Master in Finance programs 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/courseguide

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	20 to 40 students
Attendance	Mandatory
Workload	5-7 courses per semester for all programs

Additional Student Services Available

- Personalized academic counseling
- Career Services and German language courses

Grading System

WHU Grading System		Definition
1,0 1,5	sehr gut	VERY GOOD
1,6 2,5	gut	GOOD
2,6 3,5	befriedigend	SATISFACTORY
3,6 4,0	ausreichend	SUFFICIENT
5,0	nicht ausreichend	FAIL

Administrative Matters

Academic Calendar

www.whu.edu/academiccalendar

MBA Fall 2019*

September 2nd – December 22nd, 2019

Preferred Arrival Date

September 1st, 2019

Mandatory MBA Orientation

September 2nd, 2019

MBA Spring 2020*

January 6th - August 31st, 2020

Preferred Arrival Date

January 5th, 2020

Mandatory MBA Orientation

January 6th, 2020

Break

February 17th – March 1st, 2020

No courses are offered due to the international module abroad but exchange students may choose an independent study to write a paper on a subject provided by the professor to earn 3 ECTS.

Spring Term Extension

April - July 2020

As of 2017, exchange students can take courses not only from January until February/March but also from April until the end of July. This is perfect for 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 their stay abroad, students can choose from both Part-time MBA courses (offered on Saturdays and Sundays) and Full-time MBA courses (offered during the week).

Please note: The semester dates for our MBA Exchange Program differ from the dates on Campus Vallendar (see WHU Campus Vallendar BSc-MSc Fact Sheet).

*All dates are subject to change.

Nomination & Application Deadlines

Fall 2019	June 1 st , 2019
Spring 2020	October 1 st , 2019
Double Degree	April 1 st , 2019

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 now on, the partner university should indicate upon nomination whether the nominated 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 has 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

At the moment WHU cannot offer exchange students university sponsored housing in Düsseldorf. After the application deadline students will be provided additional information and resources which they can use to find housing. It is each student's responsibility to secure accommodation but we are happy to help and give them advice during the process.

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, 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

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 entire stay in Germany
- Region: 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 can contact the International Relations Office at WHU in advance to check if their health insurance is sufficient.

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, sports, 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 €