



LES ROCHES-GRUYÈRE
UNIVERSITY OF APPLIED SCIENCES
SWITZERLAND

TUITION & OTHER FEES

VALID FOR 2013

www.lrguas.ch

MAIN FEES - BULLE CAMPUS

BSc IN HOSPITALITY MANAGEMENT – INTERNATIONAL HOSPITALITY MANAGEMENT

Fees Breakdown in CHF	Semester:	PREPARATORY YEAR		YEAR 1		YEAR 2		YEAR 3	
		1 ^{1,2}	2	S1 ¹	S2 ¹	S3	S4 ³	S5 ³	S6 ³
Application fee	100								
Damage & uniform deposit (refundable)	1,250								
Main Fees									
Tuition		23,300		25,600	19,025		19,025	19,025	19,025
Double room		4,900		4,950	4,950		4,950	4,950	5,500
Full board		4,500		4,050	4,050		4,050	4,050	4,500
Other Fees									
Books and materials (estimate)		650		450	500		500	400	400
Health & accident insurance ⁴		685	685	685	685	685	685	685	685
Total:		34,035	685	35,735	29,210	685	29,210	29,110	30,110

¹ Lodging and full board compulsory.

² P1 lodging and full board will change as of July 2013. Lodging will be 4,400.- CHF and full board will be 4,050.- CHF.

³ External accommodation possible upon authorisation from the Student Affairs Department.

⁴ Please refer to the 'Insurance' chapter in the terms & conditions.

MASTER OF ADVANCED STUDIES – HOSPITALITY MANAGEMENT

Fees Breakdown in CHF	Semester:	YEAR 1	
		1	2
Application fee	100		
Damage deposit (refundable)	1,250		
Main Fees			
Tuition ¹		22,600	22,600
Double room ¹		5,775	5,775
Full board		4,725	4,725
Other Fees			
Books and materials (estimate)		700	700
Health & accident insurance ²		685	685
Total:		34,485	34,485

¹ Lodging and half board compulsory, however, prior to semester 1 arrival, students can request external accommodation for the duration of their studies on campus. Students authorized to live in external accommodation, can choose either full or half board.

² Please refer to the 'Insurance' chapter in the terms & conditions.

PhD

Fees Breakdown in CHF	Semester:	FULL-TIME STUDENTS (3 YEARS)	
		1 ¹	Per each remaining semester (5 semesters)
Application fee	100		
Damage deposit (refundable)	1,250		
Main Fees			
Tuition		12,500	12,500
Double room		4,950	
Full board		4,050	
Other Fees			
Health & accident insurance ²		685	685
Total per semester:		22,185	13,185

Fees Breakdown in CHF	Semester:	PART-TIME STUDENTS (6 YEARS)
		Per academic semester (12 semesters)
Application fee	100	
Main Fees		
Tuition		6,000
Other Fees		
Health & accident insurance ^{2,3}		685
Total per semester:		6,685

¹ Lodging and full board compulsory.

² Please refer to the 'Insurance' chapter in the terms & conditions.

³ Health and accident insurance for part-time students is subject to the student's situation. It is not required if the student is already insured in Switzerland.

MAIN FEES - BLUCHE CAMPUS

BSc IN HOSPITALITY MANAGEMENT - FOOD, BEVERAGE & OPERATIONS MANAGEMENT

Fees Breakdown in CHF	Semester:	PREPARATORY YEAR		YEAR 1		YEAR 2		YEAR 3	
		1 ¹	2	S1 ¹	S2 ¹	S3	S4 ¹	S5	S6
Application fee	100								
Damage deposit (refundable)	1,000								
Main Fees									
Tuition		23,300	I N T E R N S H I P	25,600	19,025	I N T E R N S H I P	19,025	19,025	19,025
Double room		5,670		5,670	5,670		5,670	5,670	5,670
Full board (compulsory)		4,200		4,200	4,200		4,200	4,200	4,200
Other Fees									
Books and materials (estimate)		650		450	500		800	400	400
Laptop (refer to laptop policy)	2,300								
Health & accident insurance ²		1,370	685	1,370	685	685	685		
Uniform (kitchen/service)		530		250					
Kitchen tool kit				230					
Total:		35,720		37,085	30,765		30,380	29,980	29,980

¹ Lodging and full board compulsory.

² Semesters P1 and S2 also include the health & accident insurance for internship. Please refer to the 'Insurance' chapter in the terms & conditions.

MASTER OF ADVANCED STUDIES - HOSPITALITY BUSINESS MANAGEMENT

Fees Breakdown in CHF	Semester:	YEAR 1	
		1	2
Application fee	100		
Damage deposit (refundable)	1,000		
Main Fees			
Tuition		21,600	21,600
Double room		5,670	5,670
Full board (compulsory)		4,200	4,200
Other Fees			
Books and materials (estimate)		750	750
Laptop (refer to laptop policy)	2,300		
Health & accident insurance ¹		685	685
Total:		32,905	32,905

¹ Please refer to the 'Insurance' chapter in the terms & conditions.

