

FACT SHEET

STUDENT EXCHANGE PROGRAMME 2025-2026

GENERAL INFORMATION

OFFICIAL NAME	Haute école de gestion Arc (HEG Arc)		
WEBPAGE	https://www.he-arc.ch/en/		
PART OF	University of Applied Sciences and Arts Western Switzerland		
ERASMUS CODE	CH DELEMON02		
ADDRESS	Campus Neuchâtel Campus Delémont	Espace de l'Europe 21, 2000 Neuchâtel, Switzerland Route de Moutier 14, 2800 Delémont, Switzerland	

INTERNATIONAL OFFICE

ADDRESS	Espace de l'Europe 11, 2000 Neuchâtel, Switzerland		
HEAD OF INTERNATIONAL RELATIONS	Mr. Didier Folzer		
EXECUTIVE ASSISTANT	Ms. Cléa Bene	bureau.mobilite@he-arc.ch	+41 32 930 11 51

SCHOOL OF MANAGEMENT – DEPARTMENT COORDINATORS

INTERNATIONAL RELATIONS COORDINATOR	Mr. Guillaume Chappuis <i>Contact for outgoing mobility</i>	guillaume.chappuis@he-arc.ch	+41 32 930 20 65
COORDINATOR FOR EURASIAN PARTNERS	Ms. Julia Wirth <i>Contact for mobility with Eurasian partners (IN / OUT)</i>	julia.wirth@he-arc.ch	+41 32 930 20 79
ASSISTANT FOR INTERNATIONAL RELATIONS	Ms. Juliana Milman <i>Contact for incoming mobility</i>	juliana.milman@he-arc.ch	+41 32 930 23 11
WEBPAGE DEPARTMENT	https://www.he-arc.ch/en/business-management/international-mobility-ges/		

APPLICATION PROCEDURE

Candidates to an exchange semester must be officially nominated by their home university. Following this, they will receive a link to our online application form. Several documents are required to complete the form (CV, cover letter, passport copy, etc.).

NOMINATION DEADLINE	Autumn Semester Spring Semester	March 31 October 7
APPLICATION DEADLINE	Autumn Semester Spring Semester	April 30 October 31

ENTRY AND STAY IN SWITZERLAND

VISA	For EU/EFTA citizens, there is no need for a visa. Non-EU/EFTA citizens need to apply for a student visa at the Swiss embassy or consulate in their home country. For general information: https://www.eda.admin.ch/eda/en/home.html All incoming students will need a residence permit (delivered upon arrival).		
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HEALTH INSURANCE	For EU/EFTA citizens: European health and accident insurance card or an equivalent document valid for Switzerland is required. For non-EU/EFTA citizens: a health insurance is taken out by HEG Arc upon the student's arrival in Switzerland.
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ACADEMIC INFORMATION

ACADEMIC CALENDAR	Fall semester: from 8 September 2025 to 30 January 2026 Spring semester: from 9 February to 19 June 2026 (integration weeks and exams included)
DURATION OF THE SEMESTER	18 weeks per semester (15 weeks for classes, 1 integration week and 2 weeks for exams)
COURSE CATALOGUE	All Bachelor's level courses can be attended by exchange students. Specific information can be found on the webpages of degree courses: <ul style="list-style-type: none"> - Bachelor's Degree in Business Administration - Bachelor's Degree in Business Law - Bachelor's Degree in Business Information Technology <p>Master's level courses are only accessible to students selected under an agreement for the Master of Science in Business Administration, Major Business in Eurasia.</p>

LANGUAGE REQUIREMENTS

TEACHING LANGUAGE	Bachelor's level courses are taught in French. A good command of French is required (level B2) and must be certified, either with a certificate (DELF B2, etc.) or by the sending institution. Master's level courses are taught in English. A level B2 in English is required and must be certified, either with a certificate (Cambridge, TOEFL, etc.) or by the sending institution.
LANGUAGE COURSES	French classes can be attended during the semester. The corresponding ECTS credits can be included in the Learning Agreement.

GRANTS

Exchange students from a partner university may receive a grant from the Swiss government and/or the UAS Western Switzerland. The amount of the grant depends of the country of origin. Additional financial support can be provided, depending on the country of origin and the available funds.

COSTS OF LIVING

APPROXIMATE EXPENSES (ALL PRICES IN CHF)	Accommodation	500-800 /month
	Food	500 /month
	Transportation	60-80 /month
	Other expenses	200 /month
	Administrative fees	Administrative fees must be paid upon arrival for the study permit
	Total	1260-1580 /month

ACCOMMODATION

The International Office provides exchange students useful addresses for finding accommodation in Neuchâtel (student residences, websites). Students have to book and rent the accommodation by themselves. HEG Arc does not have its own student residence.

INTEGRATION WEEK

An integration week takes place before the beginning of classes. Cultural and social activities are offered to discover the region of Neuchâtel. Participation is free of charge.