

Fees and other expenses

BLUCHE, SWITZERLAND

VALID ONLY FOR PROGRAMS STARTING IN
JANUARY 2018

TUITION FEES

Bluche, Switzerland

Bachelor of Business Administration (BBA) in International Hotel Management

Breakdown of fees in CHF	Year 1		Year 2		Year 3		Year 4		Total
	S1 Bluche	S2 Bluche	S3 Internship	S4 Bluche	S5 Internship	S6 Bluche	S7 Bluche		
COMPULSORY EXPENSES									
Tuition Fees	22,360	24,460		24,460		21,760	21,760		114,800
Learning Resources & Practical Arts Apparel	2,200	1,050		450		450	450		4,600
Health & Accident Insurance ¹	850	1,700		1,700		850	850		5,950
TOTAL COMPULSORY ACADEMIC EXPENSES	25,410	27,210		26,610		23,060	23,060		125,350
Full Board	4,450	4,450		4,450					13,350
Half Board						3,250	3,250		6,500
Lodging Double Room ²	5,950	5,950		5,950					17,850
TOTAL COMPULSORY LIVING EXPENSES	10,400	10,400		10,400		3,250	3,250		37,700
OPTIONAL ACCOMMODATION AND BOARD									
Lodging Double Room ²						5,950	5,950		
Lodging Single Room Upgrade (additional)	2,100	2,100		2,100		2,100	2,100		
Car Parking	600	600		600		600	600		
Full Board Upgrade (additional)						1,200	1,200		
Application Fee	250								
Damage Deposit (refundable)	1,000								
Laptop (device & service support - optional)	2,300								

¹Please refer to the chapter on 'Insurance' in the terms and conditions section

²External accommodation is an option for returning students in Semester 6 and 7. Direct Entry BBA 6 and 7 must instead take campus accommodation and full board. The room cost shown is approximate, based on January 2018 prices, and subject to change. The actual cost will be confirmed upon application.

Bachelor of Business Administration (BBA) In Global Hospitality Management

Breakdown of fees in CHF	Year 1		Year 2		Year 3		Year 4		Total
	S1 Bluche	S2 Shanghai	S3 Marbella	S4 Internship	S5 Bluche	S6 Internship	S7 Bluche		
COMPULSORY EXPENSES									
Tuition Fees	26,510	26,510	26,510		26,510		26,510		132,550
Learning Resources & Practical Arts Apparel	1,950	1,450	1,550		450		450		5,850
Health & Accident Insurance ¹	850	450	430		1,700		850		4,280
TOTAL COMPULSORY ACADEMIC EXPENSES	29,310	28,410	28,490		28,660		27,810		142,680
Full Board	4,450	2,250			4,450				11,150
Half Board				2,150			3,250		5,400
Lodging Double Room ²	5,950	2,100	4,200		5,950				18,200
TOTAL COMPULSORY LIVING EXPENSES	10,400	4,350	6,350		10,400		3,250		34,750
OPTIONAL ACCOMMODATION AND BOARD									
Lodging Double Room ²							5,950		
Lodging Single Room Upgrade (additional)	2,100	2,100	2,250		2,100		2,100		
Car Parking	600		165		600		600		
Full Board Upgrade (additional)			800		1,200		1,200		
Health & Accident Insurance (6 months)			420						
Application Fee	250								
Damage Deposit (refundable)	1,000								
Laptop (device & service support - optional)	2,300								

¹Please refer to the chapter on 'Insurance' in the terms and conditions section

²External accommodation is optional for students in Semester 7

The room cost shown is approximate, based on January 2018 prices, and subject to change. The actual cost will be confirmed upon application.

Les Roches Global Hospitality Education reserves the right to review and modify the tuition fees of each study block at any time and without prior notice. To maintain the standards expected from the institution, the fees are reviewed annually.



