

# 2021-2022

## CBS EXCHANGE FACT SHEET



# CBS SHORT FACTS

Copenhagen Business School (CBS) is a large university with 19,708 full and part time students.

CBS offers a wide range of university degree programs within business with a cross disciplinary focus, for example: Philosophy, Political Science, Psychology, Commerical Law or Communication.

CBS believes that open and collaborative partnerships are essential, both with researchers and other universities but also between students, businesses, public institutions, NGOs and policy makers. Thus, CBS's slogan is 'Business in society'.

CBS holds the prestigious "triple-crown" accreditation: AACSB, EQUIS and AMBA. Furthermore, CBS is a member of the CEMS alliance and PIM network.

## ACADEMIC STRUCTURE

- **Bachelor Degree:** 3 years of study (6 semesters) with a total of 180 ECTS credits. Specialized with 3 years of business studies.
- **Master Degree:** 2 years of study (4 semesters) with a total of 120 ECTS credits.

CBS offers a variety of international opportunities, activities, and a wide selection of courses taught in English. The credit system used is ECTS (European Credit Transfer System).

## USEFUL LINKS

**COPENHAGEN BUSINESS SCHOOL:** [cbs.dk/en](https://cbs.dk/en)

**CBS INTERNATIONAL OUTREACH:** [cbs.dk/intl](https://cbs.dk/intl)

**INFORMATION FOR EXCHANGE STUDENTS:** [cbs.dk/exchange](https://cbs.dk/exchange)

**INTERNATIONAL SUMMER UNIVERSITY PROGRAM (ISUP):**  
[cbs.dk/isup](https://cbs.dk/isup)

**VIDEOS - CBS STUDENT LIFE:** [studentlife.cbs.dk/video/](https://studentlife.cbs.dk/video/)

## CAMPUS

CBS has an urban location in Frederiksberg, an integrated part of Copenhagen. The four Metro stops on campus makes for easy access to downtown Copenhagen as well as the airport.

Our five contemporary campus buildings offer state-of-the-art student facilities and year round student activities.



# SEMESTER EXCHANGE

Each year, approximately 1,200 exchange students from our partners around the world, as well as freemovers from non-partner universities, find their way to CBS. Exchange students can choose to attend for either the fall semester, spring semester, or for a full academic year.

## COURSES

All courses available for exchange students are part of the regular CBS english programs course offering. Swedish and Norwegian speaking students can take courses taught in Danish by special request.

The fall semester courses are published in mid-March and the spring semester courses are published in mid-September.

- **Undergraduate courses** (Bachelor level): [cbs.dk/undergrad](https://cbs.dk/undergrad)
- **Graduate courses** (Master level), including CEMS/Double Degree: [cbs.dk/grad](https://cbs.dk/grad)

By Danish regulations, exchange students are required to take 30 ECTS credits. As most courses are 7.5 ECTS, a student will typically take 4 courses per semester.

30 ECTS credits correspond to 825 Student Work Hours.

## DANISH LANGUAGE COURSES

During the semester a credit-bearing Danish language course is offered. Students can take the Danish course on top of their 30 ECTS.

A Danish Crash Course is offered the week prior to the Introduction Week

## NOMINATION PROCEDURE

All exchange students must be formally nominated by their home university. The home school must complete a CBS nomination form and e-mail this to CBS Inbound Managers at [receipt.intoff@cbs.dk](mailto:receipt.intoff@cbs.dk).

### FALL SEMESTER 2021 (AUGUST - JANUARY)

**DANISH CRASH COURSE:** 16 - 20 August 2021

**ARRIVAL DATE:** 22 August 2021 at the latest

**MANDATORY INTRODUCTION PROGRAM:** 23 - 27 August 2021

**FALL SEMESTER START:** 1 September 2021

**EXAMS:** December 2021/January 2022

Most exams will be scheduled before Christmas, but some Q2 exams are held in January.

**FALL SEMESTER ENDS:** December 2021/January 2022

**NB:** Exam dates vary so students should not book their return flights until exact exam dates are published

### SPRING SEMESTER 2022 (JANUARY - JUNE)

**DANISH CRASH COURSE:** 17 - 21 January 2022

**EARLIEST HOUSING ARRIVAL DATE:** TBA

**ARRIVAL DATE:** 23 January 2022 at the latest

**MANDATORY INTRODUCTION PROGRAM:** 24 - 28 January 2022

**SPRING SEMESTER START:** 1 February 2022

**EXAMS:** May/June 2022

**NB:** Exam dates vary so students should not book their return flights until exact exam dates are published

**SPRING SEMESTER ENDS:** June 2022

**LATEST HOUSING DEPARTURE DATE:** mid-June



## ENGLISH REQUIREMENTS

Please see our [English Proficiency FAQ](#).

## APPLICATION PROCEDURE

Nominated exchange students will receive an e-mail from CBS with further instructions on how to apply.

