

## Information Sheet 2018-2019 (MONDE)

### Institutional details

<b>Address</b>	University of Geneva, Boulevard du Pont d'Arve 40 – 1211 Geneva 4 - Switzerland
<b>Institution website</b>	<a href="http://www.unige.ch/">http://www.unige.ch/</a>
<b>Mobility website</b>	<a href="http://www.unige.ch/international/fr/mobilite1/mobilite-monde-etudiants/">http://www.unige.ch/international/fr/mobilite1/mobilite-monde-etudiants/</a>

### Contacts

<b>Contact person</b>	Claire GIORDANO (Ms.), Incoming students, exchanges, housing, visa, insurance	
<b>Contact details</b>	Tel: +41 22 379 89 73	Email: <a href="mailto:Claire.Giordano@unige.ch">Claire.Giordano@unige.ch</a>
<b>Contact person</b>	Vera SANDOVAL (Ms.), Outgoing students	
<b>Contact details</b>	Tel: +41 22 379 82 95	Email: <a href="mailto:Vera.Sandoval@unige.ch">Vera.Sandoval@unige.ch</a>

### Academic Calendar 2018 - 2019

	<b>Autumn Semester</b>	<b>Spring Semester</b>
<b>Class dates</b>	September 17, 2018 – February 8, 2019	February 18, 2019 – June 21, 2019
<b>Exam dates</b>	January, 2019 – February, 2019	May, 2019 – June, 2019
<b>Orientation</b>	September 14, 2018	February 15, 2019

### Nomination, Registration & Acceptance:

	<b>Autumn Semester</b>	<b>Spring Semester</b>
<b>Nomination Deadline</b>	March 31, 2018	August 31, 2018
<b>Nomination Process</b>	<p>Please provide: each student's name, email, period of study and field of study</p> <p>- By email at <a href="mailto:nomination@unige.ch">nomination@unige.ch</a>.</p> <p>- Or :</p> <p>In English: <a href="https://formulaire.unige.ch/outils/limesurvey2/index.php/447394?lang=en">https://formulaire.unige.ch/outils/limesurvey2/index.php/447394?lang=en</a></p> <p>In French: <a href="https://formulaire.unige.ch/outils/limesurvey2/index.php/447394?lang=fr">https://formulaire.unige.ch/outils/limesurvey2/index.php/447394?lang=fr</a></p> <p>Once a nomination is received, we will send the student a link for the online registration.</p>	
<b>Student's Registration Deadline</b>	April 15, 2018	September 15, 2018
<b>Registration Process</b>	<p>Students must fill in a provisional study plan during online registration (more information is available in the next section "Academic Preparation").</p> <p>Documents to be uploaded (mandatory):</p> <ul style="list-style-type: none"> <li>- Cover/motivation letter in French or English (in English if students take courses taught in English only)</li> <li>- Transcripts</li> <li>- A passport photo</li> <li>- A copy of the student's passport</li> <li>- French level: official test results or official academic attestation (except for students taking English only)</li> </ul>	
<b>Acceptance Letters (sent before the following date)</b>	May 15, 2018	October 15, 2018
<b>Acceptance Process</b>	Acceptance letters are sent on a first-come, first-served basis.	

## Academic Preparation

Students should select the courses they wish to attend using the course catalogue: [http://wadme.unige.ch:3149/pls/opprg/w\\_rech\\_cours.debut](http://wadme.unige.ch:3149/pls/opprg/w_rech_cours.debut) or the website of the Faculty/Institute/Department. The yearly course catalogue is published every summer. Autumn Semester applicants must base their course selection on courses from the previous year and adjust later.

- When the name of the course is in French, the course is given in French. If it is in English, the course is in English.
- Courses marked "A" are given during the Autumn Semester.
- Courses marked "P" are given during the Spring (Printemps) Semester.
- Courses marked "AN" are given during the full academic year (Autumn and Spring Semesters).

The academic advisors in Geneva may suggest amendments to the study plan. The final study plan will be validated by the student's UNIGE academic advisor in Geneva.

### Main academic restrictions

- Bachelor's level students are not allowed to take courses at Master's level.
- Courses may be chosen from two different Faculties/Institutes at the most.

Please refer to our website for general and particular restrictions by faculties/institutes: <https://www.unige-exchange.ch/en/in/erasmus-europe/admission-conditions/restrictions>

### Recommended language skills

The main language of instruction is French. A wide range of courses are given in English.

Students taking courses in French are expected to have a good command of **French (level B2)**. For the Faculty of Psychology and Educational Sciences it is mandatory to have B2 level of French.

Our "École de langue et de civilisation française" offers modules of one or two semesters intensive course to non-French-speaking students. French level B1 is required.

Improve French skills (before and during the exchange)

Exchange students can attend a free French support course during each semester. The course starts after the beginning of the semester (more information during the orientation session). There are also fee-paying French courses during the summer and winter holidays (see <http://unige.ch/lettres/elcf/course/fr/>). Exchange students can contact the International Affairs to benefit from a discount on fees.

Students taking courses in English are expected to have a good command of **English (level B2)**. No official result required.

## Additional Information

More details will be provided to your students with the acceptance letter.

### Visa and Residence Permit

Non-EU citizens may require a visa and must contact the nearest Swiss embassy 3 months before entering Switzerland in order to inquire about the visa procedure.

Overview of ID and visa provisions according to nationality:  
[https://www.sem.admin.ch/sem/en/home/publiservice/weisungen-kreisschreiben/visa/liste1\\_staatsangehoerigkeit.html](https://www.sem.admin.ch/sem/en/home/publiservice/weisungen-kreisschreiben/visa/liste1_staatsangehoerigkeit.html)

The visa will allow entry into Switzerland. Students should also request a residence permit from the Geneva Migration Office (OCPM).

## Housing

As soon as your student is nominated, **we will request your student to register online for the Cité Universitaire de Genève** (<http://cite-uni.unige.ch/>) to ask for a room.

Rooms are allocated on a first-come first-served basis.  
Kindly send us your nomination as soon as possible.

## Cost of living in Geneva

The average cost of living for a student in Geneva is approximately CHF 2,000 per month.  
<http://www.unige.ch/international/fr/mobilite1/mobilite-monde-etudiants/4-preparer-son-sejour/budget/>

Students will have to prove financial capacity (statement of account and assets), both for visa and residence permit requests.

## Insurance

Health insurance is mandatory in Switzerland (accident and health). Students may request recognition of their private insurance or subscribe to a student insurance policy upon arrival in Switzerland (about CHF 100.- per month).

## Transcripts

A transcript will be issued about 6 weeks after the assessment period has finished at our institution. Transcripts will be sent by the International Affairs Office to partner universities.

## Grading system

	ECTS Scale	UNIGE Grading Scale
Excellent	A	6.00, 5.75, 5.50, 5.25
Very good	B	5.00, 4.75
Good	C	4.50
Satisfactory	D	4.25
Pass	E	4.00
Fail	F	< 4.00