



Master of Science Degree in
International Hospitality Business

TUITION AND OTHER FEES

Domestic Swiss Residents and
International Students

Valid for intake of September 2018
Switzerland - London

MASTER OF SCIENCE (MSc) IN INTERNATIONAL HOSPITALITY BUSINESS GLION - SWITZERLAND

Breakdown of fees in CHF	Year 1		Year 2		Total MSc Excl. fees of the HIP pre-session (CHF)
	HIP* pre-session ³ (4 weeks)	Semester 1	Semester 2	Semester 3	
	Glion (CHF)	Bulle (CHF)	Glion (CHF)	Internship (CHF)	
Compulsory expenses					
Tuition fees for Swiss residents	4,400	14,100	14,100		28,200
Tuition fees for international students	4,400	18,800	18,800		37,600
Learning resources		700	700		1,400
Total academic compulsory expenses for Swiss residents	4,400	14,800	14,800		29,600
Health and accident insurance ¹		850 ⁵	1,700		2,550
Total academic compulsory expenses for international students	4,400	20,350	21,200		41,550
Food and beverage prepaid	930 ⁴				
Lodging double superior room – en-suite bathroom ²	1,300				
Total living compulsory expenses	2,230				
Optional accommodation and food and beverage prepaid					
Food and beverage prepaid		1,500	2,950		
Lodging optional: double superior room – en-suite bathroom ²		5,850	5,850		
Lodging optional: single superior room – en-suite bathroom	820	9,550	9,550		

*Hospitality Immersion Program

1. Please refer to the chapter on 'Insurance' in the terms and conditions section. 2. External accommodation is available for students' semesters S1 and S2, subject to the authorization of the Residential Life Department. 3. The HIP (Hospitality Immersion Program) is optional. 4. If attending the HIP, the health and accident insurance fees will be included in the pre-session invoice.

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

MASTER OF SCIENCE (MSc) IN INTERNATIONAL HOSPITALITY BUSINESS GLION - LONDON

Breakdown of fees in GBP	Year 1		Year 2		Total MSc Excl. fees of the HIP pre-session (GBP)
	HIP* pre-session* (4 weeks)	Semester 1	Semester 2	Semester 3	
	Glion (GBP)	London (GBP)	London (GBP)	Internship (GBP)	
Compulsory expenses					
Tuition fees	3,550	12,800	12,800		25,600
Learning resources		570	570		1,140
Health and accident insurance ¹	160				
Total academic compulsory expenses	3,710	13,370	13,370		26,740
Food and beverage prepaid ⁴	750				
Lodging double superior room – en-suite bathroom ²	1,050				
Total living compulsory expenses	1,800				
Optional accommodation					
Lodging single room – en-suite bathroom ^{2, 3}	660	4,045	4,045		

*Hospitality Immersion Program

1. Please refer to the chapter on 'Insurance' in the terms and conditions section. 2. The room cost shown is approximate, based on February and September 2018 prices, and subject to change. The actual cost will be confirmed upon application. 3. A bedding bundle (including a duvet, duvet cover, mattress cover, pillow and pillow slip) are included in the accommodation cost at the beginning of your accommodation period – not for students continuing their stay in the same room. 4. The HIP (Hospitality Immersion Program) is optional.

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

TERMS AND CONDITIONS



Definition and Validity of Fees

To be eligible for the stated Swiss Resident fees:

- The student must hold a valid Swiss Passport or
- The student must hold a valid B/C permit (B permit for study purpose excluded) or
- His/her parent holds a Swiss Passport or is currently residing in Switzerland holding a B/C permit.

Swiss Resident fees are applicable for campuses located in Switzerland and for new students only. Swiss resident fees will be applied based on the student's and parent's status when the application is received. Current and returning students are not eligible unless Swiss resident fees were granted when they started. Please note: Students and parents with a diplomatic status (carte de légitimation) are not entitled to the Swiss Residents tuition and other fees as outlined. All other students and sponsors are subject to fees for international students.

Application Fee - Switzerland

A fee of CHF 250 is required with each application for Glion Institute of Higher Education (GIHE). Payment of the application fee must be made in Swiss Francs by direct bank transfer, credit card form or through Flywire <http://www.glion.edu/admissions/application-fees> as per enclosed method of payment. The application fee is non-refundable.

