

Welcome to the GSEM

Welcome Session Mobility IN

Thursday 22 September 2022 MS130



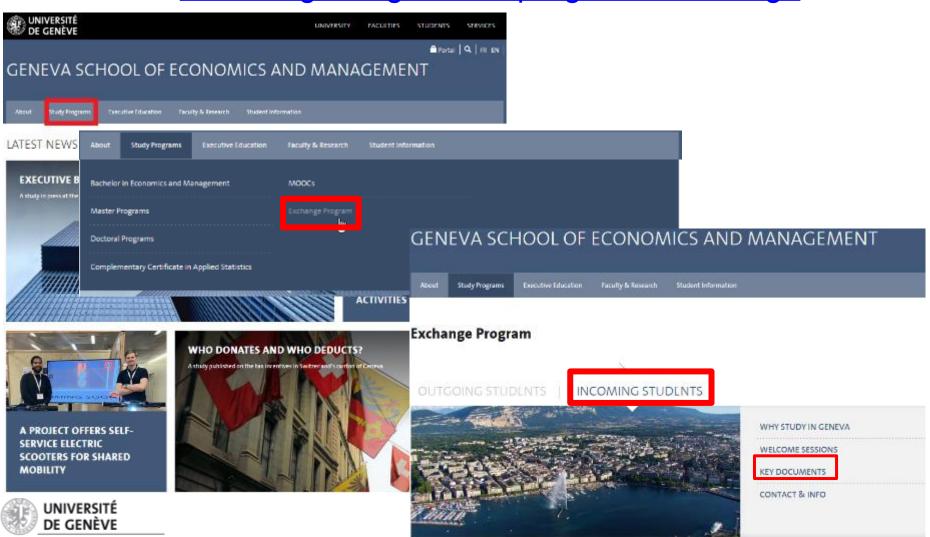


Margaux Biermé
Academic Advisor (mobility, masters, certificate in applied statistics, programme Horizon académique)
Geneva School of Economics and Management



Where to find the information?

GENEVA SCHOOL OF ECONOMICS AND MANAGEMENT www.unige.ch/gsem/en/programs/exchange



Our programs

1 Bachelor in Economics and Management

- ✓ Bilingual program✓ Large offer of courses in Economics and Management



5 Masters programs:

- ✓ Taught in English
- ✓ Economics
- ✓ Responsible Management
- ✓ Statistics
- ✓ Business Analytics
- ✓ Wealth Management





Guidelines for incoming exchange students at GSEM

Reference Document available here:

www.unige.ch/gsem/fr/programmes/mobilite/documents-importants/

- It provides all relevant information regarding: -Academic Calendar
 - Exams
 - Absence to exams
 - Grading
 - Failure
 - Consultations of exams
 - Transcript of grades





Guidelines for incoming exchange students at GSEM

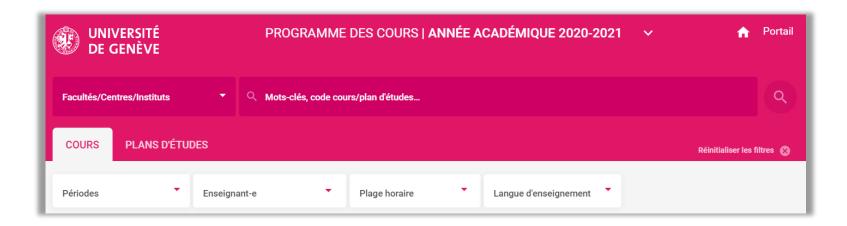
- Choice of courses & level of study :
 - ✓ Bachelor Students can follow Bachelor courses only
 - ✓ Master Students can follow Master courses only

! Closed to Exchange Students :

- -Master's internship
- -Master's thesis
- -Core courses of Master in Business Analytics
- -All courses of Master in Commodity Trading



