

| le savoir vivant |



With supplement for international students including exchange students



calendar for the academic year 2012-2013

autumn semester 2012

Classes begin.....Tuesday, September 18, 2012

Last day of classesFriday, December 21, 2012

spring semester 2013

Classes begin.....Monday, February 18, 2013

Easter break beginsFriday, March 29, 2013

Classes resumeMonday, April 8, 2013

Last day of classesFriday, May 31, 2013

examinations

Each Faculty arranges sessions during the following periods:

Monday 20 August 2012 to Saturday 8 September 2012

Friday 11 January 2013 to Saturday 2 February 2013

Monday 10 June 2013 to Saturday 6 July 2013

Monday 19 August 2013 to Saturday 7 September 2013

other SCHEDULED events

Open day to welcome mobility and

scholarship students.....Thursday, September 13, 2012

Open day to welcome new studentsFriday, September 14, 2012

EasterFriday, March 29, 2013

.....Monday, April 1, 2013

Ascension DayThursday, May 9, 2013

WhitsunMonday, May 20, 2013

Dies AcademicusFriday, May 31, 2013

students' handbook

12.13

this handbook is intended primarily for students* who are just beginning their studies at the university of lausanne. its aim is to simplify your life by describing briefly and clearly the formalities that you have to complete, and giving you the names and addresses of the people and offices that you should contact for this purpose. this general overview refers you systematically to the relevant web pages which contain more detailed information. you can also consult the website "bienvenue", which contains a comprehensive index.

internet

www.unil.ch/bienvenue > index

a number of specialised booklets and brochures are available dealing with specific topics such as:

- * **guide des études:** a description of courses offered at the unil
- * **information brochure about student exchange possibilities:** application formalities for unil students wishing to study abroad.
- * **planète unil:** map of the university site and useful contact addresses



* The designation of posts and titles in the present publication applies equally to both sexes.



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Unicentre
CH-1015 Lausanne
Tel. +41(0)21 692 21 13
info.sasc@unil.ch

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at your service

the different offices



admissions office (service des immatriculations et inscriptions - sii)

This office provides information on:

- * admission requirements for students, PhD candidates, and "listeners only" (auditeurs)
- * changing faculty
- * changing status within a faculty
- * unenrolment procedures

Address

Service des immatriculations
et inscriptions
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 00

office opening hours

Office
Monday, Thursday and Friday: 10 am to 1 pm
Tuesday and Wednesday: 1 pm to 3 pm
Phone line
Monday and Thursday: 10 am to 1 pm
Tuesday and Wednesday: 1 pm to 3 pm

internet

www.unil.ch/immat
immat@unil.ch

office for socio-cultural affairs (service des affaires socio-culturelles - sasc)

This office can advise you on:

- * how to find accommodation
- * how to find a part-time job
- * how to apply for a work permit
- * how to deal with a difficult financial situation
- * health and accident insurance requirements
- * inter-university exchange programmes

Address

Service des affaires
socio-culturelles
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 13

office opening hours

Monday to Friday: 10 am to 2 pm

internet

www.unil.ch/sasc
info.sasc@unil.ch

office for educational counselling and careers guidance (service d'orientation et conseil - soc)

This office provides information on:

- * studies at the UNIL
- * postgraduate study opportunities
- * job prospects

It offers help and advice on:

- * choosing your area of study
- * adapting to studying
- * improving your working methods
- * setting up a professional project
- * finding a placement or starting work

Educational Counselling

If you are unsure about which course to choose or if you have a question about your future career, make an appointment with a counsellor at the Office for Educational Counselling and Careers Guidance.



Information about studies at the Unil

The Office for Educational Counselling and Careers Guidance provides information about studies at the UNIL and career opportunities:

- * You will find the latest information about all study opportunities at the UNIL on www.unil.ch/enseignement.
- * Consult the department's publications and the useful links on the SOC website, as well as publications which can be borrowed from our documentation centre.
- * Ask your questions during an information briefing; sessions are held in private, and there is no need to make an appointment.



address

Service d'orientation et conseil
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 30

office opening hours

Monday to Friday:
10 am to 4 pm

internet

www.unil.ch/soc
www.unil.ch/enseignement
orientation@unil.ch

ACCOMMODATION

The University of Lausanne does not have a residential campus. Students live in the town, mainly as lodgers with a family or in flats shared with other students, or in student hostels. Another alternative is to live in a university hall of residence.

As there is an acute shortage of student accommodation, the UNIL cannot guarantee accommodation for all its students. It does its utmost, however, to find as much accommodation as possible. We advise you to find accommodation before the start of the academic year. You should therefore start looking as soon as possible.

If you send an e-mail to the Accommodation Office (Service du logement), they will send you a list of addresses of rooms, studios and flats in the private sector. The average rent for a room in the private sector is between CHF 550 and CH 750 per month.

Address

Service du logement
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 21

office opening hours

Monday to Friday: 10 am to 2 pm

Internet

www.unil.ch/logement
logement@unil.ch



university halls of residence

fondation «maisons pour étudiants» (fmeL)

Address

Av. de Rhodanie 64
CH-1007 Lausanne
Tel. +41 (0)21 617 81 54/56

Internet

www.fmel.ch

centre universitaire catholique (cuc)

Address

Bd de Grancy 31
CH-1006 Lausanne
Tel. +41 (0)79 623 42 47

Internet

www.lecuc.ch
info@lecuc.ch

planète bleue

Address

Rte de Genève 76
CH-1004 Lausanne
Tel. +41 (0)21 625 06 06

Internet

www.unil.ch/planetebleue
planete.bleue@unil.ch

Les estudiantines

Address

Route Cantonale
CH-1025 St-Sulpice
Tel. +41 (0)21 310 15 15

Internet

www.les-estudiantines.ch
leman-location@foncia.ch

change of address

You should inform the Foreign Residents' Office in the town or village where you are registered **within 8 days** if you move to another address in the same town or village or if you move to a different one. You should inform the Foreign Residents' Office in your new town or village of your relocation.

You are also required to notify the Admissions Office, your faculty, and the Office for Socio-Cultural Affairs (exchange students only) of any changes of address.

The Cantonal and University Library (BCU) should also be informed.

terminating a lease: your deposit

If you do not have a formal contract, then you should notify your landlord/landlady of your intention to leave by registered letter, **at least one month before the end of the month** in which you intend to vacate your lodging.

