



**HTW Chur**

Hochschule für Technik und Wirtschaft  
University of Applied Sciences

# Application Form

**Bachelor of Science FHO in Tourism**

## How did you hear about HTW Chur?

- HTW Chur Website       Another website       A school       A teacher  
 A student       Education Fair       Press       Advertisement

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## Personal Data (Please use capital letters, all information will be treated confidentially)

Ms       Mr      Title \_\_\_\_\_  
Family name \_\_\_\_\_ First name \_\_\_\_\_  
Place of birth (City/Town) \_\_\_\_\_ Place of Birth (Country) \_\_\_\_\_  
Date of Birth (DD/MM/YY) \_\_\_\_\_ Marital Status \_\_\_\_\_  
Nationality \_\_\_\_\_ E-Mail \_\_\_\_\_

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## Home Address

Street, Number \_\_\_\_\_ City/Town \_\_\_\_\_  
Post Code \_\_\_\_\_ Country \_\_\_\_\_  
Tel. Country Code \_\_\_\_\_ Area Code \_\_\_\_\_ Number \_\_\_\_\_  
Fax Country Code \_\_\_\_\_ Area Code \_\_\_\_\_ Number \_\_\_\_\_

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## Local Swiss Address (if applicable)

Street, Number \_\_\_\_\_ City/Town \_\_\_\_\_  
Post Code \_\_\_\_\_ Country \_\_\_\_\_  
Tel. Country Code \_\_\_\_\_ Area Code \_\_\_\_\_ Number \_\_\_\_\_  
Fax Country Code \_\_\_\_\_ Area Code \_\_\_\_\_ Number \_\_\_\_\_

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## Identification

Passport Number \_\_\_\_\_ Date of Issue \_\_\_\_\_  
Place of Issue \_\_\_\_\_ Valid until \_\_\_\_\_

## Education & Qualifications

Please list all colleges and universities you have attended, if applicable:

Year	Name of college/ university	Major	Country	Language(s) of Instruction	Degree awarded
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Please list all secondary institutions you have attended, starting with the most recent:

Year	Name of school	Major	Country	Language(s) of Instruction	Diploma awarded
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Secondary Diploma

- Swiss Matura     
  French Baccalauréat     
  German Abitur     
  Italian Maturità  
 UK-A-Levels (3 subjects)     
  US High School Diploma  
 Chinese Senior School Graduation Diploma plus university entrance examination  
 Indian Senior Secondary School Certificate     
  Korean High School Diploma plus SAECE results  
 Other: \_\_\_\_\_

## Language Evaluation

Mother Tongue \_\_\_\_\_

### Proof of English Language Skill

- Test of English as a Foreign Language (TOEFL)      Date of Test \_\_\_\_\_ Score \_\_\_\_\_  
 (DD/MM/YY)  
 Cambridge Advanced Certificate in English      Date of Test \_\_\_\_\_ Grade \_\_\_\_\_  
 (DD/MM/YY)  
 International English Language Testing System (IELTS)      Date of Test \_\_\_\_\_ Grade \_\_\_\_\_  
 (DD/MM/YY)  
 I have attended a secondary school at which at least 5 years of instruction were in English.

### Other languages

Language	Fluent	Good	Basic
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Work Evaluation

Date (from-to)	Sector	City/Country	Position/Function
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Extra Activities/Volunteer experience:

Date (from-to)	Sector	City/Country	Position/Function
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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### Deadline for application is 30 April of the year in which the programme starts.

This is the official registration form for the bachelor's study programme. Conditions for the validity of your registration are the proof of receipt of your transfer of the registration fee and our receipt of the requested documents.

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### Application Checklist (to be submitted with the application)

Before submitting your application, please use this check list to make sure you have included all necessary documents. Please note that an application without complete documentation will not be processed further in the HTW Chur Admissions office.

