

REGULATIONS¹

governing the admission of applicants with foreign university entrance qualifications to the University of St.Gallen (Admission Regulations [AR])

of 2 November 2015

Pursuant to Art. 30^{bis} and Art. 31(1)(b) of the University of St.Gallen Act of 26 May 1988 [No. 217.11, Consolidated Statute Book of the Canton of St.Gallen, UA], and Art. 69(2) and Art. 72 of the University Statutes of 25 October 2010 [No. 217.15, Consolidated Statute Book of the Canton of St.Gallen, US]

the Board of Governors of the University of St.Gallen

hereby issues the following Regulations:

I. General provisions

Art. 1. ¹These Regulations govern the admission of

- a) foreign nationals who apply for a degree course at the Bachelor's or Master's Level on the basis of a fully recognised foreign university entrance qualification or equivalent qualifications;
- b) foreign nationals and other persons named in Art. 4 who apply for a degree course of the Bachelor's Level on the basis of a partially recognised foreign university entrance qualification or equivalent qualifications;
- c) foreign nationals who apply for doctoral studies on the basis of recognised foreign qualifications.

²Foreign applicants shall be applicants who are not citizens of either Switzerland or the Principality of Liechtenstein.

³The recognition of university entrance qualifications and work handed in and examinations passed at other universities shall be governed by the applicable international treaties and on the basis of the admission guidelines and provisions issued by the Rectors' Conference of the Swiss Universities (swissuniversities) and the University of St.Gallen.

Art. 2. ¹Special admission procedures shall be conducted for foreign applicants.

²The proportion of foreign students shall be limited. The University's Board of Governors shall regulate concrete details.²

Scope of application

- a) Admission with fully recognised university entrance certificate
- b) Admission with partially recognised university entrance certificate

Special admission procedures

¹ Pursuant to Art. 123 of the University Statutes of 25 October 2010 (No. 217.15, Consolidated Statute Book of the Canton of St.Gallen), only the German version of these regulations shall be legally binding.

² Art. 30^{bis}(3) UA.

³The University of St.Gallen shall not be obliged to admit foreign applicants.

Art. 3. The following applicants shall be exempt from special admission procedures:

- a) applicants who hold a Swiss university entrance qualification (*Maturitätszeugnis*) or equivalent Swiss qualifications;
- b) applicants who hold a Liechtenstein university entrance qualification (*Maturitätszeugnis*);
- c) applicants who hold a C type residence permit (settlement permit);
- d) applicants who hold a degree from a Swiss university;
- e) applicants who study as guest students at the University of St.Gallen for a limited period of time and without the right to obtain a degree from the University of St.Gallen;
- f) applicants who apply for a Master's programme with specialised admission procedures; Art. 12(2) below shall be applicable;
- g) applicants who apply for doctoral studies at the University of St.Gallen.

Exemptions from special admission procedures

²The Board of Governors may designate further exemptions.

Art. 4. Applicants in accordance with Art. 1(b) above, as well as Swiss and Liechtenstein nationals and foreign nationals in accordance with 3(1)(c) with a partially recognised university entrance qualification, shall have to pass the admission test jointly run by the Swiss universities for students with foreign pre-university qualifications (ECUS – supplementary examination for Swiss universities). The diploma they are awarded shall be deemed to be equivalent to Swiss qualifications in accordance with Art. 3(1)(a).

Admission with a partially recognised university entrance qualification

II. Determination of the number of student places

Art. 5. ¹The number of places available to foreign students shall be limited pursuant to Art. 2 above.

²The reference day for the determination of the number of student places for foreign applicants shall be 1 July.

³On the reference day, it shall be determined how many foreign applicants may be admitted through the admission test in accordance with Art. 8(1)(a) below and through internationally recognised academic aptitude tests in accordance with Art. 10 below.