The rent guarantee, which you deposit at the beginning of your lease, generally amounts to between one and three months' rent.



ASSOCIATIONS

When you enrol at the UNIL you automatically become a member of the students' association of your faculty. All these associations are grouped together in **The Federation of Students' Associations (Fédération des Associations d'Etudiants – FAE)** of which you are also a member.

The FAE upholds the rights and interests of students in the context of a democratic university. For this purpose it represents students in dealings with the political and academic authorities and undertakes a range of actions, such as demonstrations, meetings or conferences. The FAE allows students to take concrete action in order to defend their rights.

Address

Fédération des Associations d'Etudiants
Internef, bureau 149
CH-1015 Lausanne
Tel. +41 (0)21 692 25 91

Internet

www.unil.ch/fae
fae@unil.ch

A number of other associations exist: sporting, cultural, scientific, regional, etc. A complete list is available on the website of the University of Lausanne.

Internet

www.unil.ch > Accueil > Organisation
> Les associations

Authentication and translation of degree certificates

All information about authenticated copies of degree and diploma certificates, and official grades awarded by the University of Lausanne are available on the website.

Internet

www.unil.ch/bienvenue

> à votre service > légalisation et traduction

certificate of enrolment

A few days after paying their fees for the semester, students will be able to print out their enrolment certificate via the MyUNIL portal (cf. computer facilities chapter p.10).

changing course or faculty

Subject to certain conditions, you can change the orientation of your studies once they have begun. You can request a transfer, either by changing orientation within the same faculty, or by changing faculty or university. If you are in doubt, psychologists at the Guidance and Advisory Service can help you make a decision.

However, please bear in mind that your request may be subject to restrictions. The legislation of the University of Lausanne currently in force specifically stipulates that registration will be refused if you have been expelled or excluded from another university for disciplinary reasons.

In addition, students who have already studied at university and who wish to be registered on a Bachelor's degree course or a programme offered by the School of French as a Foreign Language must have obtained in their last six university semesters at least 60 ECTS ("European Credit Transfer and Accumulation System") credits on a given programme, or attestations certifying equivalent results.

changing course within the same faculty

If you wish to change your subject, study for a different degree/diploma, modify your courses or change discipline within the same faculty, you should make a written application to the Dean of your faculty. However, if you have been ex-matriculated through failure to achieve satisfactory examination results, then you cannot re-enrol in the same faculty.

changing faculty

The official forms for requesting a change of faculty should be completed and sent to the Admissions Office before:

- * 30th September 2012
- * 30th April 2012 for a Master's transfer
- * Transfers in Medicine, and the Science of Sport have their own deadlines.

Candidates taking the complimentary examination of Swiss universities (ECUS) must also submit their applications earlier (contact the Admissions Office for more information).

If you submit an enrolment application for a Master's degree course in good time (before 30 April 2012), and wish to transfer to another Master's degree course in the same faculty, the deadline is 30 September 2012 (subject to approval by the faculty).

Note: Admission to a Master's degree course does not mean that your transfer application will be accepted automatically by the faculty.

transferring from another university

DEADLINES

TRANSFER To A BACHELOR'S DEGREE

- * **Universities of Geneva and Neuchâtel:**
31 July 2012 (except for Medicine and Sports Sciences)
- * **EPFL:** 30 September 2012 (except for Medicine and Sports Sciences) for students registered in the previous spring semester and new students applying to the EPFL before 31 July.

* **other universities:** 30 April 2012

TRANSFER To A MASTER'S DEGREE

- * 30 April 2012

If you are excluded from studying a specific discipline or studying for a degree course at a university in Switzerland or abroad, you will be unable to enrol for that discipline or degree at the University of Lausanne.

Double registration (at the UNIL and another university during the same study period) is not allowed. If necessary, the Admissions Office must be provided with a certificate of ex-matriculation before the beginning of the academic year.

chaplaincy for the unil-epfl

Whether you are spending a few days or several years at the UNIL, an ecumenical team is here every day to welcome you to the Grange. The programme offers meetings, meals, spiritual support, training courses, and dialogue.

Address

Aumônerie
Grange de Dorigny
CH-1015 Lausanne
Tel. +41 (0)21 692 21 47

Internet

www.unil.ch/aum
aumonerie@unil.ch

childcare

There are two day nurseries for the children of anyone working or studying at the UNIL or the EPFL.

Addresses

Garderie «La Croquignole»
Chemin des Triaudes 16
CH-1024 Ecublens
Tel. +41 (0)21 693 73 00

Internet

<http://lacroquignole.epfl.ch>
la_croquignole@epfl.ch

Nursery-Garderie «Le Polychinelle»
UNIL-EPFL
Pavillon A
CH-1015 Lausanne
Tel. +41 (0)21 693 73 14

Internet

<http://polychinelle.epfl.ch>
polychinelle@epfl.ch

computer facilities

The University of Lausanne offers a wide range of computer services. A full list and all relevant details can be found on the IT Services website.

Internet

www.unil.ch/ci
> Services to students

campuscard student card

When you register you will receive a student card: the CampusCard.

You must validate it every semester by inserting it in one of the terminals available on the site

(after payment of your registration fees).

You can use it as:

- * ID for courses, seminars, practical work and examinations, and also to obtain discounts (cafeterias, cinemas, etc)
- * a virtual purse or wallet streamlining payment at cafeterias and different payment desks at the UNIL
- * an access card enabling you to use PrintUNIL and to access certain rooms or laboratories.

Loss or theft must be notified by phone +41 (0)21 692 39 99 so that your card can be blocked to prevent any unauthorised use. A new card will be issued by the Admissions Office or the Help Desk in return for a fee of CHF 25.

Internet

www.unil.ch/campuscard

computer courses

Free computer courses are given at the start of every semester (office IT, operating systems, Internet).

For registration details and information visit www.unil.ch/ci/page6953.html

help desk

Located in the Amphimax building, the Help Desk will assist you resolving your computer problems:

- * any type of problem on your personal computer related to your university studies
- * support for installation of software, advice regarding its use
- * resolution of password problems
- * sale of PrintUNIL credits

contact

You can obtain assistance from the Help Desk:

- * at our desk on level 2 of

the Amphimax building

- * by phone on +41 (0)21 692 22 11
- * by email at the following address:
helpdesk@unil.ch

opening times

Monday to Friday, from 8 am to 5 pm

printunil printing

Multi-function printers available throughout the UNIL campus allow you to print and photocopy in black and white, and also to scan documents. You can print from InternetUNIL terminals, from some computer rooms and from your personal computer. Every student has a free initial quota, so you can use the system straight away.

