## Munich Business School (MBS)

Elsenheimerstrasse 61  
80687 Munich, Germany  

+49 89 54 76 78 – 11 or –224  

ERASMUS Code: D MUNCHEN12  
CONTACT: international@munich-business-school.de  
LINK: http://munich-business-school.de/international

## EXCHANGE PROGRAMS@MBS

1. **Undergraduate Exchange Semester (UES)**  
   for BACHELOR students in business-related programs  

2. **Graduate Exchange Semester (GES)**  
   for MASTER students in business-related programs  

Requirements: GPA minimum (B average)/English proficiency  
LINK: www.munich-business-school.de/international

## SEMESTER DATES – FALL 2019

September 2 - December 20  
Orientation: August 27  

Dates above include exam weeks.

## NOMINATION DEADLINES

Nomination fall semester: **April 1**  
Nomination spring semester: **August 15**  
MBS will send nomination email to coordinators.  
CONTACT: incoming@munich-business-school.de

## APPLICATION DOCUMENTS

- Transcripts from current university in English  
- Copy of valid passport  
- TOEFL ibt: min. 83 points (UES) and 85 (GES)  
- IELTS: 6.0 (UES) and 6.5 (GES)  
- Passport-sized photo (jpeg)  
- CV in English (GES only)

## INTERNATIONAL CENTER- STAFF

Elvira Stephenson, MBA - Head of International Center  
Susanne Müller, M.A. - Incoming Exchange Student Coordinator  
Alexandra Schatz, M.A., M.A. - Incoming Exchange Student Coordinator  
CONTACT: incoming@munich-business-school.de  
Friederike Habbel, MSc. - Outgoing Study Abroad Advisor (Americas)  
Lisa Schmidt-Reitwein, B.A. - Outgoing Study Abroad Advisor (All other countries))  
CONTACT: outgoing@munich-business-school.de

## APPLICATION PROCESS

- Home university **nominates** student  
- MBS **confirms** student and starts communication  
- Student **completes online application** & submits courses online  
- MBS issues **acceptance and visa** document  
- Student applies for visa arranges travel etc.  
- Student **arrives** for orientation

## HEALTH INSURANCE, VISA, HOUSING etc.

Pre-arrival information such as visa, housing, cost of living and health insurance etc. information, can be found online:

MBS WEBSITE LINKS:  
www.munich-business-school.de/international  
www.munich-business-school.de/exp-downloads  

LINK TO CHECK IF YOU REQUIRE A VISA: www.auswaertiges-amt.de  
FACEBOOK: http://www.facebook.com/MBS.Exchange

## QUESTIONS?

Contact our International Center via international@munich-business-school.de | +49 (0)89 547678 - extension