

# Stockholm Business School Incoming Exchange Programme



## Application

### Entry Requirements

Undergraduate students need at least one semester of business-related studies at university-level. Graduate students must submit a copy of their bachelor's degree including at least one year/60 ECTS of studies in business administration.

### Nomination Deadline

Autumn Semester – April 10, 2019

Spring Semester – October 10, 2019

Online nomination link will be sent one month prior to deadline.

### Application Deadline

Autumn Semester – April 15, 2019

Spring Semester – October 15, 2019

Link to the online application will be sent to nominated students one month prior to deadline.

The following are required for a successful application:

- 1) Nomination by partner prior to deadline
- 2) Online application
- 3) Proof of English language proficiency, Non-EU students only
- 4) Transcript of records

Students will receive the following from the International Coordinators at SBS:

- 1) Instructions & link to our online application form
- 2) Official Letter of Acceptance & insurance information
- 3) Orientation Information for Stockholm Business School and Stockholm University (BOTH ARE MANDATORY)



## Contact

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## Other requirements

### Language requirements

Nominated students are expected to be highly proficient in English (spoken and written) in order to have a successful learning experience.

Language of instruction: English.

TOEFL-paper: 550

TOEFL-computer: 213

TOEFL-internet: 80 (Writing: 20, Speaking: 20, Reading: 20 and Listening: 20)

IELTS: 6.5 or higher (no subtest less than 6.0 in the Academic Module).

### Visa requirements -Residence permit

A residence permit is required for students from outside the EU/EEA/Switzerland and should be applied for directly after receiving the letter of acceptance from SBS. Please find country-specific information on how and where to apply from an embassy or consulate in the students residing country ([www.swedenabroad.com](http://www.swedenabroad.com) for a directory). The guidelines are available on the Migration Board's website: <https://www.migrationsverket.se/English/Private-individuals/Studying-in-Sweden/Universities-and-university-college.html>

## Expenses and Accommodation

### Tuition fees

Tuition fees are waived for exchange students.

### Health/Travel insurance

All incoming exchange students are covered by Kammarkollegiet's Student IN insurance 24 hours a day during their time in Sweden. The insurance policy can be found online:

<https://www.kammarkollegiet.se/en/insurance-students-and-state-employees/student-insurance/student-exchange-students-sweden>

### Accommodation

Due to the popularity of studying in Stockholm, Housing cannot be guaranteed. Generally, it is easier to get student housing in the Spring semester. Students admitted to our exchange programme will receive application instructions for housing. Rent, from 15,500 (room) to 22,000 (studio apartment) SEK for the semester, is paid in two installments. Heating and electricity are included in the rent. Further information about university accommodation services, as well as information on finding housing individually, is available at the Housing Office's website: <http://www.su.se/english/study/student-services/housing/housing-for-exchange-students>



### Estimated monthly living expenses (SEK)

Food: SEK 2,000

Accommodation: SEK 3,700

Local travel: SEK 550

Phone/internet: SEK 300

Hobby/leisure, miscellaneous: SEK 1,450

By joining either Föreningen Ekonomerna or the SU Student Union you can get student-discounts on travel, food, and clothing purchases in Sweden. More information: <https://studyinsweden.se/life-in-sweden/cost-of-living/>

# Academics

## Course catalogue

<https://www.sbs.su.se/english/education/current-students/course-offerings>

Students select the courses they wish to enrol in at SBS/SU in their online application. Course-schedules will be sent out roughly 1-2 months after the application has closed.

Students are to select at least two courses at Stockholm Business School, all courses at SBS can be guaranteed. If students wish to take courses at other departments they must indicate this in their online application, courses at other departments cannot be guaranteed and will be confirmed roughly one week before the semester starts.

## Academic prerequisites

Students should note the prerequisites for the course(s) selected as indicated on the course website. If the prerequisites for a course are not met, students will not be registered for that course.