Internet

www.unil.ch/ci/page32140.html

email

At the start of your studies, you receive an email allocating to you a user name and a password. The first step is to activate your computer access (webmail.unil.ch > activate access). You'll then be able to use this information to access all computer services and register for exams in certain faculties.

Every student has an email address in the format "firstname.lastname@unil.ch" which the UNIL will use to send you official information.

You should therefore consult it regularly.

Your email address and all access to computer services will be cancelled 6 months after the end of your studies.

Internet

www.unil.ch/ci/mail

portal: my.unil.ch

MyUNIL offers rapid and personalised access to numerous UNIL services and sources of information:

- * The incoming mail server for your "@unil.ch" email account
- * DocUNIL: documents stored on your shared space (1 GB)
- * MyAgenda: your course times and a personal online diary
- * Your administrative file
- * Registrations for examinations and results (some faculties do not yet use this function)
- * Course supports
- * And lots more besides, such as the balance on your CampusCard, the UNIL electronic yearbook and Petit Robert online.

repro

Reprography located on level 2 of the Anthropole building, offers:

- * Colour printing and professional quality binding for your dissertations, seminars, etc.
- * Formatting (UNIL look)
- * Sale of lecture handouts, books and course materials.
- * Sale of binding materials and PrintUNIL printing credits
- * Printing of flyers and posters
- * CD/DVD copying

Internet

www.unil.ch/repro

computer rooms, Internet terminals

If you do not have a computer, the UNIL invites you to visit its computer rooms where you will find machines equipped with all the software you need for your academic work (www.unil.ch/ci/page2553.html). For rapid access to the Internet, terminals are available in all UNIL buildings.

copies of official documents

Should you lose an official document (student ID card, payment slip, certificate of registration, etc.) you can obtain a copy in return for payment of a fee.

Address

Service des immatriculations et inscriptions
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 00

Internet

www.unil.ch/immat
immat@unil.ch

counselling and mediation

Anyone who is in a troubled relationship or who feels they are the victim of harassment may contact the Mediation Office. Someone to listen to your problem and assistance in finding solutions are offered.

Address

Marie Ligier, Bureau de médiation
Unicentre 227
CH-1015 Lausanne
Tel. +41 (0)21 692 22 22
or +41 (0)79 541 89 18

Internet

www.unil.ch/mediation
contact.mediation@unil.ch

The aim of both the DialogUNIL network and the online guide entitled «Quand ça va mal», is to help students who are experiencing difficulties with their studies or job to find information, support or guidance in line with their specific needs.

Internet

www.unil.ch/dialog
dialog@unil.ch

cultural activities

Numerous cultural activities are organised by the university in general and the Dorigny campus in particular. Entertainment, activities and theatrical training are proposed in the booklet «Côté culture» and on our website.

Address

Affaires culturelles UNIL - Grange de Dorigny
CH-1015 Lausanne
Tel. +41 (0)21 692 21 12

Internet

www.unil.ch/culture
culture@unil.ch

cultural workshops

are open to students, and administrative and technical staff of the UNIL/EPFL, who would like to learn about, or further develop their talents in some form of artistic expression. These workshops are run by professionals in theatrical expression, drawing, painting, dancing, photography, etc.

Internet

www.unil.ch/sasc/page26936.html

le fecule: the unil and epfl cultural festival

Fécule is the UNIL and EPFL cultural festival organised by the Office for Socio-Cultural Affairs of the University of Lausanne, La Grange de Dorigny and UNIL-EPFL cultural associations active on the campus. Its aim is to promote culture at the University.

Featuring theatre, concerts, dance, film and exhibitions, Fécule provides a platform for students involved in an artistic activity alongside their studies who wish to share their work with a real audience.

Internet

www.fecule.ch
fecule@unil.ch

the grange at dorigny

La Grange de Dorigny is the University's theatre, a place where artists, academics, students and the public can meet and exchange ideas and know-how, and a bridge between the campus and the city. Ten or more professional theatrical productions are staged here every season in a 130-seater auditorium, and the venue is opened up for the Fécule student festival. The programme of events is varied and explorative, with attractions ranging from young talents to famous companies. Concerts by University ensembles are also organised. In the foyer there is a bar and an exhibition space. Students pay only CHF 10.- and UNIL-EPFL staff CHF 15.-. And with the Exalté card, your third visit to a performance is free of charge courtesy of Librairies Basta!

"What is war?"

Invited from 2009 to 2012 to take up residency at La Grange de Dorigny, a theatrical artist has investigated this subject among academics and students. In March 2012 an interdisciplinary publication will appear together with the show "War, Our Poetry" based on this experience.

Reservations: Tel. + 41 (0)21 692 21 24

Internet

www.grangededorigny.ch

Le cabanon

Exhibitions of contemporary art by Le Cabanon, an association formed by teachers and students from the Art History department.

Internet

www.unil.ch/lecabanon

The cine-club is run by students from the Faculty of Arts. Film shows are advertised on posters and in the Uniscope.

The zelig is a place where you can relax and meet people. A programme of activities and entertainment (concerts, chess competitions, etc.) is organised annually.

Address

Zelig, Anthropole, salle 1145

Internet

www.zelig.ch – info@zelig.ch

You are warmly invited to contact any of the **cultural associations** open to students, such as:

the university chamber music association (aumc)

Internet

<http://aumc.epfl.ch> – aumc@epfl.ch

**“le chœur unil-epfl”
the choir of the university
of lausanne and epfl**

Internet

www.unil.ch/choeur – choeurunil@unil.ch

**the university of lausanne
symphony orchestra (osul)**

Internet

www.osul.ch – info@osul.ch

equal opportunities office

This office serves the entire university community. Its aim is to encourage equal opportunities for men and women, particularly in promoting academic careers for women.

Address

Secrétariat
Unicentre - bureau 226
CH-1015 Lausanne
Tel. +41 (0)21 692 20 59

Internet

www.unil.ch/egalite
egalite@unil.ch

ex-matriculation requests for ex-matriculation

If you decide to leave the university before the end of your studies, you must send a written application for ex-matriculation to the Admissions Office. University fees will not be reimbursed if the request for ex-matriculation is submitted after 15th October 2012 (for the Autumn semester) or 15th March 2013 (for the Spring semester), since the application does not take effect until the end of the current semester.

automatic ex-matriculation

This applies in the following cases:

- * Students who fail to meet the deadline for enrolment or who pay only a part or none of their enrolment and university registration fees.
- * After obtaining a degree, for students who have not given notification in good time of their enrolment in another study programme (masters, advanced studies, doctorate, etc.).
- * Students who fail their examinations in one faculty, and fail to inform the Official Admissions Office before the official deadline that they changed faculties.

exchange programmes and mobility

Please refer to the brochure, which gives you information on how to apply and prepare for a study period in another university.