Class schedule: 1) Programme des cours

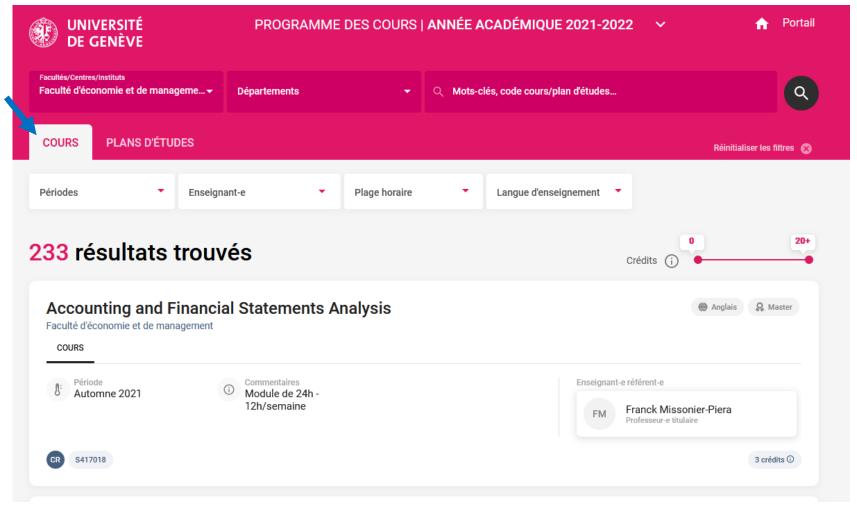


- It lists the courses you will follow and their value in ECTS credits
- Consult the online class schedule in order to establish your study program

wwwi.unige.ch/cursus/programme-des-cours/web/

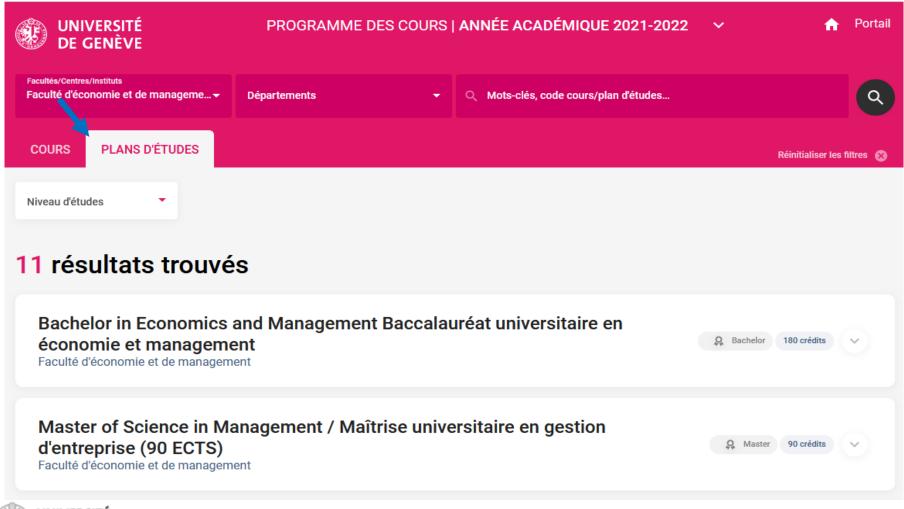


Class schedule : 2) Choose "COURS" or...





Class schedule: 2) ... "PLANS D'ETUDES"





Course information (if "cours")

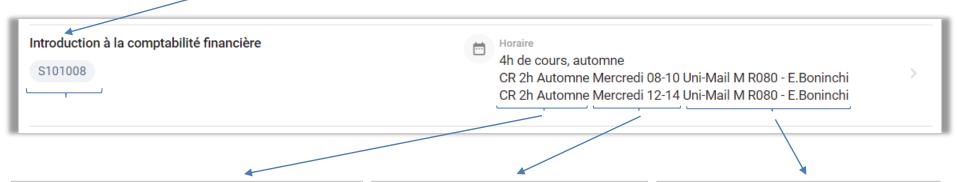
S = GSEM Faculty 1 = Bachelor course (1st part); 2 = Bachelor course (2nd part); 4 = Master course; 6 = PhD level course COURS Advanced Corporate Finance Q Bachelor Anglais Faculté d'économie et de management Horaire et lieu(x) Faculté d'économie et de management GSEM **Automne** = Fall semester only Automne 2022 S220005 **Printemps** = Spring semester only Horaire et lieu(x) Horaire et lieu(x) **2h** (2 heures) = 2 hoursMercredi 14-18 **4h** (4 heures) = 4 hoursEnseignant-e référent-e Uni-Mail M R290-L. Solari Informations complémentaires Domaines associés Enseignant-e référent-e Objectif **CR** (Cours) = Course Day Lundi, Mardi, Mercredi... Building Uni Mail/Uni Dufour... **SE** (Séminaire) = Seminar Hours 08-10/10-12/12-14/... Room U300/S160... **CS** (Cours/Séminaire) = Course + Seminar