Diploma in Hotel Management

Breakdown of fees in CHF	Year 1		Year 2		Year 3		Total
	S1 Bluche	S2 Bluche	S3 Internship	S4 Bluche	S5 Internship	S6 Internship	
COMPULSORY EXPENSES							
Tuition Fees	22,360	24,460	INTERNSHIP	24,460	INTERNSHIP	INTERNSHIP	71,280
Learning Resources & Practical Arts Apparel	2,200	1,050		450			3,700
Health & Accident Insurance ¹	850	1,700		2,550			5,100
TOTAL COMPULSORY ACADEMIC EXPENSES	25,410	27,210		27,460			80,080
Full Board	4,450	4,450		4,450			13,350
Lodging Double Room	5,950	5,950		5,950			17,850
TOTAL COMPULSORY LIVING EXPENSES	10,400	10,400	10,400	31,200			
OPTIONAL ACCOMODATION AND BOARD							
Lodging Single Room Upgrade (additional)	2,100	2,100		2,100			
Car Parking	600	600		600			
Application Fee							250
Damage Deposit (refundable)							1,000
Laptop (device & service support - optional)							2,300

¹Please refer to the chapter on 'Insurance' in the terms and conditions section
The room cost shown is approximate, based on January 2018 prices, and subject to change. The actual cost will be confirmed upon application.

MBA in Hospitality

Breakdown of fees in CHF	Year 1		Total
	S1 Bluche	S2 Bluche	
COMPULSORY EXPENSES			
Tuition Fees	23,000	23,000	46,000
Learning Resources	650	500	1,150
Health & Accident Insurance ¹	850	850	1,700
Business Field Trip ²		4,100	4,100
TOTAL COMPULSORY ACADEMIC EXPENSES	24,500	28,450	52,950
Half Board	3,250	3,250	6,500
TOTAL COMPULSORY LIVING EXPENSES	3,250	3,250	6,500
OPTIONAL ACCOMODATION AND BOARD			
Lodging Double Room ³	5,950	5,950	
Lodging Single Room Upgrade (additional)	2,100	2,100	
Car Parking	600	600	
Full Board Upgrade (additional)	1,200	1,200	
Application Fee			250
Damage Deposit (refundable)			1,000
Laptop (device & service support - optional)			2,300

¹ Please refer to the chapter on 'Insurance' in the terms and conditions section
² Includes return flights from Switzerland to USA, lodging, half board, and company visits for 2 weeks in Chicago in S2
³ External accommodation is permitted for students in the MBA program

Master in Hospitality Leadership (MHL)

Breakdown of fees in CHF	Year 1		Total
	S1 Bluche	S2 Bluche	
COMPULSORY EXPENSES			
Tuition Fees	20,710	20,710	41,420
Learning Resources	450	450	900
Health & Accident Insurance ¹	850	850	1,700
TOTAL COMPULSORY ACADEMIC EXPENSES	22,010	22,010	44,020
Half Board	3,250	3,250	6,500
TOTAL COMPULSORY LIVING EXPENSES	3,250	3,250	6,500
OPTIONAL ACCOMODATION AND BOARD			
Lodging Double Room ²	5,950	5,950	
Lodging Single Room Upgrade (additional)	2,100	2,100	
Car Parking	600	600	
Full Board Upgrade (additional)	1,200	1,200	
Application Fee			250
Damage Deposit (refundable)			1,000
Laptop (device & service support - optional)			2,300

¹ Please refer to the chapter on 'Insurance' in the terms and conditions section
² External accommodation is permitted for students in the MHL program
The room cost shown is approximate, based on January 2018 prices, and subject to change. The actual cost will be confirmed upon application.

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To maintain the standards expected from the institution, the fees are reviewed annually.

TUITION FEES

Bluche, Switzerland

Postgraduate Diploma (PGD)¹ / Higher Diploma (PGHD) In International Hospitality Administration

Breakdown of fees in CHF	Year 1		Year 2		Total
	S1 Bluche	S2 Bluche	S3 Bluche	S4 Internship	
COMPULSORY EXPENSES					
Tuition Fees	18,760	18,760	19,810		57,330
Learning Resources & Practical Arts Apparel	1,350	350	350		2,050
Health & Accident Insurance ²	850	1,700	850		3,400
TOTAL COMPULSORY ACADEMIC EXPENSES	20,960	20,810	21,010		62,780
Half Board	3,250	3,250	3,250		9,750
TOTAL COMPULSORY LIVING EXPENSES	3,250	3,250	3,250		9,750
OPTIONAL ACCOMODATION AND BOARD					
Lodging Double Room ³	5,950	5,950	5,950		
Lodging Single Room Upgrade (additional)	2,100	2,100	2,100		
Car Parking	600	600	600		
Full Board Upgrade (additional)	1,200	1,200	1,200		
Application Fee		250			
Damage Deposit (refundable)		1,000			
Laptop (device & service support - optional)		2,300			

INTERNSHIP

¹ Postgraduate Diploma in Hospitality Administration = S1, S2 and S4, and Postgraduate Higher Diploma in Hospitality Management = S1, S2, S3 and S4

² Please refer to the chapter on 'Insurance' in the terms and conditions section

³ External accommodation is permitted for students in the PGD/PGHD program

The room cost shown is approximate, based on January 2018 prices, and subject to change. The actual cost will be confirmed upon application.