The international relations

website lists all available exchange programmes, together with printable application forms. The website also describes the full application procedure. You will find the name and contact address of the person in each faculty who can answer your questions concerning mobility programmes, as well as the name of the person who can inform you of the different agreements existing between Switzerland and other countries.

Internet

www.unil.ch/echanges

the office for socio- cultural affairs

deals with the administrative aspects of mobility programmes (practical details, advice, information). This office provides full information about different exchange programmes, can assist you in completing the various application forms and can tell you the closing dates for applications. Depending on the type of exchange programme, these deadlines fall between 15th December and 15th April (see “Deadlines” on page 29 for full details).

Internet

www.unil.ch/sasc

The aim of the **xchange** association is to promote mobility, by organising meetings between UNIL students and international students, as well as different activities.

Internet

www.unil.esn.ch

facilities for the disabled

Internet

www.unil.ch/handicap

Address

For formal inquiries:
Direction Enseignement
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 20 42
Nathalie.Janz@unil.ch

faculties

faculty of theology and religious studies (ftsr)

www.unil.ch/ftsr
Secrétariat
Bureau 2018
Anthropole
CH-1015 Lausanne
Tel. +41 (0)21 692 27 00
9.15 am to 12pm
secretariatftsr@unil.ch

faculty of law and criminal justice

www.unil.ch/droit
Secrétariat des étudiants
Office 415
Internef
CH-1015 Lausanne
Tel. +41 (0)21 692 27 50
Monday to Wednesday
10 am to 12.30 pm and 2 pm to 4 pm
Thursday and Friday
10 am to 12.30 pm
affaires-etudiantes.droit@unil.ch

School of Criminal Sciences

www.unil.ch/esc
Batochime
CH-1015 Lausanne
Tel. +41 (0)21 692 46 00
8 am to 12 pm and 1 pm to 4 pm
Closed on Friday afternoon
info.esc@unil.ch

faculty of arts

www.unil.ch/lettres
Secrétariat des étudiants
Anthropole
CH-1015 Lausanne
Tel. +41 (0)21 692 29 98
Monday to Thursday
8.30 am to 12 pm
Closed on Friday
info_lettres@unil.ch

School of French as a Foreign Language (EFLE)

www.unil.ch/fle
Secrétariat
Anthropole
CH-1015 Lausanne
Tel. +41 (0)21 692 30 80
9.30 am to 12 pm
efle@unil.ch

faculty of social and political sciences (ssp)

www.unil.ch/ssp
Secrétariat des étudiants
Anthropole
CH-1015 Lausanne
Tel. +41 (0)21 692 31 20
Monday: 8 am to 12 pm
Tuesday: 1.30 pm to 5.30 pm
Wednesday to Friday: 8 am to 12 pm
ssp@unil.ch

Institute of Sports Science
of the University of Lausanne (ISSUL)
www.unil.ch/issul
Secrétariat des pratiques APS
Villa des sports
CH-1015 Lausanne
Tel. +41(0)21 692 21 80
9.30 am to 11.30 am
aps.issul@unil.ch

faculty of business and economics (hec lausanne)

www.hec.unil.ch
Reception and information
Internef
CH-1015 Lausanne
Tel. +41 (0)21 692 33 00
10 am to 11.45 am and 2 pm to 4 pm
hec@unil.ch

faculty of biology and medicine (fbm)

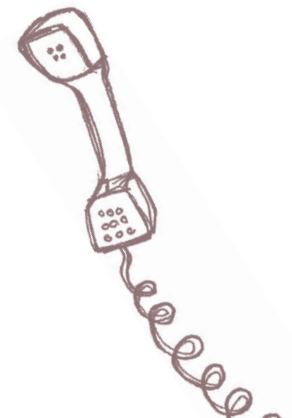
School of Medicine
www.unil.ch/ecoledemedecine
Secrétariat de l'école de médecine
21, Rue du Bugnon
CH-1011 Lausanne
Tel. +41 (0)21 692 50 11
10 am to 12 pm and 1 pm to 3.30 pm
medecineenseignement@unil.ch

School of Biology
www.unil.ch/ecoledebiologie
Réception et informations
Biophore
CH-1015 Lausanne
Tel. +41 (0)21 692 40 10
9 am to 11.30 am
biologie-etudiants@unil.ch

1st year pharmacy students
contact: Ecole de biologie

faculty of geosciences and the environment (gse)

www.unil.ch/gse
Secrétariat académique
Amphipôle
Office, bureau 324
CH-1015 Lausanne
Tel. +41 (0)21 692 35 03
Tuesday: 9.30 am to 10.30 am
Wednesday and Thursday: 12 pm to 2 pm
gse.acad@unil.ch



fees and taxes

Students who are formally registered are liable to pay university fees. At the beginning of each semester you will receive a bill with a payment slip. Students who pay only a part, or none of their registration fees by the official deadline will be automatically ex-matriculated.

fees and taxes

* registration fee: CHF 500 per semester, examination fee included

* taxes: CHF 80 per semester (Cantonal and University Library, University Sports Centre, premium for supplementary accident insurance, etc.)

reduction of fees

Subject to certain conditions, you may be eligible for reduced semester fees in the following cases:

* If you temporarily interrupt your studies by obtaining leave of absence (cf. "Leave of absence")

* Depending on your financial situation. In order to apply for the reduction, a form may be obtained from:

www.unil.ch/sasc > social > fonds social de l'UNIL
it must be returned, together with the requisite documents, **by 30 September 2012 (Autumn semester) or 1st March 2013 (Spring semester).**



family reduction

(does not apply to students on leave, postgraduates or doctoral candidates or applicants who benefit from other fee reductions).

Unmarried students living with their parents who are resident and pay their taxes **in the Canton of Vaud**, may qualify for a family reduction (fee reduction of CHF 150). Enrolment fees are reduced for families with two or more children (including the student).

Information is provided on the back of the semester fee payment slip.

