TUITION & OTHER FEES

Valid for 2013

www.glion.edu
Lodging and full board compulsory.

External accommodation possible upon authorization from the Student Affairs Department.

Please refer to the 'Insurance' chapter in the terms and conditions.

*Postgraduate Diploma = semesters 1 + 2 + internship (4) / Postgraduate Higher Diploma = semesters 1 + 2 + 3 + internship (4).

**MAIN FEES COVER:** tuition, school nurse, some events and facilities (i.e. conferences, leisure and sports activities, library), administration costs, laundry and ironing of professional clothes (kitchen and service), other school supplies, visitor’s tax, cantonal and communal taxes (only if living on campus), administration charges for the visa and work permit (excluding where there are legal and court charges, if the visa or permit is refused and an appeal is made), administration charges for internship(s), Swiss VAT, membership for the Alumni Association of Glion (AAG), tutoring (when necessary), industry presentations, examiner fees, career counseling. Any unused services, clothes, school supplies, benefits, etc. included in the main fees are non-refundable.

**OTHER FEES COVER:** application fee, damage & uniform deposit, books, health & accident insurance (professional and non-professional).

Parking, special / single accommodation, personal expenses including travel to and from the campus and the internship site, pocket money and laptop are not included.

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### HOSPITALITY PROGRAMS

#### BACHELOR DEGREE

<table>
<thead>
<tr>
<th>Semester</th>
<th>1&lt;sup&gt;st&lt;/sup&gt;</th>
<th>2</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt;</th>
<th>4&lt;sup&gt;th&lt;/sup&gt;</th>
<th>5</th>
<th>6&lt;sup&gt;th&lt;/sup&gt;</th>
<th>7&lt;sup&gt;th&lt;/sup&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Campus</strong></td>
<td>Glion</td>
<td>Glion</td>
<td>Glion</td>
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<td>Bulle</td>
<td>Bulle</td>
<td>Bulle</td>
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<td>1,250</td>
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<tr>
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<td><strong>TOTAL</strong></td>
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<td>35,385</td>
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### POSTGRADUATE DIPLOMA/HIGHER DIPLOMA IN HOSPITALITY

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<tr>
<th>Semester</th>
<th>1&lt;sup&gt;st&lt;/sup&gt;</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt;</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt;</th>
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<th><strong>INTERNSHIP</strong></th>
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<tr>
<td><strong>Damage &amp; Uniform Deposit</strong></td>
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<td><strong>Main Fees</strong></td>
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<tr>
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<td>22,800</td>
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<tr>
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<td>4,900</td>
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<tr>
<td><strong>Full Board</strong></td>
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<td>600</td>
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<td><strong>Health &amp; Accident Insurance</strong>&lt;sup&gt;3&lt;/sup&gt;</td>
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### DIPLOMA IN HOTEL AND RESTAURANT OPERATIONS

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<th>2&lt;sup&gt;nd&lt;/sup&gt;</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt;</th>
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<th><strong>INTERNSHIP</strong></th>
</tr>
</thead>
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<td>Bulle</td>
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<td><strong>Damage &amp; Uniform Deposit</strong></td>
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<tr>
<td><strong>Main Fees</strong></td>
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<td><strong>Tuition</strong></td>
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<td>22,800</td>
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<tr>
<td><strong>Double Room</strong></td>
<td>4,400</td>
<td>4,900</td>
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</tr>
<tr>
<td><strong>Full Board</strong></td>
<td>4,500</td>
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<tr>
<td><strong>Other Fees</strong></td>
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<tr>
<td><strong>Books and Materials</strong></td>
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<td>30,535</td>
<td>33,335</td>
<td>685</td>
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</tbody>
</table>

---

<sup>1</sup> Lodging and full board compulsory.

<sup>2</sup> External accommodation possible upon authorization from the Student Affairs Department.

<sup>3</sup> Please refer to the ‘Insurance’ chapter in the terms and conditions.

<sup>4</sup> Postgraduate Diploma = semesters 1 + 2 + internship (4) / Postgraduate Higher Diploma = semesters 1 + 2 + 3 + internship (4).
### Event, Sport and Entertainment Programs

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

#### Other Fees Cover:
- Application fee, damage & uniform deposit, books, health & accident insurance (professional and non-professional).

