

APPLICATION PACKAGE

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STARTING DATES

2021

- Winter: 11 January - 26 March
- 8 February - 26 March (only available for the MBA program)
- Spring: 5 April - 18 June (only available for the MIB program)
- Summer: 5 July - 17 September
- Fall: 4 October - 17 December

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APPLY ONLINE

ENTRY REQUIREMENTS AND FEES

All prices are quoted in Swiss Francs (CHF)

BACHELOR OF BUSINESS ADMINISTRATION IN HOSPITALITY MANAGEMENT AWARDED BY NORTHWOOD UNIVERSITY

BACHELOR OF BUSINESS ADMINISTRATION IN HOSPITALITY MANAGEMENT (WITH SPECIALIZATION) BY HOTEL INSTITUTE MONTREUX

ENTRY REQUIREMENTS

- › Completed secondary school education (IB Diploma, IBCP Diploma**, Maturité, Abitur, French Bac, 2 A-levels, high school diploma or equivalent)
- › English language proficiency of TOEFL iBT 55 or IELTS 5.5 or equivalent¹
- › Recommended minimum age of 18 years²

Direct entry into the second and third year may be possible for students with appropriate academic qualifications. Direct entry to the final year of the Bachelor degree should have a Higher Diploma in a relevant field and English level equivalent to TOEFL iBT 65 or IELTS 5.5 (Bridging or complementary courses might be required).

**Direct Entry options may be available for IBCP Candidates.

For further details or an individual assessment, please kindly contact ibcp@swisseducation.com.

Students who do not have the required English level will be advised to join the English Foundation Programme (Please refer to page 4 for further Information)

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FEES

Intakes:

January/July/October 2021

DURATION OF STUDY		TUITION/ACCOMMODATION/MEALS ⁴	ADDITIONAL CHARGES	SECURITY DEPOSIT	TOTAL	TOTAL PER YEAR	QUALIFICATION
Year 1	Term 1	16,900.–	2,360.–	1,500.–	20,760.–	58,440.–	-
	Term 2	16,900.–	1,940.–	-	18,840.–		
	Term 3	16,900.–	1,940.–	-	18,840.–		
Year 2	Internship ³	-	-	-	-	43,780.–	Swiss Diploma
	Term 4	19,950.–	1,940.–	-	21,890.–		
	Term 5	19,950.–	1,940.–	-	21,890.–		
Year 3	Internship ³	-	-	-	-	43,780.–	Higher Diploma Bachelor Degree
	Term 6	19,950.–	1,940.–	-	21,890.–		
	Term 7	19,950.–	1,940.–	-	21,890.–		
TOTAL						146,000.–	

For preferential pricing options, please ask your local representative.

¹ Please note that if you require a visa, Swiss authorities need to be provided with a valid TOEFL or IELTS score (not older than one year).

² Please note that students must be 18 years of age to commence an industry internship.

³ Minimum monthly gross salary during a four to six-month internship in Switzerland: CHF 2,212.–

⁴ During term breaks, and Christmas break, accommodation and meals are not included.

MASTER OF BUSINESS ADMINISTRATION

ENTRY REQUIREMENTS

- › Bachelor's Degree in any discipline with minimum CGPA 3.0
- › English language proficiency of TOEFL iBT 78-87 or IELTS 6.5 or equivalent¹
- › Recommended minimum age of 21 years

FEES

Intakes: February/July 2021

STUDY PLAN	TUITION	ACCOMMODATION/MEALS (OPTIONAL)*	ADDITIONAL CHARGES	SECURITY DEPOSIT	TOTAL	QUALIFICATION
HIM Onsite	29,700.–	6,500.–	3,700.–	1,500.–	41,400.–	Master of Business Administration
Internship ²						
Northwood University Online						

*Accommodation & meals package may be purchased as an optional extra. During term breaks, and Christmas break, accommodation and meals are not included.

MASTER OF INTERNATIONAL BUSINESS HOSPITALITY BUSINESS MANAGEMENT (WITH SPECIALIZATION)

ENTRY REQUIREMENTS

- › Successful completion of the Postgraduate Diploma from any Swiss Education Group school (with internship)³
OR
- › A Recognised bachelor's degree in Hotel Management (or related discipline)⁴
OR
- › A Recognised bachelor's degree in any discipline and a minimum of 6 months hospitality work experience or related field
OR
- › No Bachelor's degree but a minimum of three years hospitality work experience in a supervisory position
- › English language proficiency of TOEFL iBT 55 or IELTS 5.5 or equivalent¹
- › Recommended minimum age of 21 years

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Mature applicants with over 5 years supervisory/managerial work experience, may be considered without higher education qualifications.