TERMS & CONDITIONS - BULLE CAMPUS

Main fees cover: tuition, school nurse, some events and facilities (i.e. conferences, leisure and sports activities, library), administration costs, laundry and ironing of professional clothes (kitchen and service), other school supplies, visitor's tax, cantonal and communal taxes (only if living in campus accommodation), administration charges for the visa and work permit (excluding where there are legal and court charges, if the visa or permit is refused and an appeal is made), administration charges for internship(s), Swiss VAT, membership for the Alumni Association, tutoring (when necessary), industry presentations, examiner fees, career counselling. Any unused services, clothes, school supplies, benefits, etc. included in the fees are non refundable.

Other fees cover: application fee, damage and uniform deposit, books, health & accident insurance (professional and non-professional) and laptop.

Parking, single room supplement, personal expenses including travel to and from the campus and the internship site and pocket money are not covered.

ROOM & BOARD

Room and board fees include accommodation in a double room, full board (3 meals a day, 5 days a week, as well as brunch and dinner on Saturdays and Sundays). Subject to availability, students can book a single room for an additional fee to the double room. Since there is a high demand and the number of rooms is limited, students will be given priority on a 'first come, first served' basis (subject to receipt of payment within the payment deadline). Please refer to the specific campus page with the fees under the section "single room" for the pricing. The prices below are in Swiss francs, per person and per semester in addition to the double room fee:

Single Room with shared bathroom: CHF 2,300.-

Single Room with en-suite bathroom: CHF 3,700.-

In Bulle, students authorised to live in external accommodation, can choose either full or half board. Prices available upon request.

Please note: our campuses are smoke-free areas, including bedrooms

TERMS & CONDITIONS - BLUCHE CAMPUS

Main fees cover: tuition, school nurse, some events and facilities (i.e. conferences, leisure and sports activities, library), administration costs, laundry and ironing of professional clothes (kitchen and service), other school supplies, visitor's tax, cantonal and communal taxes (only if living in campus accommodation), administration charges for the visa and work permit (excluding where there are legal and court charges, if the visa or permit is refused and an appeal is made), administration charges for internship(s), Swiss VAT, membership for the Alumni Association, tutoring (when necessary), industry presentations, examiner fees, career counselling. Any unused services, clothes, school supplies, benefits, etc. included in the fees are non refundable.

Other fees cover: application fee, damage deposit, books, uniform (kitchen and service), health & accident insurance (professional and non-professional) and laptop.

Parking, single accommodation, personal expenses including travel to and from the school and the internship site and pocket money are not covered.

ROOM, BOARD & PARKING

Room and board fees include accommodation in a double room, full board (3 meals a day, 5 days a week, as well as brunch and dinner on Saturdays and Sundays). Single room accommodation is limited, therefore rooms are pre-registered to students on a first-paid, first-served basis (pre-payment and single room supplement), but are allocated only upon the reception of the full payment of the school fees, before the deadline of 15th November (for the winter intake) or 15th May (for the summer intake). The prices below are in Swiss francs, per person and per semester in addition to the double room fee:

Single Room: CHF 1,800.-

Parking permit: CHF 500.-

Any students living off campus, subject to the campus director's written approval and Semesters 5-6/MBA students living at Les Cheminots or in buildings in Crans-Montana can choose not to have dinner and weekend meals at a discount of CHF 1,200.- per semester (half-board option).

Please note: our campuses are smoke-free areas, including bedrooms

TUITION & FEES - TERMS & CONDITIONS

LAPTOP POLICY

Students will need to have individual access to our intranet website which hosts student information including support and teaching documents and other learning resources. Students will also need to use internet for their project research, to access online library resources or emails. Two options are available to meet our requirements:

1. Students who bring their own laptop must ensure it meets the institution's requirements. Specifications will be sent directly to the student upon confirmation of enrolment.
2. Bluche campus only: students may purchase their personal laptop through the school for a fee of CHF 2,300.-.

Further details will be sent to the student upon confirmation of enrolment.

INSURANCE

Health and accident insurance is mandatory in Switzerland, thus students are required to take the health and accident insurance provided by the school which covers them when on campus and on internship.

However, if students have a private valid insurance cover equivalent to the Swiss health insurance cover scheme, they have to follow the procedure to be exempted by the Swiss authorities (information about exemption and validation of foreign insurance plans are available from Admissions). If students fail to complete this procedure, prior to their registration on campus, they will automatically be registered with the insurance provided by the school 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 to verify the validity of their private health and accident insurance cover in Switzerland and on internship in Switzerland or abroad; the school will not cover any health or accident related expenses.

