



Berner Fachhochschule
Haute école spécialisée bernoise
Bern University of Applied Sciences

HKB HEAB BUA
Hochschule der Künste Bern
Haute école des arts de Berne
Bern University of the Arts

**Swiss-European Mobility
Programm
Institutional Data Sheet**

GENERAL INFORMATION

Institution	Hochschule der Künste Bern CH BERN 11
General website	http://www.hkb.bfh.ch/
Website for credit mobility students	http://www.hkb.bfh.ch/de/hkb/international-office/
International Centre - Address	Hochschule der Künste Bern, International Office, Fellerstrasse 11, CH 3027 Bern
International Centre - Director	Nina Grunder, Head Intl. Office, nina.grunder@hkb.bfh.ch
International Centre - Inter-Institutional Agreements	Nina Grunder, Head Intl. Office
International Centre – Incoming Students	Monika Sterchi, Intl. exchange coordinator, monika.sterchi@hkb.bfh.ch , +41 31 848 49 23
International Centre – Outgoing Students	Monika Sterchi, Intl. exchange coordinator, monika.sterchi@hkb.bfh.ch , +41 31 848 49 23
Departmental Coordinators	http://www.hkb.bfh.ch/de/studium/fachbereiche/

DATES

Academic calendar	Autumn semester: week 38 – week 3 (sept – jan) Spring semester: week 8 – week 23 (feb - june)
Application deadline for nominated exchange students	
Autumn semester [dd/mm]	15/04
Spring semester [dd/mm]	15/11

LOCAL GRADING SYSTEM OF THE INSTITUTION

Local Grade	Description	English Description
Note 6	ausgezeichnet	excellent
Note 5.5	sehr gut	Very good
Note 5	gut	good
Note 4.5	befriedigend	satisfactory
Note 4	ausreichend	sufficient

Die Noten zwischen 1 und 3.5 gelten als ungenügend. Die Note 3.5 kann mit dem Prädikat „Nachbesserung möglich“ ergänzt werden.
The scores between 1 and 3.5 are considered insufficient. The score 3.5 may be added with "possible improvement".

INCOMING STUDENT INFO

Study as an exchange student, incl. application procedure	http://www.hkb.bfh.ch/en/bua/international-office/
Course catalogues	http://www.hkb.bfh.ch/de/studium/studienorganisation/online-modulverzeichnis/
Study fields for exchange	According to the subject field agreed in the inter-institutional agreement
Application requirements	
	Erasmus Students Application form
	Erasmus Learning Agreement (if possible)
	CV
	Letter of motivation
	Portfolio (CD/DVD)
	Passport Foto
	Copy of ID or passport
Study guides	http://www.hkb.bfh.ch/de/studium/
German language courses, e.g.	2 weeks before the start of each spring or autumn semester, the department "Deutsch als Fremdsprache" (German as a foreign language) of the University of Bern conducts a two-week German integration course for exchange students http://www.hkb.bfh.ch/en/temporaere-seiten/international-office/allgemeine-informationen/sprachen/
Recommended language skills	German B1-B2 The main teaching and working language of the BUA is German - depending on the site of study, it can also be French (Biel/Bienne).

	knowledge of German or French is a requirement for coming to study at the BUA. In some study programs we require a proof of Language proficiency. Please find out what the teaching language of your preferred program of studies is.
Insurance	http://www.hkb.bfh.ch/en/temporaere-seiten/international-office/allgemeine-informationen/
Visa	http://www.hkb.bfh.ch/en/temporaere-seiten/international-office/allgemeine-informationen/

HOUSING

Is housing guaranteed?	No, we have useful links http://www.hkb.bfh.ch/en/temporaere-seiten/international-office/allgemeine-informationen/
Student Accommodation	no

COSTS:

Cost of living	http://www.hkb.bfh.ch/en/temporaere-seiten/international-office/allgemeine-informationen/
Semester contribution (Student ID and semester ticket for public transport)	no