Parking, special / single accommodation, personal expenses including travel to and from the campus and the internship site, pocket money and laptop are not included.

### Fees Breakdown in CHF

#### Bachelor Degree

<table>
<thead>
<tr>
<th>Semester</th>
<th>1&lt;sup&gt;st&lt;/sup&gt;</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt;</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt;</th>
<th>4&lt;sup&gt;th&lt;/sup&gt;</th>
<th>5</th>
<th>6&lt;sup&gt;th&lt;/sup&gt;</th>
<th>7&lt;sup&gt;th&lt;/sup&gt;</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus</td>
<td>Glion</td>
<td>Glion</td>
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<td></td>
<td>Bulle</td>
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<tr>
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<td></td>
<td></td>
</tr>
<tr>
<td><strong>Main Fees</strong></td>
<td><strong>Tuition</strong></td>
<td><strong>Double Room</strong></td>
<td><strong>Full Board</strong></td>
<td><strong>Internship</strong></td>
<td><strong>Internship</strong></td>
<td><strong>Internship</strong></td>
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<tr>
<td></td>
<td>4,400</td>
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<td>4,050</td>
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<td>4,500</td>
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<tr>
<td>Other Fees</td>
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<td>450</td>
<td></td>
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<td>685</td>
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<td>685</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>35,385</strong></td>
<td><strong>685</strong></td>
<td><strong>36,130</strong></td>
<td><strong>36,585</strong></td>
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#### Postgraduate Diploma/Higher Diploma in Event, Sport & Entertainment

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<th>Semester</th>
<th>1&lt;sup&gt;st&lt;/sup&gt;</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt;</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt;</th>
<th>4&lt;sup&gt;th&lt;/sup&gt;</th>
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</thead>
<tbody>
<tr>
<td>Campus</td>
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<td>Glion/Bulle</td>
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<tr>
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<tr>
<td><strong>Main Fees</strong></td>
<td><strong>Tuition</strong></td>
<td><strong>Double Room</strong></td>
<td><strong>Full Board</strong></td>
<td><strong>Internship</strong></td>
</tr>
<tr>
<td></td>
<td>17,200</td>
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<td>4,500</td>
<td>4,500</td>
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</tr>
<tr>
<td>Other Fees</td>
<td>Books and Materials (estimate)</td>
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<td>450</td>
<td>300</td>
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<td><strong>28,285</strong></td>
<td><strong>685</strong></td>
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1. Lodging and full board compulsory.
2. External accommodation possible upon authorization from the Student Affairs Department.
3. Please refer to the ‘Insurance’ chapter in the terms and conditions.
4. Postgraduate Diploma = semesters 1 + 2 + internship (4) / Postgraduate Higher Diploma = semesters 1 + 2 + 3 + internship (4).
### MASTER OF SCIENCE

#### Fees Breakdown in CHF

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<tbody>
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<td>Application Fee</td>
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<td>Damage Deposit (refundable)</td>
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</tr>
<tr>
<td><strong>Main Fees</strong></td>
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</tr>
<tr>
<td>Full Board²</td>
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<tr>
<td><strong>Other Fees</strong></td>
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</tr>
<tr>
<td>Books and Materials (estimate)</td>
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<td></td>
</tr>
<tr>
<td>Health &amp; Accident Insurance²</td>
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<td>39,485</td>
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</table>

¹ Lodging and half board compulsory; however, prior to semester 1 arrival, students can request external accommodation for the duration of their studies on campus. Students authorized to live in external accommodation, can choose either full or half board.

² Students choosing to stay in Switzerland during semester 2 of the MSc will have to pay an additional fee of 685.- CHF for health insurance.