Determination of the number of places for foreign students

Art. 6. ¹The Senate Committee may provide that a certain proportion of the student places available to foreign students has to be allocated to the Bachelor's Level (Assessment Year and Bachelor studies) and to individual Master's programmes.

Contingent for foreigners at the Bachelor's and Master's Levels

III. Special admission procedure

a. Bachelor's Level

Art. 7. ¹Applicants who apply for the Bachelor's Level (Assessment Year and Bachelor studies) in accordance with Art. 1(1)(a) above shall sit an academic aptitude test.

Admission procedure at the Bachelor's Level

Art. 8. ¹The following tests shall be recognised as academic aptitude tests:

Recognised academic aptitude tests

a) the admission test for foreign applicants of the University of St.Gallen.

b) internationally recognised academic aptitude tests.

²The Senate Committee shall issue implementation provisions concerning the structure, organisation and execution of the admission test pursuant to Art. 8(1)(a) and shall designate the tests in accordance with Art. 8(1)(b).

³Foreign applicants for the Bachelor's Level (Assessment Year and Bachelor studies) who have their legal residence within the European area³ at the point in time at which they are awarded their university entrance qualification shall sit the test in accordance with Art. 8(1)(a).

⁴Foreign applicants for the Bachelor's Level (Assessment Year and Bachelor studies) who have their legal residence outside the European area at the point in time at which they are awarded their university entrance qualification may sit the test in accordance with Art. 8(1)(a) or (b).

Art. 9. ¹The Dean of Studies may, in consultation with the Vice-President, Teaching, define the minimum score of the internationally recognised academic aptitude tests pursuant to Art. 8(1)(b) above which is necessary for an application to be considered.

Minimum application requirements

Art. 10. ¹On the day of the admission test, the results achieved in the internationally recognised academic aptitude tests pursuant to Art. 8(1)(b) above shall be converted to the scale of the admission test pursuant to Art. 8(1)(a), and the Dean of Studies shall determine the scores with which applicants who have set an internationally recognised academic aptitude test may be admitted to studies at the Bachelor's Level (Assessment Year and Bachelor studies) at the University of St.Gallen.

Decision
a) Conversion of the test scores

Art. 11. ¹The Dean of Studies may, in consultation with the Vice-President, Teaching, define the minimum score which particularly gifted applicants have to achieve in the test results of an internationally recognised academic aptitude test to gain early admission to studies at the Bachelor's Level (Assessment Year and Bachelor studies).

b) Early admission

b. Master's Level

Art. 12. ¹Applicants who apply for a Master's programme in accordance with Art. 1(1)(a) shall be selected *sur dossier*. The Senate Committee shall issue implementation provisions.

Admission procedure at the Master's Level

²Selection procedures for admission to a Master's programme with a specialised admission procedure shall be governed by the individual admission regulations issued by the Senate Committee.

VI. Legal protection

Art. 13. ¹Appeals against decisions may be lodged with the Appeal Commission.

Appeal

²Appeals against the Appeal Commission's decision may be lodged with the Board of Governors.

³ The term "European area" shall denote all the countries which are members of the European Council, as well as Belarus.

³The procedure shall be governed by the Administrative Procedure Act⁴.

V. Final provisions

Art. 14. ¹These Regulations shall come into effect as from 1 October 2015.

Effective date

Art. 15. ¹Applicants who enrol for a degree course at the University of St.Gallen that begins in Spring Semester 2016 shall continue to be subject to the Regulations of 8 June 2012 until 1 August 2016.

Transitional law

Art. 16. ¹The Regulations governing the admission of applicants with a foreign secondary school leaving certificate to the University of St.Gallen (Admission Regulations [AR]) of 8 June 2012 shall be repealed as from 1 August 2016.

Repeal of previous law

On behalf of the Board of Governors of the University:

The Chairman:
Stefan Kölliker, Minister of Education

The General Counsel:
lic.iur. Hildegard Kölliker, General Counsel

⁴ No. 951.1, Consolidated Statute Book of the Canton of St.Gallen.