Applications must be submitted to the Admissions Office before 30 September 2012 (Autumn semester) or 1st March 2013 (Spring semester)

average monthly budget

Food and living expenses

CHF 850 to CHF 900

Accommodation (not including expenses for heating, water, electricity, telephone, etc.)

CHF 550 to CHF 750

Enrolment fees

CHF 580 / semester

Health and accident insurance

CHF 150 to CHF 300

Books and materials for courses

CHF 100 to CHF 150

To T a l CHF 1,950 per m o n t h

At the beginning of your degree course many expenses will need to be paid simultaneously:

- * one quarter of health and accident insurance contributions
- * university fees and taxes for the 1st semester
- * the first rental payment which usually includes a deposit as a rent guarantee (cf. "Accommodation")
- * the tax payable to the Foreign Residents' Office in the town or village where you live.

french

language of instruction

A good knowledge of French is essential for degree courses: Bachelor, Master, diploma or advanced study levels. At doctoral level and in certain other cases, studies may be undertaken in another language.

holiday courses

Holiday courses offer intensive French lessons for non French speakers in July – August and before the start of the spring semester. Minimum age 17. No qualifications necessary. These lessons, for which a fee is charged, are recommended for future non French-speaking students.

Address

UNIL

Cours de vacances

Anthropole

CH-1015 Lausanne

Internet

www.unil.ch/cvac

coursdevacances@unil.ch

РУССКИЙ
italiano
DEU español

school of french as a foreign language (efle)

Additional French courses

These courses are offered free of charge to non French-speaking students of the various UNIL faculties.

A course designed specifically for beginners enables participants to begin learning spoken and written French.

The main aim of these additional courses is to allow students to organise and systematically improve their knowledge of the French they will learn through living and studying in Lausanne.

Address

see page 16

grants scholarships

financial assistance

A counselling service is available to help solve any social or financial problem you may encounter.

Address

Service des affaires socio-culturelles

Unicentre

CH-1015 Lausanne

Tel. +41 (0)21 692 21 13

office opening hours

Monday to Friday: 10 am to 2 pm

Internet

www.unil.ch/sasc

info.sasc@unil.ch

cantonal grants and scholarships

You may apply for a grant or scholarship from:

- * the canton in which you are resident
- * the canton in which your parent(s) or legal guardian are resident.

Criteria for awarding grants or scholarships vary from one canton to another. A complete list of addresses can be downloaded from the website of the **Socio-Cultural Affairs office**.

Internet

www.unil.ch/sasc > Social > Bourse cantonale

Insurance

health and accident insurance

Everyone living in Switzerland is required to take out health and accident insurance with an insurance company that is officially recognised by the Confederation. You are free to choose whichever company suits you best. The cost of health insurance can be relatively high.

You can reduce the cost by:

- * changing company
- * making the most of your premium
- * claiming a subsidy

For more detailed information please consult the website of the **Socio-Cultural Affairs office**.

Internet

www.unil.ch/sasc > Assurance-maladie

old age and widow(er)s' pension (avs)

Everyone who is normally resident in Switzerland has to start paying into this fund as of

1st January of the year following their 17th birthday. However, students who are not in paid employment are only required to pay a minimum contribution of CHF 475 (+ administrative costs) per year, as of 1st January of the year following their 20th birthday. If you worked during that year then the contributions you paid are deducted from the annual due amount, on presentation of your salary advice slips.

Address

Agence communale d'assurances sociales
Place Chauderon 7
CH-1003 Lausanne
Tel. +41 (0)21 315 11 11

civil liability insurance (responsabilité civile privée)

This insurance, which costs around CHF 100 per year, covers the cost of any damage you may cause to a third party or to their property, and also covers your rented accommodation. Before signing a contract for this insurance, it is worth checking with your family that you are not already covered.

Jobs

during your studies

Students from the UNIL and the EPFL can consult a database containing details of all job opportunities available to students. You will need your registration number in order to access the database.

Internet

www.unil.ch/emploi

at the end of your studies

The office for Educational

Counselling and Careers guidance

offers a full range of services for UNIL students and postgraduates designed to ease their transition from university to the world of work. These services include:

- * Website: information and links to job prospects, work placements and employment.
- * Well-documented resource centre containing: books, catalogues, and reviews dealing with the world of work, professional careers, and job-hunting, which can be either consulted or borrowed. Computers are available to enable you to track down work offers and find employment information on the Internet.
- * Press reviews of job offers.
- * Work placements: The "Unistages" programme offers paid work placements to students in the final year of their Masters and UNIL graduates.
- * Employment office: ask questions about employment and have corrections made to your job application details.
- * Walk-in information sessions on post-university career and employment opportunities.
- * "employment workshops" organised each semester to facilitate your integration into the professional work environment.
- * "Employment" talks on job prospects
- * "Unimentorat" programme which puts you in contact with professional people in different sectors of the economy.
- * Personal interviews with a professional careers guidance counsellor-psychologist, in order to make a general assessment of your abilities and interests.
- * More detailed evaluation of your skills, qualifications and achievements, with the aim of defining a career plan

Internet

www.unil.ch/soc

Languages

The Language centre

offers courses in German, English, Chinese, Spanish, Italian, Russian and Swiss-German. These courses are open to all members of the university community and are free of charge for undergraduate and postgraduate students.

Address

Centre de langues
Anthropole, bureau 2118
CH-1015 Lausanne
Tel. +41 (0)21 692 29 20

office opening hours

Monday – Friday: 10 am to 12.30 pm

Internet

www.unil.ch/cdl
centredelanguages@unil.ch

tandem programme

Two people each with a different mother tongue work regularly together to teach their language and discover the culture of their language partner. To find a linguistic partner, come to Tandem evenings which are held 7 times a year (information concerning locations, dates and times on our website) and/or use our server accessible from our website:

www.unil.ch/tandem

No prior registration required.

Address

Tandem
Ecole de Français Langue Etrangère
Anthropole
CH-1015 Lausanne
Tel. +41 (0)21 692 30 94

Internet

www.unil.ch/tandem
tandem@unil.ch

Leave of absence

If you wish to interrupt your studies temporarily, you may obtain leave of absence without affecting your registration status. Leave of absence is granted by the Dean of your faculty for a period ranging from six months to one year. It may be extended.

The total number of semesters of leave may not exceed 3 semesters for the Bachelor and 2 semesters for the Masters, MAS and advanced programmes.