Students who do not have the required English level will be advised to join the English Foundation Programme (Please refer to page 4 for further Information)

Please contact us to provide you with an individual assessment should your qualifications not exactly meet the above requirements.

FEES

Intakes: January/April/July/October 2021

DURATION OF STUDY	TUITION/ACCOMMODATION/MEALS ⁶	ADDITIONAL CHARGES	SECURITY DEPOSIT	TOTAL	TOTAL PER YEAR	QUALIFICATION
Year 1	Term 1	17,700.–	2,360.–	1,500.–	21,560.–	Master of International Business
	Term 2	20,200.–	1,940.–	-	22,140.–	
	Field Trip ⁵	Included ⁵	-	-	-	
	Internship ³	-	-	-	-	

¹ Please note that if you require a visa, Swiss authorities need to be provided with a valid TOEFL or IELTS score (not older than one year).

² Optional: Work placement worldwide or in Switzerland (minimum gross monthly salary in Switzerland: CHF 2,212.–)

³ Minimum monthly gross salary during a four to six-month internship in Switzerland: CHF 2,212.–

⁴ Applications from Culinary Arts Academy Switzerland would be assessed on a case-by-case basis.

⁵ Includes Transportation and accommodation as well as 2 meals a day (breakfast and lunch).

⁶ During term breaks, and Christmas break, accommodation and meals are not included.

ENGLISH FOUNDATION PROGRAMME

The English Foundation Programme offered by Swiss Education Group takes place on the Hotel Institute Montreux campus throughout the year in 4-week blocks. Students may enter the course at any point and must complete a minimum of four and a maximum of 12 weeks.

Student's English level will be tested upon arrival using the Oxford Online Placement Test (OOPT) in order to place students in the appropriate class level. The length of the course depends on each student's personal English level and motivation, with the objective of achieving the required score to enter the desired study course.

OOPT SCORE ON ARRIVAL	ESTIMATED DURATION FOR ADMISSION	
	BACHELOR'S PROGRAMME	MASTER'S PROGRAMME
50-60	-	4 weeks
40-50	-	12 weeks
45-50	4 weeks	-
40-45	12 weeks	-
1-39	A minimum score of 40 is required to attend the English Foundation Programme	

FEES

CHF 950.– per week (including tuition, accommodation and meals)

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INCLUDED IN THE FEES

TUITION

Tuition fees are based on the standard number of study credits required for each course and reductions are offered for early payment.

Special Conditions: A reduction of 4% is available to all students who pay their fees in full 90 days prior to the start of each term. The reduction of 4% is also available to students who pay three terms or more in advance. Swiss students and permanent residents of Switzerland are eligible for a reduced fee structure. For more information please contact the admissions office.

ACCOMMODATION

The fees include accommodation in double standard rooms.

Alternative options are available and are listed in the table on page 6.

Rooms are cleaned every other week by the housekeeping department. Bed linen and towels are provided.

All rooms are non-smoking.

For special requests, full fees have to be paid (allocated on a first paid, first served basis).

During term breaks, and Christmas break, accommodation is not included.

MEALS

All meals are included in the fees. Breakfast, lunch and dinner from Monday to Friday; brunch and dinner on weekends. Students can choose to eat in any of the food outlets on campus.

During term breaks, and Christmas break, meals are not included.

INCLUDED IN THE ADDITIONAL CHARGES

ARRIVAL IN SWITZERLAND

- › Enrollment fees
- › Welcome desk at the airport
- › Induction weekend
- › Residence permit
- › Swiss residency taxes
- › Swiss VAT taxes
- › School uniform (Term 1 to 5 Bachelor students only)
- › Student card

ACADEMICS

- › iPad
- › Teaching material
- › Academic guidance
- › Study adviser
- › Library access
- › Wireless Internet connection
- › Graduation and official certificate

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INSURANCE AND SOCIAL ASSISTANCE

- › Health insurance (during academic term)
- › Student counselor
- › World private civil liability plan

INTERNSHIP AND CAREER SERVICES

- › Internship placement/assistance
- › Internship preparation and report
- › Participation in the International Recruitment Forum
- › Career guidance

LEISURE

- › Use of campus recreational facilities
- › Sightseeing or professional excursion

AFTER GRADUATION AND ALUMNI SERVICES

- › Swiss Education Group alumni network membership
- › Alumni services

For full details visit www.him.ch

Additional charges only apply to Bachelor and Master's programs.

