




EXCHANGE PROGRAM INFORMATION for students

Munich Business School (MBS)

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

ERASMUS Code: D MUNCHEN12

CONTACT: international@munich-business-school.de

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

INTERNATIONAL CENTER - STAFF

Jelena Novkovski - Head of International Center

CONTACT: international@munich-business-school.de

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

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

CONTACT: outgoing@munich-business-school.de


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

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

CONTACT INFORMATION FOR INCOMING STUDENTS

Darsania Indra - Incoming Student Coordinator

+49 89 54 76 78-232 

CONTACT: incoming@munich-business-school.de

NOMINATION PERIODS

Nomination Fall 2024 semester: **March 1 - March 31 2024**

Nomination Spring 2025 semester: **Sept 1 - Sept 15 2024**

MBS will send the nomination email to the exchange coordinators.

CONTACT: incoming@munich-business-school.de

APPLICATION PERIODS

Online application Fall 2024 semester: **March 1 - April 30 2024**

Online application Spring 2025 semester: **Sept 1 - October 15 2024**

Nominated students will receive a link to the online application

CONTACT: 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)**

APPLICATION PROCESS

- Home university **nominates** student
- MBS **confirms** student and starts communication
- Student **completes online application**
- MBS issues **acceptance and visa** documents
- Student submits **course selection** online
- Student applies for **visa and arranges** travel etc.
- Student **arrives** for orientation day

SEMESTER DATES - FALL 2024

Lecture period: September 2 until November 22

Mandatory Orientation Day: **August 28**

UES Exam phase: integrated in lecture period

GES Exam phase: November 25 until December 20

SEMESTER DATES - SPRING 2025

Lecture period: January 20 until April 30

Mandatory Orientation Day: **January 17**

UES Exam phase: integrated in lecture period

GES Exam phase: May 2 until May 30

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/>




QUESTIONS?

Contact our International Center via incoming@munich-business-school.de | +49 (0)89 547678 232

FOR PARTNER UNIVERSITIES

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NOMINATION START

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Nomination spring semester: **Sept 15 - Sept 30 2024**



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2. **Graduate Exchange Semester (GES)**
for **MASTER** students in business-related programs

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SEMESTER DATES - SPRING 2025

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Mandatory Orientation Day: **January 17**

UES Exam phase: integrated in lecture period
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APPLICATION PERIODS

Online application fall semester: **April 1 - May 1 2024**
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Head of
International
Center



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Incoming
Exchange
Coordinator



Darsania Indra  - 232

Outgoing Study
Abroad Advisor
(Americas, Asia)



Nicoletta Fabian  - 274

Outgoing Study
Abroad Advisor
(all other)



Lisa Schmidt-Reitwein  - 284