Intensive English Language Program (IELP)

Breakdown of fees in CHF	Year 1	Total
	S1 Bluche	
COMPULSORY EXPENSES		
Tuition Fees	6,710	6,710
Learning Resources & Practical Arts Apparel	450	450
Health & Accident Insurance ¹	850	850
TOTAL COMPULSORY ACADEMIC EXPENSES	8,010	8,010
Full Board	4,450	4,450
Lodging Double Room	5,950	5,950
TOTAL COMPULSORY LIVING EXPENSES	10,400	10,400
OPTIONAL ACCOMODATION AND BOARD		
Lodging Single Room Upgrade (additional)	2,100	
Car Parking	600	
Application Fee	250	
Damage Deposit (refundable)	1,000	
Laptop (device & service support - optional)	2,300	

¹ Please refer to the chapter on 'Insurance' in the terms and conditions section

The room cost shown is approximate, based on January 2018 prices, and subject to change.

The actual cost will be confirmed upon application.

Les Roches Global Hospitality Education reserves the right to review and modify the tuition fees of each study block at any time and without prior notice. To maintain the standards expected from the institution, the fees are reviewed annually.

TERMS & CONDITIONS

Bluche, Switzerland

APPLICATION FEE

A fee of CHF 250 is required with each application for Les Roches Global Hospitality Education. The application fee can be paid online at:

lesroches.edu/apply/application-fees-bluche or by credit card.

The application fee is non-refundable.

DAMAGE DEPOSIT

A refundable damage deposit of CHF 1,000 is required to cover any damage caused to Les Roches property by the student during his or her studies. 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 check-out (completion of studies).

FEES FOR STUDIES

These fees include tuition, some events and facilities (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), Swiss regional administration charges for visa and resident 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 Les Roches, tutoring, 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 not refundable.

The compulsory expenses cover the following:

The damage deposit, room accommodation in Bluche, full board (in Diploma/BBA Semesters 1, 2 and 4 only), print and digital learning resources, practical arts apparel, and health and accident insurance (professional and non-professional).

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

Room and board (in Semesters 6 and 7 only), special accommodation, parking, personal out-of-pocket expenses (including travel to and from the campus and the site of the student's internship), resit fees, on-campus or online retake fees.

DIGITAL LEARNING RESOURCES

All first semester bachelor students will receive a pre-loaded iPad containing e-books, videos and digital content to support the learning experience. Any students wishing to order printed text books may order them through the school for an additional cost. All direct entry BBA students (joining in Semester 2) are required to purchase these compulsory digital learning resources (CHF 1,000).

INSURANCE

Health and accident insurance is mandatory in Switzerland. Students are required to take the health and accident insurance provided by the institute which 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). 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. Les Roches will not cover any health or accident related expenses. Personal and private insurance, to cover issues such as damage or theft of personal property, is not mandatory but is strongly recommended and is the student's responsibility. Les Roches 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.

ROOM AND BOARD (ON CAMPUS STUDIES)

Full room and board is compulsory for undergraduate students during Semesters 1, 2 and 4. The full room and board fees in Switzerland include accommodation in a Double Standard Room and three meals a day for five days a week, as well as brunch and dinner on Saturdays and Sundays. After deposit payment, students will receive instructions by email on making a room reservation in our online lodging platform. Students' rooms are only confirmed upon the receipt of the full payment of fees. Subject to availability, students can secure a Single Room for an additional fee (see table above). On the online lodging platform, students will have the option to choose a single room, subject to conditions and availability. There is usually high demand for the limited number of these rooms. Single rooms will be secured on a 'first-come, first-served' basis, subject to receipt of full payment of fees before the payment deadline. Half board option is available at a reduced rate (see table above) and only open to students living at Les Cheminots building or to students living off campus. Students who choose the half board option are responsible for their own dinner and weekend meals.

OTHER EXPENSES

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

NON-SMOKING POLICY

Please note the campus is a smoke-free area, including all residences and bedrooms.

