



MBA\* and MSc  
in International Hospitality Business

# TUITION AND OTHER FEES

Valid for intake of September 2018  
Switzerland

\* Delivered by Ecole de Management (GEM). Pending approval from NEASC and Grenoble Ecole de Management



**GRENOBLE  
ECOLE DE  
MANAGEMENT**

GRENOBLE GRADUATE SCHOOL OF BUSINESS



**GLION**  
INSTITUTE OF HIGHER EDUCATION

# DUAL MBA\* AND MSc IN INTERNATIONAL HOSPITALITY BUSINESS

\*Pending approval from NEASC and Grenoble Ecole de Management

Breakdown of fees in CHF	Year 1		Year 2		Total MSc & MBA
	Semester 1	Semester 2	Semester 3	Semester 4	
	Gilon campus		On the job**		
<b>Compulsory expenses</b>					
Tuition fees	28,500	28,500			57,000
Learning resources	700	700			1,400
Health and accident insurance <sup>1</sup>	850	850			1,700
<b>Total academic compulsory expenses</b>	<b>30,050</b>	<b>30,050</b>			<b>60,100</b>
<b>Optional accommodation and F&amp;B fees</b>					
Food and beverage prepaid	2,950	2,950			
Double room - en-suite bathroom <sup>2</sup>	5,850	5,850			
Lodging upgrade: single room - en-suite bathroom	3,700	3,700			

\*\* Including online courses and one "Meet-the-Experts" bootcamp.

1. Please refer to the chapter on 'Insurance' in the terms and conditions section 2. External accommodation is available for students' semesters S1 and S2, subject to the authorization of the Residential Life Department.

**GIHE reserves the right to review and modify the fees and Terms & Conditions of each semester at any time and without prior notice. To maintain the standards expected from the institution, the fees are reviewed annually.**

# TERMS AND CONDITIONS

## Application Fee - Switzerland

A fee of CHF 250.- is required with each application for Gilon Institute of Higher Education (GIHE). Payment of the application fee must be made in Swiss Francs by direct bank transfer, credit card form, or through flywire as per enclosed method of payment. The application fee is non-refundable.

## Damage Deposit

A refundable damage deposit of CHF 1,250.- is required to cover any damage caused to GIHE property by the student during his or her studies. It covers as well the deposit for a locker and a washing machine card. It is payable at the time of the student's first invoice and is refundable three months after their final check-out (completion of studies).

## Fees for Studies

### The tuition fees cover:

Tuition, some events and facilities (i.e. conferences, leisure and sports activities, etc.), administrative costs, other school supplies, visitors' tax, cantonal and communal taxes (applicable if the student is living on campus), administration charges for the visa and work permit (excluding where there are legal and court charges if the visa or work permit has been refused, and an appeal has been made by the student), administration charges for internship(s), Swiss VAT, membership of the Alumni Association of Gilon (AAG), tutoring (when necessary), industry presentations, examiner fees, access to the school nurse, and career counseling. Any unused services, clothes, school supplies, benefits, etc., included in the main fees are non-refundable.

### The compulsory expenses cover the following:

The application fee, the damage deposit, learning resources, and health and accident insurance.

### The fees do not cover the following optional or additional expenses:

Room and F&B prepaid fees, accommodation and lodging upgrade, parking, personal out-of-pocket expenses (including travel to and from the campus), a laptop, resit fees, on-campus or online retake fees, and the BULATS exam fee.

## Room

It is not compulsory for Dual MSc and MBA students to live on campus. Subject to availability, students can secure a special room for an additional fee. Students' rooms are only confirmed and allocated upon the receipt of the pre-payment and any lodging optional and upgrade fees 15 days after receiving the acceptance letter. As there is usually high demand for the limited number of these rooms, students risk losing their room choice if not meeting the deadline of the full payment. The prices below are in Swiss Francs, per person, for the duration of one semester.

Room category and features	Fees
B – Single superior room – en-suite bathroom	CHF 9,550
C – Double superior room – en-suite bathroom	CHF 5,850

## Prepaid Food and Beverage Account (based on consumption)

At the beginning of each semester, the F&B prepaid card is charged with the amount specified in the fees. This card can be used in the various outlets on campus. The prepaid amount must be used before the end of the semester and is not refundable. Students can top-up their card at any time.

## Other Expenses

It is estimated that students require on average a sum of CHF 500.- per month to finance their out-of-pocket expenses such as snacks and drinks, entertainment, personal supplies, laundry, and any other personal expenses.

## Insurance

Health and accident insurance is mandatory in Switzerland; therefore, students are required to take the health and accident insurance provided by the institute which covers them while on campus. However, if students have a private, valid insurance cover equivalent to the Swiss health insurance cover scheme, they are required to follow the procedure to become exempted by the Swiss authorities (information about exemption and the validation of foreign insurance plans is available from the

Admissions department). Students under a European health insurance scheme who wish to use this coverage whilst studying at Gilon are required to provide a valid copy of their personal health insurance card – to have the health insurance fee deducted from their invoice for the semester. If students fail to complete this procedure, prior to their registration on campus, they will automatically be registered for the insurance provided by the institute at the most competitive rate which may vary from one semester to another. Students who have been granted the exemption by Swiss authorities are responsible for verifying the validity of their private health and accident insurance cover in Switzerland and on internship in Switzerland or abroad; the institute will not cover any health or accident related expenses. Personal and private insurance, to cover issues such as damage or theft of personal property, is not mandatory but is strongly recommended and is the student's responsibility. Gilon cannot be held responsible for the theft of personal belongings, student damage or third party insurance.