- Completed and signed application form
- Curriculum vitae
- Statement of purpose (*personal attributes, personal motive for joining the bachelor's program at the HTW Chur, and the professional goals*)
- One passport photo (high resolution)
- Certified copy of your secondary school final exam results/university entrance exam results (*Please note: If your exam results are not in English or German, please enclose a professional and certified translation.*)
- Certified copy of your secondary school diploma (*Please note: If your diploma is not in English or German, please enclose a professional and certified translation.*)
- Proof of English Language Skill (*If you are submitting TOEFL, Cambridge or IELTS examination results, please have the scores sent directly to HTW Chur.*)
  - Test of English as a Foreign Language (TOEFL)
  - Cambridge Advanced Certificate in English
  - International English Language Testing System (IELTS)
- Copy of any employment letters

## Terms and Conditions

### Acceptance to the Study Program

The admission conditions as per Art. 5 of the Swiss Federal Law on Universities of Applied Sciences (Fachhochschulgesetz, FHSG) apply. In this way, the following students will be admitted to part and full time study courses without an entry test: Prospective students with one of the following diplomas of school certificates: Swiss Matura, German Abitur, French Baccalauréat, UK A-Levels (3), Russian Certificate of Secondary Complete General Education, US High School Diploma, or equivalent diploma of secondary education fulfilling university admission requirements in the country where secondary education was completed. Additionally twelve month's documented work experience in a commercial or tourism business must be proved. A good knowledge of English, both spoken and written is a precondition. If the applicant is a non-native speaker of English, his or her English language ability must be documented by having successfully completed a TOEFL (Test of English as a Foreign Language Testing System), or an equivalent proof of English Language ability. Please note: Each application is evaluated on its own merit. In exceptional cases, a given entry requirement as specified above may be waived.

### Deposit and Application Fee

Once the student has received the formal Letter of Acceptance from the school, the student is required to pay a partially refundable deposit of CHF 3,000.00 which amount includes a non-refundable application fee of CHF 300.00\* To render payment, please ask your bank to effect an electronic transfer to the following bank account:

Graubündner Kantonalbank, Acc.-No. CK 362.669.500  
Clearing-No. 774  
SWIFT-Code GRKBCH2270A  
IBAN: CH88 0077 4110 3626 6950 0  
Hochschule für Technik und Wirtschaft, Comercialstrasse 22, CH-7000 Chur

### Costs of the program

Swiss cantonal legislation applies for determination of study fees. In this way, the semester fee for students with place of residence in Switzerland or the Principality of Liechtenstein is CHF 700.- (subject to change). In addition, the following fees will be charged each semester: CHF 110.- for copies/material; CHF 150.- for modular (term) exams. Students from EU/EFTA states as well as students from outside the EU/EFTA states should request information about current study fees from the student administration office.

\* Tuition fees and deposit must be paid in full prior the start of the given semester.

### Teaching materials

Purchase of an private, high-performance, WLAN-compatible laptop by each student is a prerequisite for all study courses.

### Declaration

Written assignments for all study courses must be concluded with a dated and personally signed declaration that the work is independent work written by the student and that only admissible aides and no other sources than those given have been used. All passages which have been taken literally or analogously from other sources must be marked as such. The student declares himself to be aware that if this is not the case, the executive board of the university of applied sciences is entitled to rescind any qualifications awarded or at titles bestowed based on the work submitted.

### Copyrights

With their enrolment, students relinquish any rights to copyright protected work, which they may create within the framework of their studies, to the University of Applied Sciences, HTW Chur.

The HTW Chur is has the right to administrate and make use of all copyright protected student work and, within the framework of a cooperation, to grant rights to third parties. If no use is made of this right, the student can demand reassignment of his rights after completion of his study course.

When using the work and granting rights to third parties, the interests of the student involved must be given suitable consideration. If a profit is achieved the HTW Chur is committed to agree on an appropriate compensation with the student.

### Liability

"Comprehensive and appropriate insurance (health, accident, general and personal liability) is the student's personal responsibility. HTW Chur disclaims any liability in the event that the given student is either not insured, or is inadequately insured."

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I herewith bindingly register to study at the University of Applied Sciences HTW Chur. I declare myself to be in agreement with the conditions given above and in particular with the conditions regarding admission, study fees to be paid by me, relinquishment of copyright and personal liability.

Date \_\_\_\_\_

Signature \_\_\_\_\_

Please send the complete application package to the following address:

**HTW** Chur Hochschule für Technik und Wirtschaft  
Nicole Massüger  
Comercialstrasse 22  
CH-7000 Chur  
Switzerland