Leave may be granted on a full or limited basis. The Dean of the faculty in which the student is registered will decide which form the leave shall take.

- * Students granted full leave of absence cannot acquire any ECTS credits. Semesters during which leave is taken do not count towards the duration of studies.
- * Students granted limited leave of absence may attend examinations and acquire ECTS credits. They must attend compulsory examinations. Semesters in which leave is granted on a limited basis count towards the duration of studies.

tariff

Full leave of absence: CHF 130*

Limited leave of absence: CHF 210*

*(including semester fees)

deadlines

Requests for leave of absence must reach your faculty before 30th September 2012 (Autumn semester) or 1st March 2013 (Spring semester).

internet

www.unil.ch/immat

Legal advice

During the semester, law students provide a legal advice service for students from all faculties.

1. Send an email to aedl@unil.ch describing your problem and enclosing the necessary documents.
2. Call in at the Aedl office by appointment with the person in charge.

internet

www.unil.ch/aedl

> nos activités > conseil juridique
aedl@unil.ch

Libraries

You have access to the Cantonal and University Library (Bibliothèque cantonale et universitaire – BCU), as well as to various specialist libraries within faculties and institutes.

bcu lausanne dorigny - unithèque

Open to all, the Dorigny-Unithèque site is located at the centre of the University campus in the Unithèque building. Its collections cover every field of the human sciences and all periods. Its direct access collection, comprising monographs (classified by subject) and journals, is one of the most important in Europe.

special features

- * Manuscript department
- * Department of valuable books
- * Multimedia library
- * Reference service
(computerised documentary resources)

address

Bibliothèque cantonale et universitaire Lausanne
Unithèque
CH-1015 Lausanne
Loan: Tel. +41 (0)21 692 47 99

opening hours

Pre-recorded information on opening times
+41 (0)21 692 47 11
or website

internet

www.bcu-lausanne.ch
info-dorigny@bcu.unil.ch

bcu lausanne dorigny - interref

The Dorigny-Interref site, specialising in the fields of Law and Economics, is located on the University campus in the Interref building. It mainly holds books and periodicals that are relevant to the teaching staff and students in the Faculty of Law and the Faculty of Business and Economics (HEC).

address

Bibliothèque cantonale et universitaire Lausanne
Interref
CH-1015 Lausanne
Tel. +41 (0)21 692 48 83

opening hours

Pre-recorded information on opening times
+41 (0)21 692 47 11
or website

internet

www.bcu-lausanne.ch

bcu lausanne riponne - palais de rumine

A general library located in the city centre in the Palais de Rumine, the Riponne-Palais de Rumine site is open to the general public. As well as its encyclopaedic collection, it houses specialist services directly related to the canton of Vaud and an important music department.

special features

- * Documentation on the Canton of Vaud
- * Copyright deposit
- * Music (discs, scores, books)
- * Cultural events

address

Bibliothèque cantonale et universitaire Lausanne
Place de la Riponne 6
CH-1014 Lausanne
Tel. +41 (0)21 316 78 60

opening hours

Pre-recorded information on opening times
+41 (0)21 316 78 31
or website

internet

www.bcu-lausanne.ch
info-riponne@bcu.unil.ch

the university library of medicine at chuv (biuM)

aims to facilitate access to biomedical information for university teaching, scientific research projects, and for all those working in the health and medical sector.

address

Bibliothèque universitaire de médecine
CHUV
46. rue du Bugnon
CH-1011 Lausanne
Tel. +41 (0)21 314 50 82

opening hours

Monday to Friday: 8 am to 10 pm
Saturday: 8 am to 5 pm
Sunday: 2 pm to 8 pm

internet

www.chuv.ch/bdfm

“listener only” status

Anyone over the age of 18 may enrol in courses as a “listener only” (auditeur), provided there are enough places available, and the faculty is in agreement.

Exceptions: School of Medicine (Faculty of Biology and Medicine) and the School of French as a Foreign Language (Ecole de français langue étrangère).

Enrolment forms are available at the Admissions Office.

lockers

Lockers are available in many of the campus buildings.

internef | anthropole | amphipôle |
unithèque | biophore

Free self-service lockers to be secured with a padlock.

lost /found property

address

Unibat
Ferme de la Mouline
Tel. +41 (0)21 692 25 11
www.unil.ch/unibat > prestations

maternity

The Equal Opportunities Office advises members of the University community on their rights in relation to maternity and facilities for children. Requests for pregnancy and maternity/paternity leave should be addressed to the Secretary of the Faculty. See “Leave of absence” p. 22.

internet

www.unil.ch/egalite

medical care

unil health centre

Two nurses are in attendance at the Anthropole Health Centre - 1056
Monday, Tuesday, Thursday and Friday
from 8:30am to 1:30pm
Contact
Tel. +41 (0)21 692 25 77
accueilsante@unil.ch

internet

www.unil.ch/accueilsante

For medical emergencies, students can contact

pmu du bugnon

Rue du Bugnon 44, Lausanne, +41 (0)21 314 60 60.
7:30am-6:30pm. Outpatient emergencies until 11pm. Night: CHUV emergency department.

military service

Provided due notice is given, the secretarial office of each faculty issues requests for exemption from, postponement of, or leave of absence from military service. The Liaison Office advises and assists students who need to combine their studies with long periods of military service. Please phone for an appointment.

address

Office de liaison Région territoriale 1
Case postale 208 – CH-1110 Morges 1
Tel. +41 (0)21 804 62 20

internet

www.unil.ch/bienvenue > A votre service > armée
cdmtregter1-info@vtg.admin.ch

parking

Car parking on the University site is regulated and charges apply. There is only a limited number of parking permits. Applications may be submitted online before the start of each semester.

internet

www.unil.ch/unibat > stationnement

psychiatry and psychotherapy consultation service

This service is intended for any undergraduate, post-graduate or doctoral student in need of psychological help. It is offered by a psychiatrist bound by medical secrecy. The first consultation is free, and any subsequent consultation is covered by your health insurance at the official rates.

address

Service des affaires socio-culturelles
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 13
by appointment only

internet

www.unil.ch/sasc > social
info.sasc@unil.ch

public transport

swiss federal railway (cff)

Purchasing an annual half-fare card (CHF 165 per year), entitles you to pay half the normal train fare for any journey in Switzerland.