### Laptop Policy

Students will need to have individual access to our intranet website which hosts student information including support, teaching documents and other learning resources. Students will also need to use the Internet for their project research – to access online library resources or emails. Students must bring their own laptop that meets the institute's requirements. Laptop specifications will be sent directly to the student upon confirmation of their enrollment and are also published on our website under [www.glion.edu/pre-arrival-information](http://www.glion.edu/pre-arrival-information)

### Visa Application Procedure for Accepted Candidates

Accepted candidates will receive an acceptance letter from the Admissions department detailing the visa application procedure.

Students are strongly advised to apply immediately as it takes at least two months to obtain a visa. If the student is a national of an EU/EEA country or Switzerland, a visa is not required to study in Switzerland.

For those who need an entry visa, it is imperative to request a student visa (not a tourist visa). Candidates must make a personal request at the Swiss Embassy/Consulate in their country of residence and present the school's attestation.

Once the visa is approved (after 8 to 12 weeks), the Embassy/ Consulate will notify the candidate who then must collect the original visa from the Embassy/Consulate and other supporting documents listed on the website of the local Swiss consulate.

For the latest information, click on the icon below:



## Pre-Payment

Upon acceptance of a student, a pre-payment of CHF 3,000.- must be paid within 15 days from the date of the acceptance letter in Swiss Francs by direct bank transfer, credit card form or through Flywire as per the enclosed method of payment. This prepayment confirms the place in the program and is non refundable, except in extreme circumstances. The pre-payment is deducted from the student's first invoice. Please note: If the student postpones his or her studies after the pre-payment has been made, the balance will be carried forward to the next intake only. If a student postpones to the next intake but subsequently cancels, the pre-payment will be non-refundable.

## Payment

Payments must be made in full in Swiss Francs no later than the 15th of June for semester one and November 15th for semester 2, unless a payment plan contract has been approved. Payments can be made by direct bank transfer, credit card form or through Flywire as per enclosed method of payment. For returning students, this payment confirms their place in the program. Students will not be permitted to begin the semester until the due amount has been received. Academic documentation (transcript of grades, degrees, attestations, etc.) are only delivered/awarded after all due fees and charges have been paid in full. GIHE reserves the right to suspend from his or her studies, at any time, a student with pending due amounts or non-respected payment plan installments. If a returning student withdraws from the program after the payment deadline and/or does not attend check-in, then a cancellation fee of CHF 500.- will apply.

## Scholarships

As a private institute, GIHE provides a limited number of scholarships for new and returning students. The scholarships are competitive and linked to Glion's admissions strategy which aims to assist motivated young people to study at our institution. Each scholarship has specific criteria, and eligibility for a scholarship is examined on a case-by-case basis for those students who have submitted a complete application. The Scholarship Policy is reviewed each year and can be changed at any time and without prior notice.

## Refund Policy

All fees outlined and paid for are non-refundable. Subject to pre-payment section, if a new student cancels before the official arrival date on campus, only the pre-payment of CHF 3,000.- will be retained. If a student is dismissed or withdraws from the program during a semester, all fees are non-refundable. If the student has to take a break from their studies due to mitigating circumstances, any unused fees for tuition and accommodation will be credited if the student returns to Glion Institute of Higher Education within two years. The unused fee are proportional to the number of weeks remaining in the semester that have been invoiced for.

1

## Method of Payment

### Option 1:

#### By direct bank transfer

CREDIT SUISSE (SWITZERLAND) LTD

Beneficiary's name: GIHE Sàrl

Account number: 2665813-51-1

Swift adress: CRESCHZZ80A

IBAN CH91 0483 5266 5813 5100 1

Clearing number 4835

Please ensure the bank indicates the student's full name and 6-digit student number on the payment advice slip for the bank transaction to facilitate payment allocation

2

### Option 2:

#### By Flywire (bank transfer and credit card accepted)

1. Visit [www.glionchf.flywire.com](http://www.glionchf.flywire.com)



2. Choose your country and the payment amount in CHF.
3. Choose your payment method and make your payment.
4. Enter your details and those of the student you are paying for (if not yourself).
5. Track and confirm your payment by email, SMS, or by logging in to [www.glionchf.flywire.com](http://www.glionchf.flywire.com)

3

### Option 3:

#### Credit Card form

Visit <http://www.glion.edu/application-document-templates>





**Get in Touch with an  
Education Counselor**

If you need help with your application, please do not hesitate to contact us.

Our team will put you in touch with an education counselor or admissions advisor in your region.

---

**International Enrollment Team**  
Chemin du Pierrier 1  
1815 Clarens, Switzerland  
T: +41 21 989 26 77  
E: [info@glion.edu](mailto:info@glion.edu)  
W: [glion.edu](http://glion.edu)

---

**Registered Office**  
GIHE Sàrl – Rue l'Ondine 20  
CH-1630 Bulle