

## EXCHANGE PROGRAM INFORMATION for students

### Munich Business School (MBS)

Elsenheimerstrasse 61  
80687 Munich, Germany  
 +49 89 54 76 78-224 or – 11

ERASMUS Code: D MUNCHEN12

**CONTACT:** [international@munich-business-school.de](mailto:international@munich-business-school.de)  
**LINK:** <http://munich-business-school.de/international>

### EXCHANGE PROGRAMS@MBS

- Undergraduate Exchange Semester (UES)**  
for **BACHELOR** students in business-related programs
- 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](http://www.munich-business-school.de/international)

### NOMINATION PERIODS

Nomination fall semester: **May 1-May 31 2021**  
Nomination spring semester: **Sept 15-Sept 30 2021**



MBS will send nomination email to coordinators.

**CONTACT:** [incoming@munich-business-school.de](mailto: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)**

### SEMESTER DATES – FALL 2021

September - December \*exact dates to be confirmed

Mandatory Orientation: **August 26/27**

Dates above include exam weeks.

### HEALTH INSURANCE, VISA, HOUSING, COST OF LIVING etc.

Check for pre-arrival information such as **visa, housing, health insurance; cost of living** etc.,

**MBS WEBSITE LINKS:**

<https://www.munich-business-school.de/mbs/international/downloads>

**DO YOU REQUIRE A VISA?:** <https://www.auswaertiges-amt.de/en>

**INSTAGRAM:** <https://www.instagram.com/munichschool/>

### INTERNATIONAL CENTER- STAFF

Melanie Vogel, B.A. - Incoming Exchange Student Coordinator  
Alexandra Schatz, M.A., M.A. - Incoming Exchange Student Coordinator

**CONTACT:** [incoming@munich-business-school.de](mailto:incoming@munich-business-school.de)

Helena Bacic, Mag Phil.. - Outgoing Study Abroad Advisor (Americas)  
Lisa Schmidt-Reitwein, B.A. - Outgoing Study Abroad Advisor (All other countries)

**CONTACT:** [outgoing@munich-business-school.de](mailto:outgoing@munich-business-school.de)

### CONTACT INFORMATION FOR INCOMING



Melanie Vogel & Alexandra Schatz  
Incoming Exchange  
Student Coordinators



+49 89 54 76 78 -224 or -11



**CONTACT:** [incoming@munich-business-school.de](mailto:incoming@munich-business-school.de)

### APPLICATION PERIODS

Online application fall semester: **May 1 – June 1 2021**

Online application spring semester: **Sept 15 – October 15 2021**

Nominated students will receive a link to online application

**CONTACT:** [incoming@munich-business-school.de](mailto:incoming@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** documents
- Student applies for **visa and arranges** travel etc.
- Student **arrives** for orientation

### SEMESTER DATES - SPRING 2022

January - May \*exact dates to be confirmed

Mandatory Orientation: **January 14**

Dates above include exam weeks.



### QUESTIONS?

Contact our International Center via [incoming@munich-business-school.de](mailto:incoming@munich-business-school.de) | +49 (0)89 547678-extension 224 OR 11

## FOR PARTNER UNIVERSITIES

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### NOMINATION START

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Incoming  
Coordinator



Alexandra Schatz  -11

Incoming  
Coordinator



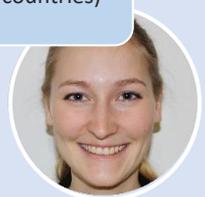
Melanie Vogel  - 224

Outgoing Advisor  
(Americas)



Helena Bacic  -274

Outgoing Advisor  
(all other countries)



Lisa Schmidt-Reitwein  - 284