INTERNSHIPS (IF APPLICABLE)

All students are requested to complete their internship(s) in establishments approved by Les Roches. The main objective is to prepare students for their professional career by developing their managerial, entrepreneurial, and personal skills to their fullest through interesting and challenging internships. Les Roches has established excellent relationships with the hospitality and tourism industries, and a wide choice of training opportunities is offered to students in large, medium, or small companies, in Switzerland 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 Les Roches.



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 email. Two options are available to meet our requirements:

1. Students may bring their own laptop provided it meets the institution's requirements. Specifications are published on our website (lesroches.edu).
2. Students may purchase their personal laptop through Les Roches for a fee of CHF 2,300. More details are available on the Les Roches website.

ELECTIVE COURSES

Subject to schedule availability and classroom size (minimum 5 students), students can choose to take additional elective courses in Semesters 6 and 7 of the BBA program. This will incur a cost of CHF 3,000 per course and each course bears 3 credits. Please contact the Academic Dean for further information.

VISA APPLICATION PROCEDURE FOR ACCEPTED CANDIDATES

Accepted candidates will receive an acceptance letter from the Admissions Department detailing the visa procedure. For students who need an entry visa, it is imperative to request a **student visa** (not a tourist visa). Students are strongly advised to apply immediately as it takes at least 2 months to obtain a 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 6 to 8 weeks), the Embassy / Consulate will notify the candidate who then must collect the original visa from the Embassy / Consulate. Candidates with European Union passports, and those from countries with which Switzerland has bilateral agreements, need only to send the required documents to the school. Please note: copy of authorization to collect the visa will only be sent to the candidate if the pre-payment has been made within 20 days of the date of acceptance.

ADMISSION DEPOSIT

New students: Upon receipt of your letter of offer, a deposit of CHF 3,000 must be paid within 15 days from the date on the letter of offer, in Swiss francs, by bank transfer, credit card or online at lesroches.flywire.com. This deposit confirms your place in the program and is not refundable, except in demonstrated exceptional circumstances. The deposit is deducted from the first semester's invoice. Please note: if the student postpones his/her studies after the deposit has been made, the balance will be carried forward.

PAYMENT

Payments must be made in full in Swiss francs no later than 15 November (for the January intake). Payments can be made by direct bank transfer, credit card or online at lesroches.flywire.com. 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.) and Swiss Residence permits are only delivered / awarded after all due fees and charges have been paid in full. Les Roches reserves the right to suspend from his or her studies, at any time, a student with pending due amounts.

LATE CANCELLATION FEE FOR RETURNING STUDENTS

If a returning student cancels his/her studies after the deadline of 15 November (for the January intake) and without a written notification, a late notice fee of CHF 3,000 will be charged to the student's account.

FINANCIAL AID & SCHOLARSHIPS

Les Roches provides a limited number of scholarships for new students. The scholarships are competitive and linked to Les Roches'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. Returning students faced with extreme financial difficulty may apply with the registrar for Financial Aid (subject to conditions). Applications must be made at least four months prior to the start of the intended semester of study.

METHOD OF PAYMENT

Option 1: Direct bank transfer

CREDIT SUISSE (SWITZERLAND) LTD
Beneficiary's name: Gesthôtel Sàrl
Account number: 2672725-01
Swift adress: CRESCHZZ80A
IBAN CH44 0483 5267 2725 0100 0

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: Flywire (bank transfer & credit card accepted)

1. Visit lesroches.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 lesroches.flywire.com

Option 3: Credit card

You can use the "Credit Card Payment" form available on our website: apply.lesroches.edu

Fill it in, sign it and send it back to onlineapp@lesroches.edu

REFUND POLICY AND REVIEW OF FEES

The tuition fees paid for each semester are not refundable. If a student cancels before the official arrival date on campus, only the pre-payment will be retained. If a student is dismissed or withdraws from the semester, only the fees covering the accommodation, board and insurance are reimbursed (proportional to the number of weeks remaining in the semester for accommodation and board, remaining months for insurance). Any credits on account will be carried over and deducted from the invoice for the following semester and respectively refunded 3 months after final check-out at the end of the program. Les Roches reserves the right to review and modify the tuition fees of each semester at any time and without notice. To maintain the standards expected from the institution, the fees are reviewed regularly.

GENERAL ENQUIRIES

International Enrollment Team
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CONTACT LES ROCHES

CAMPUS ADDRESS

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