Course information (if "plan d'études")

S = GSEM Faculty

1 = Bachelor course (1st part); 2 = Bachelor course (2nd part); 4 = Master course; 6 = PhD level course



CR (Cours) = Course

SE (Séminaire) = Seminar

CS (Cours/Séminaire) = Course +

Seminar

2h (2 heures) = 2 hours

4h (4 heures) = 4 hours

Automne = Fall semester only

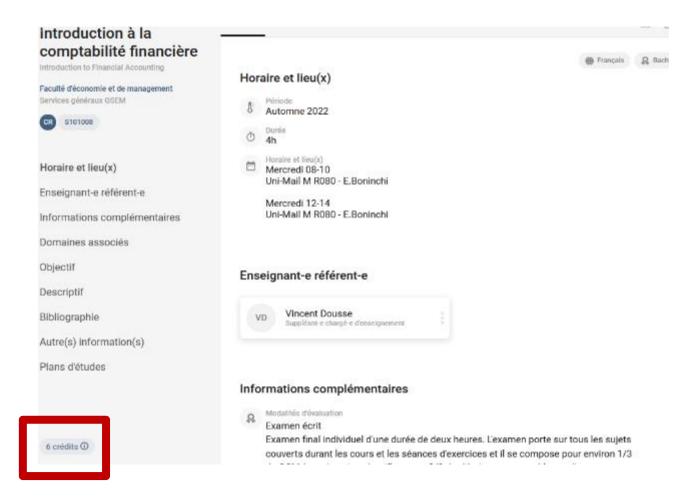
Printemps = Spring semester only

Day Lundi, Mardi, Mercredi... **Hours** 08-10/10-12/12-14/...

Building Uni Mail/Uni Dufour... **Room** U300/S160...



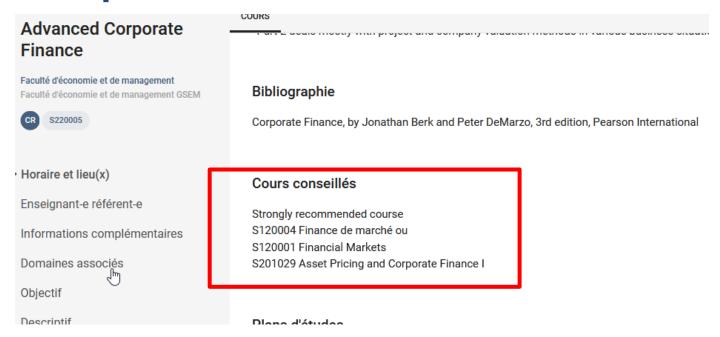
Credits



- ECTS credits: number of credits (3 or 6 ECTS credits)
- 1 ECTS credit represents approximately 25-30 academic hours (including studying hours)
- 1 semester = 30 ECTS credits



Prerequisite courses



If you click on the course, you get more detailed information about the course, as well as its prerequisite (*Cours conseillés*):

- Recommended courses
- Strongly recommended courses
- No information = No recommended courses



Languages of courses



Courses with a title in English are taught in English:

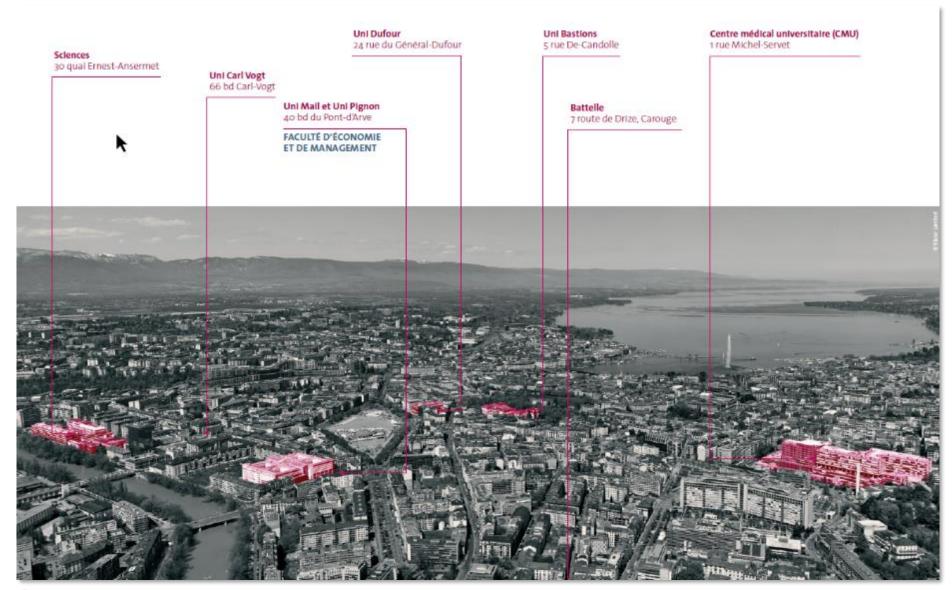
- "Financial Markets" is taught in English

Courses with a title in French are taught in French:

- "Introduction à la comptabilité financière" is taught in French

Bachelor classes: You can answer during the exams either in French or English







Registration form to courses and exams

For GSEM, SDS and GSI courses:

Fill out the form on your GSEM Student Intranet: https://www.unige.ch/gsem/en/students/forms/

- ! Not yet opened Available in October
- > To be submitted by the following deadline: 17th October 2022
- For other Faculties (Law, Sciences, etc.) :

Fill out the form on your GSEM Student Intranet + Registration to Student services of the related Faculty/School



How to register to courses and exams?

Be careful:

- We won't give back any confirmation for your course/exam registration
- Keep the email confirmation. If anything is wrong with your registration, we will contact you. If we don't, then you're all set for the semester



How to register for courses and exams?

- If you are a GSEM registered student (host Faculty) you can register for GSEM, SDS and GSI courses with our form but at least 50% of your courses must be GSEM's courses. The opposite applies if your host Faculty is SDS or GSI.
- UNIGE regulation on Mobility states that you can only choose courses in 2 different Faculties (GSEM, SDS and GSI are counted as 1).
- If you wish to register one or more courses in other Faculties than GSEM,
 SDS or GSI, please contact them for modalities.
- If you are not a GSEM, GSI or SDS registered student (host Faculty) we will check with your host Faculty if they allow you to register one or more course(s) at the GSEM.



GSEM = Geneva School of Economics and Management SDS = Geneva School of Social Sciences GSI = Global Study Institute

Examples

- You are a Bachelor/Master Student and you want to register to :
 - 3 courses at the GSEM
 - 1 course at the GSI
 - 1 course at SDS
 - 1 cours at the Law Faculty
- ✓ Good! You have 50% of your courses at the GSEM and no more than 2 'groups' of Faculties

You are a Bachelor/Master Student and you want to register to:

- 3 courses at the GSEM
- 1 course at SDS
- 1 course in Sciences
- 1 course in Law
 - Not good! You are exceeding the number of 'group' of Faculties in which you can register!