If you have a half-fare card and are under the age of 25 you can buy an additional "Track 7" (Voie 7) season ticket (CHF 129), which enables you to travel anywhere in Switzerland for free after 7 pm.

telephone

+41 (0) 900 300 300

(CHF 1.19/min)

internet

www.cff.ch

bus and metro (m1-m2)

Fares:

CHF 3.00 (1 zone or 2 zones)

CHF 2.20 if you

have a CFF half-fare card

Monthly season ticket

(1 zone or 2 zones): CHF 45

On sale at:

– Ticket office in Rue Haldimand 3, Lausanne

– Flon Customer Service centre, Lausanne

telephone

+41 (0) 900 564 900

(CHF 0.86 cts/min)

internet

www.t-l.ch

www.mobilis-vaud.ch

Late-night «pyjama» service

The late-night service ensures your safe return from the centre of Lausanne on Friday/Saturday and Saturday/Sunday nights, between 1 am and 4 am.

Fare: You will need a normal valid ticket plus a CHF 4 supplement from the ticket machine.

internet

www.servicepyjama.ch

publications and media

uniscope

Uniscope, the University monthly newsletter with a print run of around 8000 copies, is distributed free on site. It contains a wealth of information on topical matters affecting the University and also covers a wide range of issues relating to campus life: research, profiles of institutes, events, etc.

For more information, contact Francine Zambano (francine.zambano@unil.ch), *l'uniscope* editor.

internet

www.unil.ch/unicom > uniscope

allez savoir!

Allez Savoir! Is the scientific magazine of the University of Lausanne. You can subscribe to it free of charge.

internet

www.unil.ch/unicom > allez savoir!

unil's online newspaper www.unil.ch/actu

Discover online all the latest news about the University of Lausanne, regularly updated and clearly and concisely written: culture, teaching, research, student life, etc.

Le Mémento lists events organised at the UNIL: conferences, talks, exhibitions, oral examinations, balls, activities organised by associations, etc. It is continuously updated in the online newspaper and appears in paper format in the monthly Uniscope.

internet

www.unil.ch/actu

L'auditoire

L'auditoire is the student newspaper in Lausanne. It is published by the FAE and appears six times a year. All students are invited to contribute by contacting the editorial team or attending editorial meetings in office 149 of the Internef building on Wednesdays at midday.

address

L'auditoire

Internef, bureau 149

CH-1015 Lausanne

Tel. +41 (0)21 692 25 90

internet

www.auditoire.ch

auditoire@unil.ch



fréquence banane

Fréquence Banane is the official Lemanic arc campus radio station run entirely by students from UNIL, UNIGE and EPFL.

address

Fréquence Banane

Station 1

EPFL, Centre Est

CH-1015 Lausanne

Tel. +41 (0)21 550 55 50

internet

www.frequencebanane.ch

info@frequencebanane.ch

radio frequency

on cable: 94.55 MHz

internet: www.frequencebanane.ch

re-matriculation

Students who cancelled their registration but who now wish to re-register in the same faculty, should apply to the Admissions office before:

* 30th April 2012 for the Autumn semester

* 30th November 2013 for the Spring semester

sport

More than 85 sporting activities are available to the university community in the form of courses, training programmes or competitions.

internet

www.unil.ch/sport

study methods

Students who would like to work more efficiently, or who find it difficult to adapt to university studies should contact the Office for Educational Counselling and Careers Guidance which provides the following services.

*** An introductory course to university studies entitled "A vos marques"**

(a question of method). This is organised each year during the week preceding the beginning of the academic year.

*** A brochure called "A vos marques"**

(objective: success) which contains practical advice on study methods.

*** Questionnaire** to take stock of your working methods, your approach to learning and motivation.

*** Personal interviews** with a professional counsellor-psychologist in careers guidance

*** Books on developing study methods** which can be borrowed from the Resource Centre

*** Advice and techniques** to get your studies off to a good start and improve your working methods.

Internet

www.unil.ch/soc > réussir ses études

sustainable development

Over the last 20 years the UNIL has taken many concrete measures to reduce its own environmental impact. Under the supervision of the Buildings and Works Department (Unibat), it sorts its own waste (achieving a 50% recycling rate), optimises its energy consumption and maintains its own green spaces with an ecological approach. In 2008, the UNIL was awarded the «Natural Park» label of the «Fondation Nature et Economie» (Nature and Economy Foundation), an organisation that enjoys the support of the Swiss Federal Authorities. Another recent initiative is the introduction of the **Campus Plus** label, which aims to encourage campus users to adopt certain simple habits, such as sorting their own waste or turning out the light when they leave a classroom.

Internet

www.unil.ch/campus-plus
www.unipoly.ch



important deadlines

The following deadlines must be observed, notwithstanding those set by individual faculties.

registration

	Autumn semester 12	Spring semester 13
For new students (except in medicine)*	30 April 2012	30 November 2012 (possible only for some Master's programmes)
New students in medicine	15 February 2012	-----
German law students	30 April 2012	30 November 2012
Master of Advanced Studies students	30 June 2012 or earlier date set by the organisers of individual study programmes	-----
PhD candidates	31 July 2012	31 January 2013

changes and transfers

BACHELOR

(except in Medicine, the Science of Sport and students taking the ECUS)

30 September 2012 -----

IN A MASTER'S DEGREE PROGRAMME

30 April 2012 30 November 2012 (possible only for some Master's programmes)

Transfer from one Master's degree course to another in the same Faculty
(subject to approval by the Faculty)

30 September 2012

exchanges

Swiss mobility students
EXCEPT for:

- School of Medicine
Socrates/Erasmus, European mobility students

April 15 November 15

February 20 February 20
February 20 February 20

Other exchanges (Argentina, Australia, Canada, Chile, China, India, Japan, Mexico, Russia, the USA, etc.)

Between December 15 and April 15

As the deadlines vary from country to country, please refer to the web site: www.unil.ch/echanges

ex-matriculation

15 October 2012 15 March 2013

re-matriculation

(in the same faculty) 30 April 2012 30 November 2012

requests for leave of absence

30 September 2012 1 March 2013

Tax exemption

30 September 2012 1 March 2013

* Candidates who need a visa to study in Switzerland must apply for enrolment at least two months prior to the deadline indicated above.
This time limit is applicable to enrolment at the Unil only, February 28 (autumn semester) and September 30 (Spring semester).



accomodation: cheap hotels in lausanne

arrival in switzerland

arrival at geneva
international airport

www.lausanne.ch

enrolment

Full-time students who are not taking part in an exchange programme:
Contact the Admissions Office
(Service des immatriculations et inscriptions).