The following documents must be submitted as PDF files via the online registration flow:

- Updated university transcript in English
- Proof of English proficiency
- Resume/CV in English
- Copy of passport (photo page only)

## RESIDENCE PERMIT REQUIREMENTS

- **From the Nordic countries:** No residence permit is required if staying less than six months.
- **From EU and EEA countries:** A residence permit is required to stay in Denmark for more than three months. This is applied for in Denmark upon arrival.
- **Other nationalities:** MUST have their residence permit secured before leaving their home country. If their citizenship allows them to travel visa-free to Denmark they may apply for the residence permit upon arrival to Denmark”

CBS will e-mail the necessary application forms to each student. For more information please see [newtodenmark.dk](http://newtodenmark.dk) on how to apply.

## STUDENT SERVICES AND FACILITIES

Please visit our [Anticipating Arrival Guide](#) for information about our:

- Introduction week
- Buddy program and exchange social program
- Student facilities
- Living expenses

## HOUSING

CBS has a limited amount of housing for incoming students. Therefore, the Housing Department facilitates a private housing option as supplement to dorm accommodation.

Private housing is only available in the fall semester.

### APPLICATION FOR HOUSING

Application is made online. Precise dates will be announced to the nominated students via e-mailed and online at: [cbs.dk/housing](http://cbs.dk/housing).

## DEADLINES

### NOMINATION FROM UNIVERSITY:

Fall/full year: 15 April 2021

Spring: 15 October 2021

### EXCHANGE APPLICATION:

Fall/full year: late April 2021

Spring: late October 2021

### COURSE SELECTION:

Fall/full year: late April 2021

Spring: late October 2021

### ACCOMMODATION APPLICATION:

Fall semester: late May

Spring semester: mid - November



# INTERNATIONAL SUMMER UNIVERSITY

The International Summer University Program (ISUP) is research-based and designed to meet the lifelong learning and leadership development needs of the students. Every year, around 2300 students representing more than 60 different nationalities join us for 3 or 6 intensive weeks. It is an international summer experience!

## COURSES

ISUP offers approximately 50 English taught courses carried out by international and local faculty members.

Three or five weeks of intense studying are followed by a one week exam period. At ISUP there are two exam formats; home project assignment written in parallel with the course, and 4 hour home assignment.

Students can take up to two 7.5 ECTS courses (15 ECTS in total). This is equal to half a semester's full course load at CBS.

More information on ISUP course offer is found under [International Summer University - Courses and Exams](#).

## NOMINATION PROCEDURE

All exchange students must be formally nominated by their home university. The home coordinator must fill out a CBS nomination form and e-mail this to the ISUP Coordinator at [isup@cbs.dk](mailto:isup@cbs.dk) by the deadline.

## APPLICATION PROCEDURE

Nominated exchange students will receive an e-mail from CBS with further instructions on how to apply.

The following documents must be submitted as PDF files via the online registration flow:

- Updated university transcript
- Copy of passport (photo page only)

**NB!** Students nominated to ISUP 2021 are counted into the exchange balance for the academic year 2020/2021

## ISUP 2021 (JUNE - AUGUST)

### ARRIVAL DATE:

19 June

### WELCOME DAY FOR STUDENTS:

20 June

### INTRODUCTION DAY FOR STUDENTS:

21 June

### CLASSES START:

22 June

### EXAM PERIOD:

Home assignments written in parallel with the course: 22 June - 30 July 2021 (22 June - 9 July 2021 for short courses)  
4 hour home assignment: 26 July - 30 July 2021

### RETAKE EXAMS:

20-30 September 2021 (first retake) and 22-25 November 2021 (second retake)

### LATEST HOUSING DEPARTURE DATE:

31 July 2021

### DEADLINES:

Nomination deadline: 17 February 2021  
Online application and course selection: 18 February 2021 at 12:00/noon - 16 March 2021 at 23:59 (CET)  
Accommodation application: Mid-April via online application. Precise dates will be announced via email and online at: [cbs.dk/housing](https://cbs.dk/housing)

## VISA REQUIREMENTS

Students may need to apply for a short term Schengen visa depending on their nationality. Students should visit the website of their local Danish consulate for more information.

# CBS INTERNATIONAL OFFICE

**ADDRESS:** Porcelaenshaven 18A,  
DK-2000 Frederiksberg

**PHONE:** +45 3815 3006 (Reception)  
**EMAIL:** [rec.intoff@cbs.dk](mailto:rec.intoff@cbs.dk)

**ERASMUS CODE:** DK KOBENHA05  
**PIC CODE:** 998706666

## MANAGEMENT

### MR. NIELS HENRIK LARSEN

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## OUTBOUND & CONTRACT MANAGEMENT

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### MR. JESPER HOEGH MADSEN

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## INBOUND

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## DOUBLE DEGREE & CEMS

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### MS. Wafa EL MOUMI NIELSEN

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## ISUP

### ASSOC. PROF. MARTIN JES IVERSEN

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Academic ISUP questions

### MS. EDITA ARLAUSKAITE

International Program Manager  
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Administrative ISUP questions & partner  
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### GENERAL ISUP INQUIRIES

General inquiries, nominations and  
application questions to: [isup@cbs.dk](mailto:isup@cbs.dk)

## HOUSING

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