Examples

- You are a Bachelor/Master Student, attached to the GSEM, and you want to register to:
 - 1 course at the GSEM
 - 2 courses at the GSI
 - 1 course at SDS
 - 1 cours at the Law Faculty
 - Not good! You do not have 50% of your courses at the GSEM
- You are a Bachelor/Master Student and you want to register to:
 - 4 courses at the GSEM
 - 1 course at GSI
- ✓ Good! All courses are from the same group and you are registered for min. 50 % of your courses at the GSEM



How to register to exams?

It's the same registration for courses and exams.

Fall exam session: January 9 to January 28, 2023

Your exams schedule is available 3 weeks before the start of the exams session in the <u>window displays</u> at our Student Services.



Exams

- Grade at UNIGE: 0.00 to 6.00
- The minimum grade to acquire the credits for the courses is: 4.00/6.00
 As soon as you acquire the minimum passing grade (4.00), the credits are acquired and it's not possible to retake your exam
- The grade is given at 1/4 of point (ex. 3.25, 4.00, 5.75)
- The exams are offered in differents forms: writting, speaking, MCQ or Develop answer



In case of exam failure

- Mobility students are given two attempts to pass each course.
- ➤ If you fail one or more of your exams during the ordinary exam sessions in January/February or May/June:
 - ✓ You can retake the exam during the extraordinary exam session in August/September, but you are not obliged to do so.
 - ✓ If you wish to return to your university with one or more courses failed on your transcript and make arrangements with them, you can do so.
 - ✓ We do not expect a minimum of successful credits. For us, both successful and failed credits appear on the transcript.



In case of exam failure

- ✓ However, if you want to exercise your second attempt, you can do so but :
- You are <u>not automatically</u> signed up to retake the exam during the extraordinary exam session in August/September.
- To sign up, you must complete the course/exam sign-up request form on your <u>GSEM Student Intranet</u> by the stated deadline (around 15th of July).

! At the University of Geneva, you can only take exams at the set place, time and date !

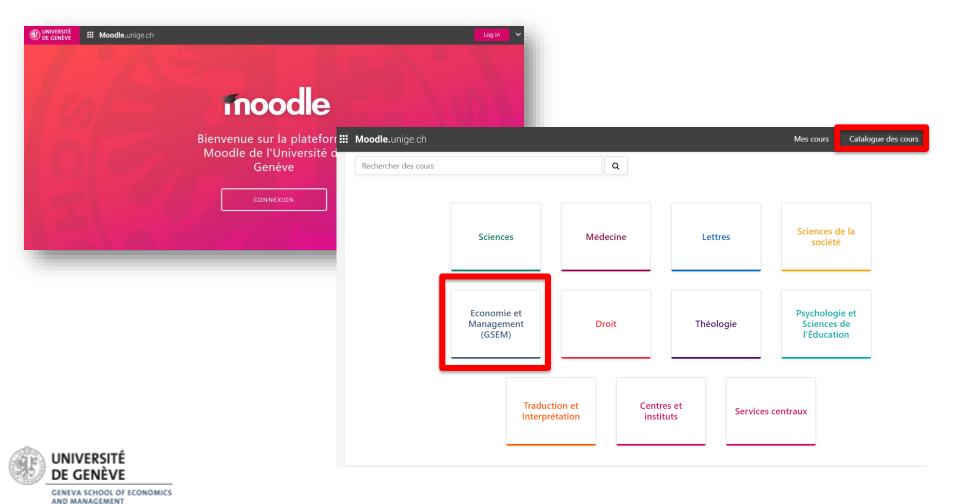
You cannot take exams remotely or at another time or date, and no exceptions to this rule can be made.



