


## 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 2022 semester: **March 1-May 31 2022**

Nomination Spring 2023 semester: **Sept 15-Sept 30 2022**



MBS will send the nomination email to the exchange 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 2022

September - December \*exact dates to be confirmed

Mandatory Orientation: **end of August 2022**

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/munichbschool/>

### INTERNATIONAL CENTER- STAFF

Jelena Novkovski- Head of International Center

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

Melanie Vogel - Incoming Exchange Student Coordinator

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

Nicoletta Fabian - Outgoing Study Abroad Advisor (Americas, China)


Lisa Schmidt-Reitwein- Outgoing Study Abroad Advisor (All other countries)

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

### CONTACT INFORMATION FOR INCOMING STUDENTS



Melanie Vogel Incoming Exchange  
Student Coordinator

 +49 89 54 76 78 -224

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

### APPLICATION PERIODS

Online application Fall 2022 semester: **March 1 – June 30 2022**

Online application Spring 2023 semester: **Sept 15 – October 31 2022**

Nominated students will receive a link to the 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 2023

January – April/May \*exact dates to be confirmed

Mandatory Orientation: **Mid – January 2023**

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



## FOR PARTNER UNIVERSITIES

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**LINK:** <http://munich-business-school.de/international>

### SEMESTER DATES – FALL 2022

September - December \*exact dates to be confirmed  
Orientation: **August 2022**

*Dates above include exam weeks.*

### NOMINATION START

Nomination fall semester: **May 1-May 31 2022**  
Nomination spring semester: **Sept 15-Sept 30 2022**



MBS will send nomination email to coordinators.  
**CONTACT:** [incoming@munich-business-school.de](mailto:incoming@munich-business-school.de)

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**Requirements:** GPA minimum (B average)/English proficiency

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### SEMESTER DATES - SPRING 2023

January - April/May \*exact dates to be confirmed  
Orientation: **January 2023**

*Dates above include exam weeks.*

### APPLICATION PERIODS

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

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Head of  
International  
Center



Jelena Novkovski  -11

Incoming  
Exchange  
Coordinator



Melanie Vogel  - 224

Outgoing Study  
Abroad Advisor  
(Americas, China)



Nicoletta Fabian  -274

Outgoing Study  
Abroad Advisor  
(all other)



Lisa Schmidt-Reitwein  - 284