Personal and private insurance, to cover issues such as damage or theft of personal property are not mandatory but are strongly recommended. The school cannot be held responsible for the theft of personal belongings, student damage or third party insurance.

OTHER EXPENSES

It is estimated that students require a minimum 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.

APPLICATION FEE

A fee of CHF 100.- is required with each application. Complete credit card information must be provided on the application form. This fee is not refundable.

DAMAGE DEPOSIT

A refundable damage deposit is required to cover any damage caused to the institution property by the student during his/ her studies. It is payable at the time of the first semester's invoice and is refundable 3 months after completion of the academic program.

PRE - PAYMENT

New students: upon acceptance of your application, a pre-payment of CHF 3,000.- must be paid within 30 days from the date of the acceptance letter, in Swiss francs by bank transfer, cheque or credit card. This pre-payment confirms your place in the program and is refundable if a formal written cancellation is received before the 15th of November (for the winter intake) or 15th of May (for the summer intake). The pre-payment is deducted from the first semester's invoice.

Returning students: before returning to school, a pre-payment of CHF 3,000.- must be paid within 30 days from the date of the pro-forma invoice, in Swiss francs, by bank transfer, cheque or credit card. This pre-payment confirms your place in the semester and is refundable if a formal written cancellation is received before the 15th of November (for the winter intake) or 15th of May (for the summer intake). The pre-payment is deducted from the semester's invoice.

Please note: if the student postpones his/her studies after the pre-payment has been made, the balance will be carried forward for the next intake only. No refund will be made in this case.

PAYMENTS

Payments must be made in full in Swiss francs no later than the 15th of November (for the winter intake) or 15th of May (for the summer intake), unless a payment plan contract has been approved. Payments can be made by bank transfer, cheque or credit card. Students will not be permitted to begin their studies until payment for the semester has been received. Swiss Residence permits, academic certificates and degrees are only delivered / awarded when all fees and charges have been paid.

TUITION & FEES - TERMS & CONDITIONS

REFUND POLICY AND REVIEW OF FEES

The tuition fees paid for each semester are non refundable. If a student cancels before the official arrival date on campus, only the pre-payment will be retained. If a student is dismissed or withdraws from the program, only the fees covering the accommodation and board are reimbursed (proportional to the number of weeks remaining in the semester).

LRG reserves the right to review and modify the tuition fees of each semester at any time and without notice. To maintain the standards expected from the institution, the fees are reviewed annually.

SCHOLARSHIPS

As a private institute, LRG-UAS provides a limited number of scholarships for new students. The scholarships are competitive and linked to LRG-UAS'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.

METHOD OF PAYMENT

Payments by bank transfer are to be made to:

For students starting the specialisation in Food, Beverage and Operations Management on Bluche Campus:

UBS SA, 1002 Lausanne SWITZERLAND
Beneficiary's Name: GESTHOTEL Sàrl, Hotel Management
School Les Roches
Account Number: 243-H6167514.0
Swift Address: UBSWCHZH80A
IBAN: CH1600243243H61675140

For students starting the specialisation in International Hospitality Management on Bulle Campus:

Banque Cantonale de Fribourg, 1701 Fribourg, SWITZERLAND
Beneficiary's Name: GIHE Sàrl
Account Number: 25 01 046.835-05
Swift Address: BEFR CH 22XXX
IBAN: CH15 0076 8250 1046 8350 5

Please make sure that the bank indicates the student's name on the payment advice slip for the bank transaction.

INTERNSHIP

All students are requested to complete their internship(s) in establishments approved by LRG University of Applied Sciences. The main objective is to prepare students for their professional career by developing their managerial, entrepreneurial and personal skills to their fullest through interesting and challenging internships. LRG has established excellent relationships with the hospitality and tourism industry, and a wide choice of training possibilities are offered to students in large, medium or small companies, in Switzerland and/or abroad. However, some countries can be restricted by Government visa, work permit, policies and language requirements. Although internships are generally paid by the employer, the remuneration received cannot be expected to finance studies at LRG.

VISA PROCEDURE FOR ACCEPTED CANDIDATES

Accepted candidates will receive an acceptance letter from the Admissions Department detailing the visa procedure. For students who need an entry visa, it is imperative to request a STUDENT VISA (not a tourist visa). Students are strongly recommended to apply immediately as it takes at least 2 months to obtain a visa.

Candidates must make a personal request at the Swiss Embassy / Consulate in their country of residence and present the institution's attestation. Once the visa is approved (after 6 to 8 weeks for Bluche campus and after 8 to 12 weeks for Bulle campus), the Embassy / Consulate will notify the candidate who then must collect the original visa from the Embassy / Consulate.

Candidates with European Union passports and those from countries with which Switzerland has bilateral agreements, need only to send the required documents to the school.