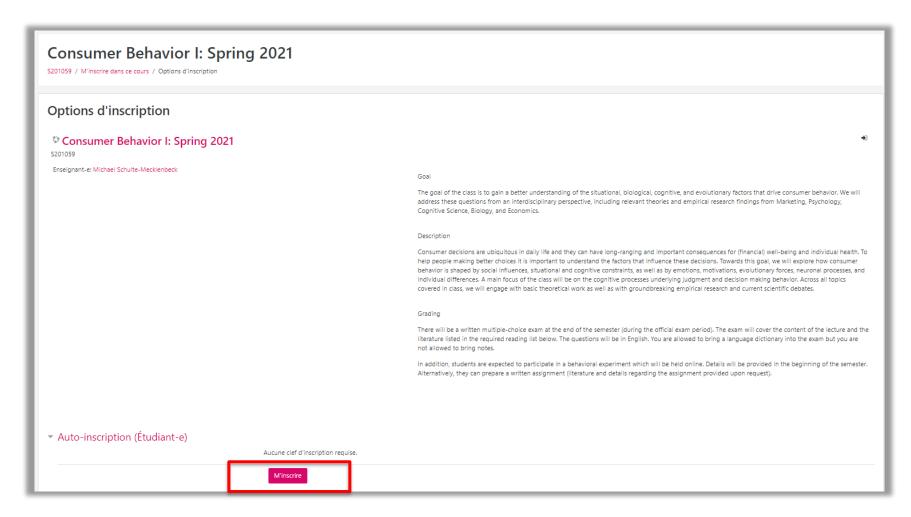
This applies to all three exam sessions.

How to have access to online content?

www.moodle.unige.ch

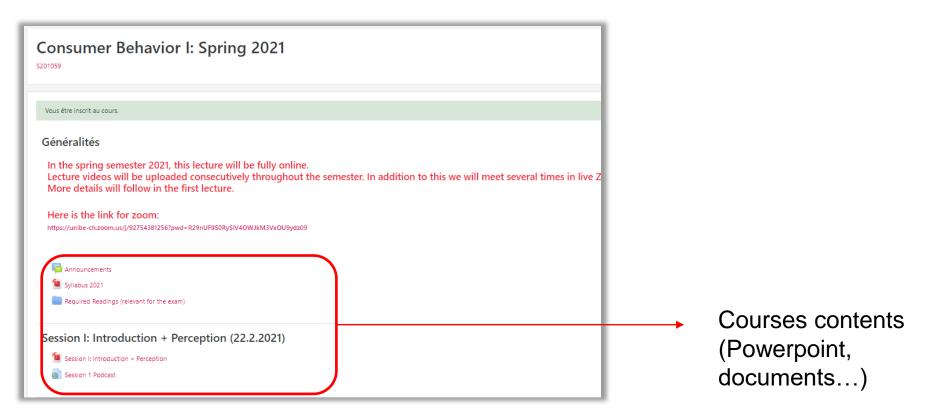


How to have access to online content?





How to have access to online content?



MOODLE = You are not registered to the exams!



At the end of the semester

- The GSEM transcript of records will be sent by post to the address you provided when you registered with UNIGE
- If necessary, this address can be modified on the student portal (<u>portail.unige.ch</u>)
- If you need an electronic copy by email, please write at the end of the semester to service-etudiants-gsem@unige.ch specifying your request



Question?

GSEM Student Services | M 3287A | 3rd Floor (Uni Mail building)

Monday, Wednesday, Friday: 9:30 – 12:00

Tuesday and Thursday : 14:30 – 16:30

General questions about the studies:

- Registration courses / exams
- Schedule courses / exams
- Regulations / directives
- > Transcript
- > Forms

service-etudiants-gsem@unige.ch



Question?

GSEM Mobility Academic Advisor | M 3254 | 3rd Floor (Uni Mail building)

• Monday: 13:30 – 15:30

Tuesday: 14:30 – 16:30

- Advises regarding choices of courses at the GSEM
- Mobility Guidelines
- > Health problems or specific needs
- Failure of exams

mobility-gsem@unige.ch



Question?

Academic Exchange Office | MR 050 | Ground floor (Uni Mail building)

Monday – Friday : 10:00 am – 12:30

- Contact with your home University
- Administrative issues (accommodation, VISA, scholarship, etc.)

Email address of your coordinator:

Students IN WORLD (outside Europe) : Claire.Giordano@unige.ch

Students IN EUROPE (SEMP/Ex-Erasmus) : Arnaud.Waeber@unige.ch

Students IN Swiss Exchange Programme : Marisol.Pedrosa@unige.ch



Thank you for your attention and good luck!

