**2022/23 FACTSHEET MUNICH BUSINESS SCHOOL**

**EXCHANGE PROGRAM INFORMATION for students**

**Munich Business School (MBS)**
Elsheimerstrasse 61
80687 Munich, Germany
+49 89 54 76 78-224 or – 11

ERASMUS Code: D MUNCHEN12
CONTACT: international@munich-business-school.de
LINK: http://munich-business-school.de/international

**EXCHANGE PROGRAMS@MBS**
1. Undergraduate Exchange Semester (UES)
   for BACHELOR students in business-related programs
2. 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

**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/

**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

**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

**SEMINAR DATES - SPRING 2023**
January – April/May *exact dates to be confirmed
Mandatory Orientation: Mid – January 2023
Dates above include exam weeks.

**INTERNATIONAL CENTER- STAFF**
Jelena Novkovski- Head of International Center
CONTACT: international@munich-business-school.de
Melanie Vogel - Incoming Exchange Student Coordinator
CONTACT: 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

**CONTACT INFORMATION FOR INCOMING STUDENTS**
Nominated students will receive an online application
CONTACT: incoming@munich-business-school.de

**CONTACT INFORMATION FOR OUTGOING STUDENTS**
Incoming Coordinator
Incoming Study Abroad Coordinator (All countries)
CONTACT: incoming@munich-business-school.de

**CONTACT INFORMATION FOR STAFF**
Head of International Center
Incoming Coordinator (US)
CONTACT: incoming@munich-business-school.de

**CONTACT INFORMATION FOR STUDENTS**
Melanie Vogel Incoming Exchange Student Coordinator
+49 89 54 76 78 -224
CONTACT: incoming@munich-business-school.de

**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

**QUESTIONS?**
Contact our International Center via incoming@munich-business-school.de | +49 (0)89 547678-extension 224
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+49 89 54 76 78 – 11

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LINK: http://munich-business-school.de/international

SEMINER 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
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Outgoing Study Abroad Advisor (all other) - Lisa Schmidt-Reitwein -284