OPTIONAL EXTRAS

ROOM EXTRAS

FEES

Per term

Double standard room	Included in the fees
Double deluxe room	1,520.–
Single standard room	2,150.–
Single deluxe room	3,250.–

Double and single premium rooms are only available to 3rd year Bachelor students and Master's students.

SECURITY DEPOSIT

A security deposit of CHF 1,500.- is required by all applicants. The monthly health insurance premiums during internships (CHF 140.- per month) as well as any damage / loss of school property by students will be deducted from the security deposit.

The outstanding amount of the deposit will be refunded 6 months after the end of the last academic term. For students doing a last internship, following their final academic term, they will receive the reimbursement 3 months after the completion of their internship.

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Further information about expenses are available upon request.

APPLICATION PROCEDURE

*Applications can be made online through the school's website, or by e-mail.
Please ensure all relevant documents are uploaded or attached.*

Students from Europe/Africa/
Middle East:

Students from North America /
Latin America:

Students from Asia/Pacific:

Tel. +41 21 965 40 20
Fax +41 41 965 40 30

Tel. +55 61 303 796 33
Fax +55 61 303 796 33

Tel. +65 67 387 025
Fax +65 62 388 148

E-mail:
admissions_emea@swisseducation.com

E-mail:
admissions_americas@swisseducation.com

E-mail:
admissions_apac@swisseducation.com

STEP 1

APPLICATION FORM

Please complete the online application form* and upload with the following documents:

- › High-school/university certificates/transcripts
- › Proof of English proficiency (TOEFL or IELTS or equivalent)
- › Completed Statement of Health document
- › Signed Conditions document
- › Copy of passport
- › Four passport-size photographs (3x4 cm – required upon arrival in Switzerland)
- › Curriculum vitae (résumé)
- › Motivation letter
- › Work reference letters (if available)

Copies of official documents are accepted however original documents may be requested.

Missing documents will be noted on the provisional letter of acceptance.

Information about any missing documents should be given to the admissions office at the time of application.

If you are in contact with a local representative, he or she will be able to help with this process.

N.B. All documents must be translated into English and stamped by an official translator.

*Please note that an additional fee of CHF100.- will be charged for all non online portal applications

APPLY ONLINE

STEP 2

PROVISIONAL ACCEPTANCE

If the application is successful and the requested course is still available, the provisional letter of acceptance will be sent within one week. The confirmation fee must be paid within 30 days:

- › Confirmation fee: CHF 3,000.–
- › Cancellation insurance: CHF 290.– (please refer to the general conditions for details)

Full bank details will be indicated in the provisional letter of acceptance. If the letter is received six weeks or less before the starting date, full fees should be transferred immediately.

If the confirmation fee is not paid on time the place in the course is not guaranteed. If the above payment cannot be made by the deadline set, please contact the regional admissions office to request an extension.

The paid confirmation fee will be applied toward the first term fees.

N.B. Any special room requests can only be confirmed once full payment is received.

STEP 3

ACCEPTANCE AND VISA

The letter of acceptance will be issued upon receipt of the payment of the confirmation fee. This letter and the receipt of the confirmation fee payment are necessary to apply for the student visa (if required).

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For many non-European countries a student visa application has to be submitted at the nearest Swiss Embassy/Consulate where details will be given for each particular situation. This usually takes up to 12 weeks to process. The local representative (if applicable) will also have full details of the visa application procedures. At the earliest students can collect their visa 10 days before the start of the course. Please note: to request a visa, Swiss authorities need to be provided with a valid TOEFL or IELTS score.

Swiss authorities require advance payment of the tuition fees (one or two terms) in some countries in order to receive a visa. Contact the admissions office for more information. Neither the school nor its representatives have any jurisdiction over decisions concerning visa applications. All decisions are made by the relevant Swiss authorities.

The balance of the school fees must reach the school's account no later than six weeks before arrival.

Once a place is confirmed, students will receive detailed information for arrival at the school. For any additional information, please do not hesitate to contact the admissions office.

