

# UIBS



United  
International  
Business  
Schools

Attach recent  
passport-size  
photograph  
here.

## APPLICATION FORM

Please fill out this form in CAPITAL LETTERS.

### Personal details

First name(s) \_\_\_\_\_

Last name(s) \_\_\_\_\_

Gender female / male

Date of birth \_\_\_\_\_ (yyyy / mm / dd)

Place of birth \_\_\_\_\_ (city)

\_\_\_\_\_ (country)

Nationality 1 \_\_\_\_\_

Nationality 2 \_\_\_\_\_ (if applicable)

Passport/ID number \_\_\_\_\_

Marital status \_\_\_\_\_ (single / married)

E-mail address \_\_\_\_\_

Mobile phone number \_\_\_\_\_ (including country code)

Home phone number \_\_\_\_\_ (including country code)

Home address \_\_\_\_\_ (street, number, floor, box)

\_\_\_\_\_ (postal code, town/city)

\_\_\_\_\_ (province, country)

Mailing address \_\_\_\_\_ (if different from above)

\_\_\_\_\_

\_\_\_\_\_

Please indicate how you intend to finance your studies \_\_\_\_\_

Please indicate where or how you first heard about us \_\_\_\_\_

\_\_\_\_\_

REMOVE THIS PAGE FROM YOUR APPLICATION IF YOU ARE NOT APPLYING FOR ANY OF OUR UNDERGRADUATE PROGRAMS.

## UNDERGRADUATE PROGRAMS

### Available programs

- Undergraduate Foundation Program (+60 credits) (consult an admissions advisor prior to applying)
- ABS - Associate in Business Studies (90 credits) \*
- BBS - Bachelor in Business Studies (180 credits) \*
- BBA - Bachelor of Business Administration (180 credits) \* (choose major and minor)
- BA - Bachelor of Arts in Design Management (180 credits) \*
- BA - Bachelor of Arts in Fashion Management (180 credits) \*
- BA - Bachelor of Arts in Hospitality Management (180 credits) \*
- BA - Bachelor of Arts in Sports Management (180 credits) \*
- BA - Bachelor of Arts in Technology Management (180 credits) \*
- BA - Bachelor of Arts in Tourism Management (180 credits) \*
- Undergraduate Certificate in Business Studies (30 credits)
- Undergraduate Certificate in MINOR (30 credits) (choose minor)
- Undergraduate Diploma Program (30-60 credits) (choose minor) (consult an admissions advisor prior to applying)
- Customized Program (attach list of preferred courses)

\* international private undergraduate degree (Associate/Bachelor) awarded by the United International Business Schools organization's headquarters in Zurich, Switzerland, based on the recommendation of the faculty of the local campus where credits were earned

### Program options

- Bachelor with a Double Minor (180+20 credits) (choose any second minor)
- Bachelor with a Double Major (180+40 credits) (choose any second major)
- Dual Bachelor (180+60 credits) (choose any combination of two programs) (including those from ECLS.org)

### Undergraduate Majors

- Global Business
- Global Finance
- Global Entrepreneurship
- Global Marketing
- Global Economics

### Undergraduate Minors

- Asian Management \*
- European Management \*
- International Management
- Technology Management
- Business Communication
- Fashion Management \*
- Small Business Management
- Tourism Management \*
- Design Management \*
- Hospitality Management \*
- Sports Management \*

(\* not available at all campuses)

### Format

- Full-time with 15 credits per quarter
- Full-time with 20 credits per quarter
- Part-time at 10 or less credits per quarter

### Starting date

- October
  - January
  - April
  - July \*
  - November
  - February
  - May
  - August \*
- (\* not available at extension campuses)  
Year \_\_\_\_\_

### Starting campus

- Main Campus Antwerp
- Main Campus Madrid
- Extension Campus Amsterdam
- Extension Campus Milan
- Main Campus Barcelona
- Main Campus Zurich
- Extension Campus Geneva
- Main Campus Brussels
- Satellite Campus Tokyo
- Extension Campus Lausanne

### Transfer credits

- Indicate if you have previously completed courses at the undergraduate level at another school, college or university and are requesting the transfer of earned credits.

REMOVE THIS PAGE FROM YOUR APPLICATION IF YOU ARE NOT APPLYING FOR ANY OF OUR GRADUATE PROGRAMS.