### ONLINE ONLY PROGRAMS

#### ONLINE MBA

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<tr>
<td>Campus:</td>
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<tr>
<td>Application Fee</td>
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<tr>
<td>Damage Deposit (refundable)</td>
<td>1,250</td>
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<td></td>
</tr>
<tr>
<td><strong>Main Fees</strong></td>
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</tr>
<tr>
<td>Tuition</td>
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<tr>
<td>Double Room¹</td>
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<tr>
<td>Full Board²</td>
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</tr>
<tr>
<td><strong>Other Fees</strong></td>
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<tr>
<td>Books and Materials (estimate)</td>
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<td>700</td>
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<tr>
<td>Health &amp; Accident Insurance²</td>
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<td><strong>TOTAL</strong></td>
<td>34,485</td>
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<td>68,970</td>
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</table>

³ Prices for the Online MBA are subject to change. Please refer to the website below for the most updated fees.

#### ONLINE MBA

All billing and payment should be made in US Dollars. Invoices will be sent to students via email with the possibility of two methods of payment; either with a credit card or via bank transfer.

**THE ABOVE MATERIALS FEE COVERS:** Fee provides access to the Glion online library and all materials, articles, e-books, multi-media presentations and additional software delivered with the Blackboard learning environment.

**THE ABOVE TECHNOLOGY FEE COVERS:** Fee provides 24/7 access to eLearning environment, including Blackboard, your Glion email service and all technology subscriptions and user fees for your study required by in class instructions for your study.

**THE ABOVE FEES DOES NOT COVER:**

- Physical facilities at Glion Institute of Higher Education
- Graduation fee (estimated around 200 USD)

### ONLINE POSTGRADUATE CERTIFICATE / DIPLOMA

Glion Institute of Higher Education also offers a suite of online Postgraduate and Professional Development Certificate and Diplomas for hospitality and service industry professionals looking for shorter executive programs.

For more information and the latest tuition fees, please visit: [www.gliononline.com/fees.php](http://www.gliononline.com/fees.php)

**ADMISSIONS OFFICE – GLION ONLINE**

Haarlerbergweg 23 C
1101 CH Amsterdam Z.O.

The Netherlands

+31 207 19 25 00

[www.gliononline.com](http://www.gliononline.com)
LAPTOP POLICY
Students will need to have individual access to our intranet website which hosts student information including support and teaching documents and other learning resources. Students will also need to use internet for their project research, to access online library resources or e-mails. Students must bring their own laptop that meets the institution's requirements. Specifications will be sent directly to the student upon confirmation of enrollment and are also published on our website (www.glion.edu).

APPLICATION FEE
A fee of CHF 100.- is required with each application. Complete credit card information must be provided on the application form. This fee is not refundable.

DAMAGE DEPOSIT
A refundable damage deposit of CHF 1,250.- is required to cover any damage caused to GIHE property by the student during his/her studies. It also includes the uniform deposit as well as other items such as the locker or washing machine card. It is payable at the time of the first semester's invoice and is refundable 3 months after final check-out (completion of studies).

GLION/MONTREUX

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<td>C – Double room</td>
<td>En-suite bathroom</td>
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</tr>
<tr>
<td>D – Double room / studio</td>
<td>En-suite bathroom + kitchen</td>
<td>CHF 2,600.-</td>
</tr>
<tr>
<td>E – Single studio</td>
<td>En-suite bathroom + kitchen</td>
<td>CHF 6,800.-</td>
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BULLE

<table>
<thead>
<tr>
<th>ROOM CATEGORY</th>
<th>ROOM FEATURES</th>
<th>ADDITIONAL FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>F – Single room</td>
<td>Shared bathroom</td>
<td>CHF 2,300.-</td>
</tr>
<tr>
<td>G – Single room¹</td>
<td>En-suite bathroom</td>
<td>CHF 3,700.-</td>
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</tbody>
</table>

Please note that in special circumstances when a double room is converted into a single room to meet demand and additional costs are incurred, an extra charge will be added.

Students authorized to live in external accommodation, can choose either full or half board. Prices available upon request.

Please note that the campuses are smoke-free areas, including bedrooms.

¹ MBA students will be housed in category G rooms.

LAPTOP POLICY
Students will need to have individual access to our intranet website which hosts student information including support and teaching documents and other learning resources. Students will also need to use internet for their project research, to access online library resources or e-mails. Students must bring their own laptop that meets the institution's requirements. Specifications will be sent directly to the student upon confirmation of enrollment and are also published on our website (www.glion.edu).

INSURANCE
Health and accident insurance is mandatory in Switzerland, thus students are required to take the health and accident insurance provided by the school which covers them when on campus and on internship.