N.B. Hotel Institute Montreux reserves the right to modify the application procedures when necessary. Applicants will be notified immediately should any changes take place.

APPLICATION FORM

Complete the online application or alternatively, complete the application form and ensure that it is signed and dated before sending it with the required documents to the regional admissions office mentioned on page seven of the application package.

Documents to be sent with the application form:

- › High-school certificate/transcripts
- › University certificate/transcripts (if applicable)
- › Proof of English proficiency (e.g. TOEFL, IELTS, etc.)
- › Curriculum vitae
- › Motivation letter
- › Work reference letters (if available)
- › Copy of passport
- › Four passport-size photographs (3x4 cm)
- › Statement of health (page 11 of the application package)

FOR WHICH PROGRAM ARE YOU APPLYING?

BACHELOR

- Bachelor of Business Administration in Hospitality Management awarded by Northwood University/ Bachelor of Business Administration in Hospitality Management (with specialization)

MBA

- Master of Business Administration awarded by Northwood University

MIB

- Master of International Business in Hospitality Business Management (with specialization)

Please choose your specialization:

- Financial Analysis & Wealth Management
- Human Capital & Development
- Luxury Brand Management
- Management for the Senior Living Industry
- Franchise Business Management

ENGLISH PROGRAMME

- English Foundation Programme*:
- 4 weeks
- 12 weeks

* Refer to page four for further information about the required length of the English Foundation Programme

STARTING DATES

- 2021** 11 January 5 April 5 July 4 October

PLEASE COMPLETE IN CAPITAL LETTERS

Student: Gender M F

Family name(s) First name(s)

Date of birth (DD/MM/YYYY) City of birth

Country of birth Marital status Nationality

House no./street Postcode Town

Country E-mail

Mobile phone Telephone

I am not sponsored by my parents/guardian nor by any other party, and will fully finance my studies by myself.

Parents, guardian or sponsor (if applicable):

Father's name(s) Father's first name(s)

Mother's maiden name(s) Mother's first name(s)

Guardian or sponsor (family name and first name) Mr/Mrs

Occupation House no./street

Postcode Town Country

Telephone E-mail

EDUCATION I am transferring from a partner university (specify).....

Schools attended (including culinary schools or universities if applicable)

Name	Town	From/To	Qualification Obtained

LANGUAGE KNOWLEDGE	(fluent/good/basic)	Spoken			Written			Reading					
TOEFL/IELTS score													
Mother tongue													
Others													

LANGUAGE SELECTION (Bachelor's degree; language is optional for Master's degree)

French German Spanish Mandarin

Spanish can only be taken if French and German are already spoken. Mandarin is for second-year students, only if French and German are already spoken.

PREVIOUS PROFESSIONAL EXPERIENCE (Please attach copies of work reference letters – previous three only)

Employer	Town	From/To	Position

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ACCOMMODATION REQUESTS

- Double standard room (included in the fees)
- Double deluxe room
- Single standard room
- Single deluxe room

Single standard and deluxe rooms are subject to availability (at an extra cost). If no preference is made, students will be informed of the room allocation upon arrival. Students who are allocated double room accommodation will receive a financial refund. Hotel Institute Montreux cannot guarantee that all requests can be met in full. Preference for room allocation is made for applicants on a first paid, first served basis. Accommodation may be allocated in different facilities subject to availability.

TRANSFER Optional bus transfer from Geneva Airport (CHF 175.– one way) I will arrange my own transportation

Comments:

CANCELLATION INSURANCE I do not wish to take the cancellation insurance (CHF 290.– per term).

VISA Should you require an entry visa to Switzerland, indicate the Swiss Embassy or Consulate closest to your hometown.

.....
 Hotel Institute Montreux representative (if applicable)

STATEMENT OF HEALTH

The following questions concerning your state of health must be answered completely and truthfully. Information concerning your health will be kept confidential. The school will not disclose this information to any third parties without your prior consent.