## GRADUATE PROGRAMS

### Available programs

- Pre-Master Program (+30 credits) (consult an admissions advisor prior to applying)
- MBS - Master in Business Studies (60 credits) \* (choose optional specialization)
- MBA - Master of Business Administration (60 credits) \*
- MA - Master of Arts in Fashion Management (60 credits) \* (Amsterdam, Antwerp, Barcelona, Tokyo only)
- MA - Master of Arts in Human Resource Management (60 credits) \*
- MA - Master of Arts in Marketing Management (60 credits) \*
- MS - Master of Science in Financial Management (60 credits) \*
- MS - Master of Science in Operations Management (60 credits) \*
- Graduate Certificate in Business Studies (12 credits)
- Graduate Certificate in Fashion Management (12 credits) (Amsterdam, Antwerp, Barcelona, Tokyo only)
- Graduate Certificate in Financial Management (12 credits)
- Graduate Certificate in Human Resource Management (12 credits)
- Graduate Certificate in Marketing Management (12 credits)
- Graduate Certificate in Operations Management (12 credits)
- Customized Program (attach list of preferred courses)

\* international private graduate degree (Master) awarded by the United International Business Schools organization's headquarters in Zurich, Switzerland, based on the recommendation of the faculty of the local campus where credits were earned

### Program options

- Dual Master (60+30 credits) (choose any combination of two programs, including those from ECLS.org)

### Graduate Specializations (MBS program only)

- |  |   |
|--|---|
| <input type="checkbox"/> Asian Management *                        | <input type="checkbox"/> Business Communication               |
| <input type="checkbox"/> Design Management *                       | <input type="checkbox"/> e-Business *                         |
| <input type="checkbox"/> European Management *                     | <input type="checkbox"/> Fashion Management *                 |
| <input type="checkbox"/> Global Banking *                          | <input type="checkbox"/> International Economics              |
| <input type="checkbox"/> International Entrepreneurship            | <input type="checkbox"/> International Management             |
| <input type="checkbox"/> Small Business Management                 | <input type="checkbox"/> Sports Management *                  |
| <input type="checkbox"/> Technology Management *                   | <input type="checkbox"/> Tourism and Hospitality Management * |
| <input type="checkbox"/> Transportation and Logistics Management * |   |

(\* not available at all campuses)

### Format (Master programs only)

- Full-time at 7 or more courses per quarter (9 to 12 months)
- Part-time at 6 or less courses per quarter (12 to 36 months) with evening courses preferred
- Part-time at 6 or less courses per quarter (12 to 36 months) with weekend courses preferred

### Starting date

- |                                   |                                   |                                |                                   |   |
|-----------------------------------|-----------------------------------|--------------------------------|-----------------------------------|---|
| <input type="checkbox"/> October  | <input type="checkbox"/> January  | <input type="checkbox"/> April | <input type="checkbox"/> July *   | (* not available at extension campuses) |
| <input type="checkbox"/> November | <input type="checkbox"/> February | <input type="checkbox"/> May   | <input type="checkbox"/> August * | Year _____                              |

### Starting campus

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Main Campus Antwerp        | <input type="checkbox"/> Main Campus Barcelona   | <input type="checkbox"/> Main Campus Brussels      |
| <input type="checkbox"/> Main Campus Madrid         | <input type="checkbox"/> Main Campus Zurich      | <input type="checkbox"/> Satellite Campus Tokyo    |
| <input type="checkbox"/> Extension Campus Amsterdam | <input type="checkbox"/> Extension Campus Geneva | <input type="checkbox"/> Extension Campus Lausanne |
| <input type="checkbox"/> Extension Campus Milan     |  |  |

### Transfer credits

- Indicate if you have previously completed courses at the graduate level at another school, college or university and are requesting the transfer of earned credits.

REMOVE THIS PAGE FROM YOUR APPLICATION IF YOU ARE NOT APPLYING FOR ANY OF OUR EXECUTIVE PROGRAMS.