Damage Deposit - Switzerland

A refundable damage deposit of CHF 1,250 is required to cover any damage caused to GIHE property by the student during his or her studies in Switzerland. This deposit also covers the uniform deposit as well as other items including the deposit for a locker and a washing machine card. It is payable at the time of the student's first invoice and is refundable three months after their final checkout (completion of studies) in Switzerland.

Fees for Studies - Switzerland

The tuition fees cover:

Tuition, some events and facilities (i.e. conferences, leisure and sports activities, etc.), administrative costs, laundry and the ironing of professional clothes (kitchen, housekeeping and service), other school supplies, visitors' tax, cantonal and communal taxes (applicable if the student is living on campus), administration charges for the visa and work permit (excluding where there are legal and court charges if the visa or work permit has been refused, and an appeal has been made by the student), administration charges for internship(s), Swiss VAT, membership of the Alumni Association of Glion (AAG), tutoring (when necessary), industry presentations, examiner fees, access to the school nurse, and career counseling. Any unused services, clothes, school supplies, benefits, etc., included in the main fees are non-refundable.



Application Fee - London

A fee of GBP 150 is required with each application for Glion Institute of Higher Education (GIHE) London campus. Payment of the application fee must be made in Great British Pounds (GBP) by direct bank transfer, credit card form or through Flywire <http://www.glion.edu/glion-london-admissions/application-fees>. The application fee is non-refundable.

Residential Deposit - London

A refundable residential deposit of GBP 265 is required and charged by the University of Roehampton. It will be refunded at the end of the student's accommodation contract – providing no damage or charges have been incurred during their stay. The actual deposit amount will be confirmed upon application.

Fees for Studies - London

The tuition fees cover:

Tuition, some events and facilities (i.e. conferences, leisure, etc.), University of Roehampton Students' Union membership, administrative costs, other school supplies, administration charges for internship(s), UK VAT, membership of the Alumni Association of Glion (AAG), tutoring (when necessary), industry presentations, and career counseling. Any unused services, school supplies, benefits, etc., included in the main fees are non-refundable.

The compulsory expenses cover the following:

The application fee, the residential deposit and learning resources.

The fees do not cover the following optional or additional expenses:

Board (including food), single room accommodation at the University of Roehampton, parking (not available on campus), a bedding bundle (including a duvet, duvet cover, mattress cover, pillow and pillow slip), additional linen, laundry costs, health insurance while on internship, personal out-of-pocket expenses (including travel to and from the campus and the site of the student's internship), and a laptop.



The compulsory expenses cover the following:

The application fee, the damage deposit, room and prepaid board in semester 1, learning resources and practical arts courses apparel, and health and accident insurance.

The fees do not cover the following optional or additional expenses:

Special accommodation, parking, personal out-of-pocket expenses (including travel to and from the campus and the site of the student's internship), a laptop, resit fees, on-campus or online retake fees.

Room - Switzerland

It is not compulsory for Master students to live on campus during semesters 1 and 2. Subject to availability, students can secure a special room for an additional fee. Students' rooms are only confirmed and allocated upon the receipt of the pre-payment and any lodging optional and upgrade fees 15 days after receiving the acceptance letter. As there is usually high demand for the limited number of these rooms, students risk losing their room choice if not meeting the deadline of the full payment. The prices below are in Swiss Francs, per person, for the duration of one semester.

Room category and features	Fees
B – Single superior room – en-suite bathroom	CHF 9,550
C – Double superior room – en-suite bathroom	CHF 5,850

Prepaid Food and Beverage Account (Based on Consumption) - Switzerland

At the beginning of the semester, the F&B prepaid card is charged with the amount specified in the fees. This card can be used in the various outlets on campus. The prepaid amount must be used before the end of the semester and is not refundable. Students can top-up their card at any time.

