

## WHU - Otto Beisheim School of Management



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### BSc and MSc Exchange Fact Sheet 2013/2014

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#### Websites

General: [www.whu.edu/en](http://www.whu.edu/en) Exchange: [international.whu.edu/](http://international.whu.edu/)

## 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](http://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](http://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 at least 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**

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.

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. For more information on these programs such as academic calendar etc. see “WHU Campus Düsseldorf MBA 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](http://www.whu.edu/courseguide)

**Language of Instruction**

80% percent of the courses in the undergraduate program and 100% of the courses in the graduate programs are taught in English.

**Language Requirements**

BSc and MSc exchange students do not need to prove their proficiency in English as we trust the selection process of our partner universities. However, a high level of English proficiency is required as the majority of the courses is taught and examined in English. We therefore strongly recommend that exchange students have English language skills equivalent to an internet based TOEFL score of at least 95.

**Academic Information**

<b>Class Format</b>	Lectures, seminars and exercises
<b>Examination Types</b>	Exams, papers, cases, presentations and participation
<b>Class Size</b>	30 to 40 students
<b>Attendance</b>	Mandatory
<b>Workload</b>	5 to 7 courses per term for all programs

**German Language Classes**

[www.whu.edu/exchange](http://www.whu.edu/exchange) > **Campus Vallendar > Academics > German language courses**

WHU offers intensive German courses running through the semester. Exchange students have the opportunity to participate in one of the 4 levels offered, from beginners to advanced. The course is worth 5 ECTS credits and tuition-free for exchange students.

**Additional Student Services Available**

- Personalized academic counseling
- VIP (Vallendar Integration Program is a student organization to foster the integration of exchange students at WHU)
- Student Buddy Program
- Career Service

## Grading System

WHU Grading System		Definition
1,0 1,3	hervorragend	EXCELLENT
1,7 2,0	sehr gut	VERY GOOD
2,3 2,7	gut	GOOD
3,0 3,3	befriedigend	SATISFACTORY
3,7 4,0	ausreichend	SUFFICIENT
5,0	nicht ausreichend	FAIL

## Chairs and Professorships

[www.whu.edu/en/research/faculty/](http://www.whu.edu/en/research/faculty/)

### Accounting and Control

- Financial Accounting
- Taxation and Accounting
- Institute of Management Accounting and Control
- Accounting

### Supply Chain Management

- Production Management
- Kuehne Institute for Logistics

### Economics

- Macroeconomics and International
- Institute for Industrial Organization
- Regulatory Economics
- Monetary Economics

### Finance

- Empirical Corporate Finance
- Empirical Capital Market Research
- Finance
- Behavioral Finance
- Corporate Finance

### Strategy and Organization

- Leadership and Human Resource Management
- Corporate Strategy and Governance
- Organization Theory
- Organizational Behavior
- International Business and Supply Chain Management
- INTES Institute of Family Businesses

*Innovation and Entrepreneurship*

- Technology and Innovation Management
- Business Information Science and Information Management
- Entrepreneurship I
- Entrepreneurship II
- Innovation and Organization

*Marketing*

- Marketing and Commerce
- Sales Management and B2B Marketing
- Market Research
- Services Marketing

**Administrative Matters**

**Academic Calendar\*** [www.whu.edu/academiccalendar](http://www.whu.edu/academiccalendar)

**Fall 2013** **September 2 – December 20, 2013**

**Quarter I** September 2 – October 26, 2013

**Quarter II** October 28 – December 20, 2013

The dates usually include exams, but a few exams might take place during the week after the end of each quarter (except for quarter II).

**Mandatory Orientation** **August 29 and 30, 2013**

**Preferred Arrival Date** August 27 and 28, 2013

**Spring 2014** **January 6 – May 2, 2014**

**Quarter III** January 6 – February 28, 2014

**Quarter IV** March 3 – May 2, 2014

The dates usually include exams, but a few exams might take place during the week after the end of each quarter.

**Mandatory Orientation** **January 3, 2014**

**Preferred Arrival Date** January 2, 2014

All dates are subject to change.

Please note that the semester dates for our MBA exchange program differ from the semester dates on Campus Vallendar listed below (cf. WHU Campus Düsseldorf MBA Fact Sheet).

**Nomination &  
Application Deadlines**

**Fall 2013/Full-Year** June 1, 2013

**Spring 2014** October 1, 2013

**Double Degree** March 1, 2013

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## 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 (BSc, MSc)\*
- 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).

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## 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.

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## Housing

[www.whu.edu/housingVallendar](http://www.whu.edu/housingVallendar)

The application for housing is done within the online application. After processing the application the housing office will contact the students directly. Housing is distributed on a **first-come, first-served basis**. Exchange students will be supported in finding their apartment before arrival, either with maps, detailed descriptions how to find the apartment or by a WHU student buddy. Expected date of arrival: the day before our mandatory orientation.

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**Visa and Residence Permit** [www.whu.edu/exchange](http://www.whu.edu/exchange) > **Campus Vallendar > 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.

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**Health Insurance** [www.whu.edu/exchange](http://www.whu.edu/exchange) > **Campus Vallendar > 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).

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**Cost of Living** [www.whu.edu/housingVallendar](http://www.whu.edu/housingVallendar) > **Cost of Living**

A student's cost of living will be approximately 800 euros per month, depending on their free time activities (e.g. travelling, eating out, using sports facilities, visiting concerts and clubs).

- Accommodation: between 335 € and 515 €
- Mobile Phone: 30 €
- Food: 150 €
- Laundry: 20 €
- Copies: 20 €
- Local transportation: 85 € (monthly bus ticket)
- Health Insurance: approx. 80 € if acquired in Germany
- Miscellaneous (leisure activities): 300 €