Address

Service des immatriculations et inscriptions
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 00

office opening hours

Office
Monday, Thursday and Friday: 10 am to 1 pm
Tuesday and Wednesday: 1 pm to 3 pm
Phone line
Monday and Thursday: 10 am to 1 pm
Tuesday and Wednesday: 1 pm to 3 pm

Internet

www.unil.ch/immat
immat@unil.ch

Exchange students

(Erasmus/Conventions/Swiss mobility):

- * go to the Socio-Cultural Affairs Office
(Service des affaires socio-culturelles)
- * take part in the welcome day
for mobility students
- * contact the appropriate member of their
Faculty in order to finalise their
study programme

Address

Service des affaires socio-culturelles
Unicentre
CH-1015 Lausanne
Tel. +41 (0)21 692 21 13

office opening hours

Monday to Friday: 10 am to 2 pm

Internet

www.unil.ch/sasc
www.unil.ch/international
www.unil.ch/bienvenue
info.sasc@unil.ch

employment work permit

Students who hold a B or L permit must satisfy the following **conditions in order to obtain a work permit**. They must:

- * hold a valid B or L permit
- * have been resident in Switzerland for
6 months at least (foreign nationals from the
25 member states of the EU are exempt from
this requirement)
- * work for a maximum of 15 hours per week,
or full-time during the holidays
(maximum 3 months)
- * follow a full-time course of study
- * submit the form called *Demande de permis de
séjour avec activité lucrative* (Request for a
combined residence and work permit) duly
completed and signed by the employer,
to the Socio-Cultural Affairs Office
- * not enrol with an agency for temporary
employment (foreign nationals from the
25 member states of the EU are exempt
from this requirement)

Further information is available from the
Office for Socio-Cultural Affairs (SASC).

Price: CH 65 payable each time the person is
hired for employment.

Internet

www.unil.ch/emploi
travail@unil.ch

health and accident insurance

Internet

www.unil.ch/sasc
> assurance-maladie

Exemption from compulsory health and accident insurance for B Permit or L Permit foreign students from outside the European Union:

Pursuant to the enacted Federal Law on Health Insurance (LAMal), students who possess a B or L permit may be exempted from taking out compulsory health insurance in the Canton of Vaud, provided they are able to produce a certificate from a foreign health insurance company, stating that they have basic cover, which is equivalent to the compulsory cover in Switzerland.

In order to obtain an exemption, a student must make a formal request and complete a form called *Attestation de l'assureur étranger* (Certificate from a foreign insurer) which must be signed by the foreign health insurance company. This form can be obtained from the Organe cantonal de contrôle de l'assurance-maladie et accidents (see below for address). International students who, in their country of origin, are unable to contract a health insurance that is recognised as valid in Switzerland must take out an insurance policy with a Swiss company.

Exemption from compulsory health and accident insurance for foreign students who are European Union nationals:

Ask your national insurance office for:

- * a European insurance card

When you arrive in Switzerland you should bring this document to the Organe cantonal de contrôle de l'assurance-maladie et accidents and they will issue a dispensation from the obligation to contract an insurance in Switzerland.

Address

Organe cantonal de contrôle
de l'assurance-maladie et accidents (OCC)
Ch. de Mornex 40
CH-1014 Lausanne
Tel. +41 (0)21 557 47 47 (8 am to 11.45 am)

office opening hours

Monday to Friday:
8 am – 11.30 am
1 pm – 4 pm

Internet

www.vd.ch/occ
info.occ@vd.ch

European Union nationals: If, during your stay in Switzerland, you need to be reimbursed for medical treatment you should send your doctor's bill (which you will have already paid) plus a photocopy of the European insurance card, together with your banking or postal account details to:

Address

Institution commune LAMal – KVG
Gibelinstrasse 25
Case postale
CH-4503 Solothurn
Tel. +41 (0)32 625 30 30

Internet

www.kvg.org
info@kvg.org

residence permit

formalities in Switzerland

For all international students (including those requiring a visa) and for all exchange students.

go to:

- * Foreign Residents' Office (Bureau du contrôle des habitants) in the town or village where you live.
- Deadline:
8 days (from the day on which you sign a lease for a flat/room)

Ask the residents' office (Contrôle des habitants):

- * for a residence permit
- * for a residence permit with biometric data for students who are not nationals of an EU country

Take with you:

- * your passport with visa if necessary
- * proof of definite registration with the University of Lausanne
- * a passport size photo
- * the arrival report (1)
- and for students who have not submitted a visa request**
- * the student questionnaire (1)
- * a bank statement showing sufficient funds to cover the costs of studying and/or
- * proof of a Swiss or foreign grant showing the relevant amount and/or
- * a guarantee declaration (1) from your parents and/or
- * a guarantee declaration (1) from a third party

(1) forms available from the Residents' Office

Procedure:

If you are not a national of an EU country, after registering with the Residents' Office of the commune in which you are resident and submitting your details, you will receive an email inviting you to call in at the Centre for the Registration of Biometric Data in Lausanne.

ATTENTION:

The certificate of admission required for registration with the University of Lausanne does not in itself give entitlement to a B or L residence permit for students. Tourist visas are not automatically converted into residence permits for study after the student's arrival in Switzerland.

taxes

residence permit

- * depending on the town or village of residence, CHF 172 to CHF 262.

The residence permit is less expensive for exchange students who receive a Swiss grant.

residence tax

All foreign students who have a B or L permit must pay a residence tax.

- * CHF 30 per month

Exchange students who receive a Swiss grant do not have to pay the residence tax.

VISA application

Students from the countries listed below must obtain a visa from a Swiss embassy or consulate.

Europe	Turkey, and Eastern European countries that are not EU members
Africa	All countries
Asia	All countries except Brunei, Japan, Malaysia, Singapore
Oceania	All countries except New Zealand.
America	All countries

how to obtain a student visa

go to	*the nearest Swiss embassy or consulate
Present	*a general outline of your study project with the length of your studies
Take with you	*a valid passport *an acceptance letter (<i>Attestation d'admission à l'immatriculation</i>) from the University of Lausanne *an official guarantee of your ability to finance your studies in Switzerland

These formalities take at least 3 months to complete.

xchange

Leisure Activities for exchange students

Xchange is a student organisation whose aim is to welcome mobility students and help them to make the most of all the facilities available during their stay in Lausanne.

Internet

unil.esn.ch