Insurance - Switzerland

Health and accident insurance is mandatory in Switzerland; therefore, students are required to take the health and accident insurance provided by the institute that covers them while on campus and on internship. However, if students have a private, valid insurance cover equivalent to the Swiss health insurance cover scheme, they are required to follow the procedure to become exempted by the Swiss authorities (information about exemption and the validation of foreign insurance plans is available from the Admissions Department). Students under a European health insurance scheme who wish to use this coverage whilst studying at Glion are required to provide a valid copy of their personal health insurance card to have the health insurance fee deducted from their invoice for the semester. If students fail to complete this procedure prior to their registration on campus, they will automatically be registered for the insurance provided by the institute 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 for verifying the validity of their private health and accident insurance cover in Switzerland and on internship in Switzerland or abroad; the institute will not cover any health or accident-related expenses. Personal and private insurance, to cover issues such as damage or theft of



Room - London

It is not compulsory for students to live on campus, but they can select to do so. Whilst every effort will be made to house Master students, we cannot guarantee accommodation on campus as accommodation is strictly subject to availability. Support and guidance will be provided by Glion London and The University of Roehampton to help accommodate students close to the campus.

Other Expenses - London

It is estimated that students require, on average, a sum of CHF 500 in Switzerland and GBP 450 in London, per month, to finance their out-of-pocket expenses such as snacks and drinks, entertainment, personal supplies, laundry, and any other personal expenses.

Insurance - London

While studying in the United Kingdom (UK), all students, regardless of nationality, are entitled to accident and emergency care free of charge. For all other health matters, eligibility rules apply:

- EEA nationals holding a valid European Health Insurance Card (EHIC) are entitled to reduced cost or free health care.
- Depending on the length of stay in the UK, nationals of those countries with a bilateral health agreement with the UK are entitled to access treatment – some treatments are excluded and costs may apply. For a list of countries with a bilateral agreement, visit <http://bit.ly/KliKqz> or www.nhs.uk



- Nationals of those countries without a bilateral health agreement with the UK are entitled to access treatment but will be charged.

Internships: If completing an internship outside of the UK, students are responsible for and strongly advised to have suitable health and accident insurance for the duration of their internship.



personal property, is not mandatory but is strongly recommended and is the student's responsibility. Glion cannot be held responsible for the theft of personal belongings, student damage or third-party insurance. The health insurance fee invoice for the internship semester(s) will be sent with the invoice for the previous on-campus semester.

Visa Application Procedure for - Switzerland

Accepted candidates will receive an acceptance letter from the Admissions Department detailing the visa application procedure. Students are strongly advised to apply immediately as it takes at least two months to obtain a visa. If the student is a national of an EU/EEA country or Switzerland, a visa is not required to study in Switzerland. For those who need an entry visa, it is imperative to request a study visa (not a tourist visa). Candidates must make a personal request at the Swiss Embassy/Consulate in their country of residence and present the school's attestation. Once the visa is approved (after 8 to 12 weeks), the embassy/consulate will notify the candidate who then must collect the original visa from the embassy/consulate. For the latest information, please visit:

www.sem.admin.ch/sem/en/home/themen/einreise.html



Internships

All students are requested to complete their internship(s) in establishments approved by Glion Institute of Higher Education. The main objective is to prepare students for their professional careers by developing their managerial, entrepreneurial and personal skills to the fullest through interesting and challenging internships. GIHE has established excellent relationships within the hospitality and tourism industries, and a wide choice of training opportunities is 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/or language requirements. Although internships are generally paid by the employer, the remuneration received cannot be expected to finance studies at GIHE.

Pre-Payment

Upon acceptance of a student, a pre-payment of CHF 3,000/GBP 2,400 must be paid within 15 days from the date of the acceptance letter in the currency of the invoice by direct bank transfer, credit card form or through Flywire as per the enclosed method of payment. This pre-payment confirms the place in the program and is non-refundable, except in extreme circumstances. The pre-payment is deducted from the student's first invoice.

Please note: If the student postpones his or her studies after the pre-payment has been made, the balance will be carried forward to the next intake only. If a student postpones to the next intake but subsequently cancels, the pre-payment will be non-refundable.