## Full-time workload

Full-time studies are comprised of four 7.5 ECTS courses, totaling 30 ECTS per semester.

Students can take either one 7.5 ECTS course per period or two half-paced courses at a time. There are four periods in one semester.

## Fall Semester Exams

Please note that the Fall semester lasts through mid-January. It is therefore important for students to plan accordingly in order to be able to attend their courses until the official end of the semester, as early exams are generally not possible. There is not an official break period during the winter holidays, so students must check their class schedules for conflicts before planning travel during that period.

## Class attendance

Students are expected to attend all lectures and seminars. For some courses, attendance is mandatory. Failure to attend mandatory seminars can result in a failing grade for the course.

## Grading system

Approximate percentage achieved, Swedish grading system ECTS grade:

90-100%	Pass with Distinction (VG)	A
80-89%	Pass with Distinction (VG)	B
70-79%	Pass (G)	C
60-69%	Pass (G)	D
50-59%	Pass (G)	E
49% and below	Fail (F)	F

Please note that Stockholm Business School will only issue grades to its exchange students in accordance with the ECTS grading system; which is, A, B, C, D, E or F.

## Fadderiet (the SBS Buddy programme)

The SBS Student Association organises a buddy programme for exchange students called the Fadderiet. Through Fadderiet, incoming exchange students receive a Swedish buddy and participate in activities such as introduction meetings in connection with Orientation Week, a tour of the SBS campus, and various activities throughout the first six weeks of the semester. Incoming students are highly encouraged to participate in the Fadderiet. Students staying for one full year are encouraged to volunteer as Faddrar.

## Swedish Language Courses

Credit-bearing Swedish language courses at different levels are offered by the Department of Scandinavian Languages to all incoming exchange students. More information about registering for Swedish courses will be provided after students send in their registration forms. Information about the different Swedish courses available can be found at <https://www.su.se/svefler/english/education/courses-and-programmes/swedish-for-international-students>

# Academic Calendar 2019-2020

## Semester Dates

Study Periods: one semester = 20 weeks, divided into four five-week periods

### Fall Semester

September 2, 2019-January 19, 2020

Period 1: Monday 2 September

Period 2: Thursday 3 October

Period 3: Monday 4 November

Period 4: Thursday 5 December

### Spring Semester

20 January 2020 to 7 June, 2020

Period 1: Monday 20 January

Period 2: Thursday 20 February

Period 3: Tuesday 25 March

Period 4: Monday 5 May

## Public Holidays

For official public holidays

<https://www.su.se/english/education/student-life/practicalities/public-holidays-1.158554>

## Student services

Stockholm University International Office,  
[www.su.se/english/study/exchange-students](http://www.su.se/english/study/exchange-students)

Student Health Care Centre, <https://www.su.se/english/education/student-health>

University Library, <http://su.se/english/library/>

Sports facilities, <https://www.su.se/english/about/campus/architecture/buildings/frescatihallen-1.160958>

SBS Student Association, [www.fest.se](http://www.fest.se)

Stockholm University Student Union: [www.sus.su.se/en](http://www.sus.su.se/en)

Orientation week is held the week before the Fall-semester starts and the same week of the start of the Spring-semester. SBS will have an Orientation session for incoming exchange students, but students are also encouraged to attend the Orientation Session at Stockholm University.

More information about the Orientation sessions:

<https://www.su.se/english/about/events/orientation-week/orientation-day>

<https://www.sbs.su.se/english/education/exchange-studies/pre-arrival-information/arrival-and-orientation-week>

## SBS Summer Programme

Learn more about current topics in business administration and get to know Stockholm, Scandinavia's business and cultural hub.

The University provides a safe and dynamic learning environment, the perfect opportunity to meet and collaborate with students from around the globe. Experience Swedish culture, through introductory seminars about Sweden as well as excursions to local landmarks.

The online application is available in February, and available until spots fill up. More information about the summer programme is available here: <http://www.sbs.su.se/english/education/courses-and-programmes/summer-programme>