APPLICANT'S PERSONAL INFORMATION

Applicant's name: Male Female

Date of birth (DD/MM/YYYY):

APPLICANT'S HEALTH INFORMATION

Height: cm Weight: kg

Have you ever suffered or do you suffer from (please tick box accordingly):	YES	NO
Hepatitis B/C	<input type="radio"/>	<input type="radio"/>
Diabetes	<input type="radio"/>	<input type="radio"/>
Tuberculosis	<input type="radio"/>	<input type="radio"/>
Measles	<input type="radio"/>	<input type="radio"/>
Heart problems/conditions	<input type="radio"/>	<input type="radio"/>
Blood pressure disorders	<input type="radio"/>	<input type="radio"/>
Any neurological conditions (epilepsy, etc.)	<input type="radio"/>	<input type="radio"/>
Any mental conditions (psychological/psychiatric – depression, bipolar disorder, eating disorders)	<input type="radio"/>	<input type="radio"/>
Any substance dependency (alcohol, drugs, medicine, etc.)	<input type="radio"/>	<input type="radio"/>
Any learning difficulties (dyslexia, dyscalculia, ADHD, ADD, etc.)	<input type="radio"/>	<input type="radio"/>
Accident/disorder that may limit or hinder your ability to perform effectively in this demanding environment	<input type="radio"/>	<input type="radio"/>
Allergy to medicine or any other products	<input type="radio"/>	<input type="radio"/>
Are you at present under treatment by a doctor, chiropractor, therapist or any other medical specialist?	<input type="radio"/>	<input type="radio"/>
If yes, specify		
Please specify if you have any religious dietary restrictions or other special dietary requirements	<input type="radio"/>	<input type="radio"/>
.....		
For female applicants: are you pregnant? If yes, expected delivery date	<input type="radio"/>	<input type="radio"/>
Have you recently undergone any surgery? If yes, specify	<input type="radio"/>	<input type="radio"/>
Do you regularly use medication? If yes, specify	<input type="radio"/>	<input type="radio"/>

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If one or more questions have been answered with yes, please list in more detail below:

Illness, Disability, Medication, Allergy, etc.	Treatment Date	Treatment Terminated	Name and Address of Doctor or Hospital

COMMENTS / KNOWN CONDITIONS / LIMITATIONS

.....

.....

.....

In keeping with the Swiss Education Group policies regarding proactive health care, the Student Counselor in consultation with the student, parents, guardian or sponsor may request a student to undergo a medical check-up or mental health assessment at any time during her/his studies with agreed healthcare professionals.

The management reserves the right to withdraw a student from school if it is believed the internal health care support services are unable to meet the student's needs, or if the student does not follow external medical advice and/or guidance.

DECLARATION

I declare that the information I have given is true and correct. I certify that my general state of health, as well as both my physical and mental conditions are excellent and that I am not affected by any physical limitation, condition, infirmity or contagious disease. I can comply with the strict physical and psychological requirements of training for a profession in the hotel and tourism industry without risk or limitation, except as detailed above.

Signature/date If applicant is a minor, signature of guardian or sponsor

CONDITIONS

FEES

Fees are reviewed every January however can be subject to change at any time.

PAYMENTS

Payments can be made by bank transfer payable in Swiss francs to:
Hotel Institute Montreux – Banque Cantonale Vaudoise, Place St-François 14,
CP 300 1002
Acc. N°: C 5008.84.67 – IBAN code: CH76 0076 7000 C500 8846 7 –
SWIFT/BIC: BCVLCH2LXXX – Beneficiary: HIM Hotel Institute Montreux

CANCELLATION POLICY

1. CONFIRMATION FEE

- a. All students must pay a confirmation fee of CHF 3,000.– within 30 days of receiving the acceptance letter (hereafter called “confirmation fee”).
- b. This payment will ensure a place in the selected programme.
- c. This amount will be deducted from the total school fees (hereafter called “school fees”).

2. SCHOOL FEES

- a. Full school fees must be paid at least six weeks before the beginning of the term.
- b. This payment will confirm a place in the selected programme.

3. CANCELLATION INSURANCE

- a. All students have the option to purchase cancellation insurance at a cost of CHF 290.– per term.
- b. Payment of the cancellation insurance must be made at the same time as the confirmation fee.
- c. The cancellation insurance only covers a maximum of CHF 9,000.– per term. It is only valid for cancellation (during the term) for medical reasons (for the full details regarding the cancellation insurance please contact your school representative).