Visa Application Procedure - London

To study in the United Kingdom (UK), for more than six months full time, non-EU/EEA applicants will need to apply under the Points Based System for a Tier 4 (General) Student Visa (not a tourist visa). Students cannot apply for their visa earlier than three months prior to the start of the program. Before submitting a visa application, please view the full guidance document: <http://bit.ly/1z5XTPK>



For the latest information on immigration regulations, please visit www.ukba.homeoffice.gov.uk and <https://www.gov.uk/check-uk-visa>



Laptop Policy

Students will need to have individual access to our Intranet website, which hosts student information including support, teaching documents and other learning resources. Students will also need to use the Internet for their project research to access online library resources or emails. Students must bring their own laptop that meets the institute's requirements (operating system must be in English). Laptop specifications will be sent directly to the student upon confirmation of their enrollment and are also published on our website under www.glion.edu/pre-arrival-information

Payment

Payments must be made in full in Swiss Francs or GBP (depending on the study location) no later than the 15th of June, unless a payment plan contract has been approved. Payments can be made by direct bank transfer or through Flywire as per enclosed method of payment. For returning students, this payment confirms their place in the program. Students will not be permitted to begin the semester until the due amount has been received. Academic documentation (transcript of grades, degrees, attestations, etc.) are only delivered/awarded after all due fees and charges have been paid in full. GIHE reserves the right to suspend from his or her studies, at any time, a student with pending due amounts or non-respected payment plan installments. If a returning student withdraws from the program after the payment deadline and/or does not attend check-in, then a cancellation fee of CHF 500/GBP 300 will apply.

Scholarships

As a private institute, GIHE provides a limited number of scholarships for new and returning students. The scholarships are competitive and linked to Glion'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. The Scholarship Policy is reviewed each year and can be changed at any time and without prior notice.

Refund Policy

All fees outlined and paid for are non-refundable. Subject to pre-payment section, if a new student cancels before the official arrival date on campus, only the pre-payment of CHF 3,000/GBP 2,400 will be retained. If a student is dismissed or withdraws from the program during a semester, all fees are non-refundable. If the student has to take a break from their studies due to mitigating circumstances, any unused fees for tuition and accommodation will be credited if the student returns fees to Glion Institute of Higher Education within two years. The unused fees are proportional to the number of weeks remaining in the semester that have been invoiced for.

Method of Payment - Switzerland

Option 1:

By direct bank transfer

CREDIT SUISSE (SWITZERLAND) LTD

Beneficiary's name: GIHE Sàrl

Account number: 2665813-51-1

Swift address: CRESCHZZ80A

IBAN CH91 0483 5266 5813 5100 1

Clearing number 4835

Please ensure the bank indicates **the student's full name and 6-digit student number** on the payment advice slip for the bank transaction to facilitate payment allocation.

Option 2:

By Flywire (bank transfer and credit card accepted)

1. Visit www.glionchf.flywire.com

2. Choose your country and the payment amount in CHF.

3. Choose your payment method and make your payment.

4. Enter your details and those of the student you are paying for (if not yourself).

5. Track and confirm your payment by email, SMS, or by logging in to www.glionchf.flywire.com

Option 3:

Credit card form

Visit <http://www.glion.edu/application-document-templates>

Method of Payment - London

Option 1:

By direct bank transfer

Payments must be made in full in GBP.

GIHE UK Limited

HSBC UK, 60 Queen Victoria Street, London, EC4N 4TR

Branch sort code: 400530

Business current account no.: 34310764

IBAN: GB92MIDL40053034310764 BIC: MIDLGB22

Please ensure the bank indicates **the student's full name and 6-digit student number** on the payment advice slip for the bank transaction to facilitate payment allocation.

Option 2:

By Flywire (bank transfer and credit card accepted)

1. Visit www.glion.flywire.com

2. Choose your country and the payment amount in GBP.

3. Choose your payment method and make your payment.

4. Enter your details and those of the student you are paying for (if not yourself).

5. Track and confirm your payment by email, SMS, or by logging in to www.glion.flywire.com

Option 3:

Credit card form

Visit <http://www.glion.edu/application-document-templates>



Get in Touch with an Education Counselor
If you need help with your application, please do not hesitate to contact us. Our team will put you in touch with an education counselor or admissions advisor in your region.

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