If however students have a private valid insurance cover equivalent to the Swiss health insurance cover scheme, they have to follow the procedure to be exempted by the Swiss authorities (information about exemption and validation of foreign insurance plans are available from Admissions). If students fail to complete this procedure, prior to their registration on campus, they will automatically be registered with the insurance provided by the school 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 to verify the validity of their private health and accident insurance cover in Switzerland and on internship in Switzerland or abroad; the school will not cover any health or accident related expenses.

Personal and private insurance, to cover issues such as damage or theft of personal property are not mandatory but are strongly recommended. Glion cannot be held responsible for the theft of personal belongings, student damage or third party insurance.

OTHER EXPENSES
It is estimated that students require a minimum 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.

APPLICATION FEE
A fee of CHF 100.- is required with each application. Complete credit card information must be provided on the application form. This fee is not refundable.

SCHOLARSHIPS
As a private institute, GIHE provides a limited number of scholarships for new 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.

A refundable damage deposit of CHF 1,250.- is required to cover any damage caused to GIHE property by the student during his/her studies. It also includes the uniform deposit as well as other items such as the locker or washing machine card. It is payable at the time of the first semester's invoice and is refundable 3 months after final check-out (completion of studies).
PRE-PAYMENT

NEW STUDENTS: upon acceptance of your application, a pre-payment of CHF 3,000.- must be paid within 30 days from the date of the acceptance letter, in Swiss francs by bank transfer, check or credit card. This pre-payment confirms your place in the program and is refundable if a formal written cancellation is received before the 15th of November (for the winter intake) or 15th of May (for the summer intake). The pre-payment is deducted from the first semester’s invoice.

RETURNING STUDENTS: Before returning to school, a pre-payment of CHF 3,000.- must be paid within 30 days from the date of the pro-forma invoice, in Swiss francs, by bank transfer, check or credit card. This pre-payment confirms your place in the semester and is refundable if a formal written cancellation is received before the 15th of November (for the winter intake) or 15th of May (for the summer intake). The pre-payment is deducted from the semester’s invoice.

Please note: if the student postpones his/her studies after the pre-payment has been made, the balance will be carried forward for the next intake only. No refund will be made in this case.

PAYMENTS

Payments must be made in full in Swiss francs no later than the 15th of November (for the winter intake) and 15th of May (for the summer intake), unless a payment plan contract has been approved. Payments can be made by bank transfer, check or credit card. Students will not be permitted to begin their studies until payment for the semester has been received. Swiss Residence permits, academic certificates and degrees are only delivered / awarded when all fees and charges have been paid.

REFUND POLICY AND REVIEW OF FEES

The tuition fees paid for each semester are non-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 program, only the fees covering the accommodation and board are reimbursed (proportional to the number of weeks remaining in the semester).

GIHE 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 annually.

METHOD OF PAYMENT

Payments by bank transfer are to be made to:

FOR SEMESTERS STARTING ON GLION CAMPUS:
Banque Cantonale Vaudoise, 1001 Lausanne, SWITZERLAND
Beneficiary’s Name: GIHE Sàrl
Account Number: C5006.72.77
Swift Address: BCVL CH 2 LXXX
IBAN: CH03 0076 7000 C500 6727 7

FOR SEMESTERS STARTING ON BULLE CAMPUS:
Banque Cantonale de Fribourg, 1701 Fribourg, SWITZERLAND
Beneficiary’s Name: GIHE Sàrl
Account Number: 25 01 046.835-05
Swift Address: BEFR CH 22XXX
IBAN: CH15 0076 8250 1046 8350 5

Please make sure that the bank indicates the student’s name and number on the payment advice slip for the bank transaction.

INTERNSHIP (WHEN APPLICABLE)

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 career by developing their managerial, entrepreneurial and personal skills to their fullest through interesting and challenging internships. GIHE has established excellent relationships with the hospitality and tourism industry, and a wide choice of training possibilities are 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 language requirements. Although internships are generally paid by the employer, the remuneration received cannot be expected to finance studies at GIHE.

VISA 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 8 to 12 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.

Registered office: GIHE Sàrl – CH-1630 Bulle