4. CANCELLATION

- a. Before the beginning of the term:
 - I. If a student cancels 8 weeks or more before the beginning of term they are entitled to a full refund of the school fees minus the confirmation fee which will be kept as a lump sum indemnity according to the article 160 of the Swiss Obligations' Code.
 - II. If a student cancels 4 to 8 weeks before the beginning of the term they are entitled to a refund of 50% of the amount paid minus the confirmation fee. The remaining is kept as lump sum indemnity.
 - III. If a student cancels 4 weeks or less before the beginning of the term the full school fees paid will be kept as a lump sum indemnity.
 - IV. The following exceptions apply (see point 4.c.):
 - b. During the term:
 - I. If a student cancels during the term the full fees paid for that particular term would be kept as a lump sum indemnity.

II. The following exceptions apply (see point 4.c.).

- c. Exceptions
 - I. If a student cancels before the beginning of the term for visa refusal reasons (proof is required) the full school fees paid will be refunded minus an administrative charge of CHF 250.–.
 - II. In case a student cancels during the term for medical reasons and the student has taken the cancellation insurance, they are entitled to a maximum refund of CHF 9,000.– per term (proof is required).
 - III. If a student cancels during the term for valid, exceptional, reasons (approved by SEG management) and wants to come back at a later intake, the full fees paid, which have not been “consumed”, will be transferred to the next term minus an administrative charge of CHF 250.–. This case will be treated as a deferral (see point 6.).

5. EXPULSION

- a. If a student is expelled for any reason, no refund will be processed. The full fees paid are kept as lump sum indemnity.
- b. Expelled students are not allowed to pursue their studies within any SEG school.

6. DEFERRAL

- a. If a student decides to defer their commencement date before the beginning of the term, full school fees paid will be transferred to the next intake. However, the student will have to pay the new published school fees.
- b. If the student, after deferring his studies decides to cancel, the full school fees paid will be kept as lump sum indemnity.

7. PAYMENT OF SEVERAL SEMESTERS/TERMS IN ADVANCE

- a. If a student has paid more than one term in advance and cancels before or during the first term then the above cancellation conditions apply. However the full fees paid for future terms will be refunded minus an administrative charge of CHF 250.–.

8. INFORMATION DUTY

- a. If the student is not the one paying for their school fees, they commit to inform the person in charge of doing so (parents, sponsors, agents, loan agencies...etc.) of the cancellation and payment conditions mentioned in this document. The student is

ONLINE PAYMENT

We provide a simplified online payment solution for our international students in partnership with Flywire. For more information, please refer to our website.

CURRENCY

Prices are quoted in Swiss francs and payment can only be made in this currency. Bank charges are not covered by the school.

also responsible of transmitting all payment/ school fee related matters to the person in charge of payments.
b. SEG cannot be held responsible if the student does not respect the above mentioned.

9. CANCELLATION POLICIES FOR BRIDGE COURSES, SUMMER SESSIONS, ENGLISH FOUNDATION PROGRAMME, RETAKES AND INDEPENDENT STUDIES

- a. If a student cancels 1 week or less before the beginning of the course, they are not entitled to any refund.
- b. If a student cancels 1 week or more before the beginning of the course the full fees paid will be refunded minus CHF 250.– administrative charge.

ACTIVITIES

Hotel Institute Montreux will not be held responsible for any extracurricular activities undertaken by students out of school hours.

APPLICABLE LAW

The legal relationships between Hotel Institute Montreux and the student are governed by Swiss substantive law, to the exclusion of conflict of law provisions thereof.

JURISDICTION

Any dispute between Hotel Institute Montreux and the student will be subject to the exclusive jurisdiction of the courts of Lausanne, Switzerland.

OTHER POINTS

Hotel Institute Montreux also reserves the right to alter dates, fees, curriculum or class hours without prior notice. A complete set of school rules and regulations will be provided on request. Furthermore, Hotel Institute Montreux reserves the right to use all images, videos and testimonials produced by the student (individually or within a group) or by Hotel Institute Montreux for the purpose of marketing and promotion, on-and-offline on a global scale. The agreement is irrevocable, worldwide and perpetual and is binding upon my heirs and assigns.

Hotel Institute Montreux reserves the right to disclose progress reports to the guardian, sponsor or appointed representative when it is considered beneficial to the student's progress.

DECLARATION

I declare that the information I have given is true and correct, and that I have read and agree with the conditions and accept the rules and regulations of Hotel Institute Montreux that are available upon request.

Signature of applicant/date:

Signature of parent, guardian or sponsor/date: (if applicant is minor or sponsored)

Should you be sponsored by parents/guardian or an external party, the sponsor may be contacted any time directly by the school for any financial matter.