## POSTGRADUATE PROGRAMS

### Available programs

- DBA - Doctor of Business Administration (60 credits) \*
- PhD - Doctor of Philosophy in Management (60 credits) \*
- Postgraduate Certificate in Business Studies (15 credits)
- Postgraduate Certificate in Higher Education (15 credits)
- Customized Program (attach list of preferred courses)

\* international private postgraduate degree (Doctor) awarded by the United International Business Schools organization's headquarters in Zurich, Switzerland, based on the recommendation of the faculty of the local campus where credits were earned

### Starting date

- October     January     April  
 November     February     May    Year \_\_\_\_\_

### Preferred campus (Please note that all Postgraduate Programs are multi-campus programs.)

- Main Campus Antwerp     Main Campus Barcelona     Main Campus Brussels  
 Main Campus Madrid     Main Campus Zurich     Satellite Campus Tokyo

### Transfer credits

- Indicate if you have previously completed courses at the undergraduate, graduate or postgraduate level at another school, college or university and are requesting the transfer of earned credits.

# APPLICATION FORM (CONTINUED)

## Study abroad

Please indicate where you would like to study abroad during your study program, if applicable, and if already known.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Main Campus Antwerp        | <input type="checkbox"/> Main Campus Barcelona      | <input type="checkbox"/> Main Campus Brussels      |
| <input type="checkbox"/> Main Campus Madrid         | <input type="checkbox"/> Main Campus Zurich         | <input type="checkbox"/> Satellite Campus Tokyo    |
| <input type="checkbox"/> Extension Campus Amsterdam | <input type="checkbox"/> Extension Campus Geneva    | <input type="checkbox"/> Extension Campus Lausanne |
| <input type="checkbox"/> Extension Campus Milan     | <input type="checkbox"/> Extension Program New York |  |

## Language skills

	Beginner	Intermediate	Advanced	Native language
1. English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Comments

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## Invoicing

In case the fees for the study program or other services will be paid by a legal entity such as a company, please list its identification information below:

Legal name: \_\_\_\_\_ (eg. company name)

Legal address: \_\_\_\_\_

Identification number: \_\_\_\_\_ (company/VAT number)

Relation with the entity: \_\_\_\_\_ (administrator, employee, ...)

## Certification

I, the undersigned, hereby confirm that I have received, thoroughly read and understood the Terms and Conditions included in this document and as also separately available as an annex to the Admissions Catalog, and that I agree to said Terms and Conditions in full and without reservation.

Signature of student: \_\_\_\_\_

Signature of employer: \_\_\_\_\_

Name of student: \_\_\_\_\_

Name of employer: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# CHECKLIST

## Application documents

Required application documents: (attach all documentation)

- Application form
- Application fee, non-refundable (see next page for details)
- Copy of your valid passport or identity card
- Copy of your valid residence permit (where applicable)
- Copy of all relevant degrees, diplomas, certificates and transcripts earned to date  
(English translation required except when issued in Dutch, French, German or Spanish)
- Curriculum Vitae stating your complete academic background and professional experience
- Letter of motivation stating your career objectives and program expectations
- 2 letters of recommendation from academic and/or professional sources  
(not required for transfer students)
- 2 passport-size photographs  
(of which one may be attached to the first page of this application form)
- Certificate of good conduct from your local city hall or police station  
(required only for EU citizens resident in an EU country)

Proof of proficiency in the English language: (choose one or more and attach relevant documentation)

- English as a native language
- English as the language of instruction during previous studies
- Advanced English language courses during previous studies
- Advanced English language school certificate
- English test scores:
  - IELTS: score: \_\_\_\_\_; date test taken: \_\_\_\_\_
  - TOEFL paper-based: score: \_\_\_\_\_; date test taken: \_\_\_\_\_
  - TOEFL computer-based: score: \_\_\_\_\_; date test taken: \_\_\_\_\_
  - TOEFL internet-based: score: \_\_\_\_\_; date test taken: \_\_\_\_\_
  - TOEIC: score: \_\_\_\_\_; date test taken: \_\_\_\_\_
  - other: score: \_\_\_\_\_; date test taken: \_\_\_\_\_
- Other proof of proficiency, please specify: \_\_\_\_\_

## Application submission

Please send your application documents by registered mail to the following address:

United International Business Schools  
International Education Center  
Admissions Department  
Brandschenkestrasse 38  
8002 Zurich, Switzerland

Missing application documents may always be submitted afterwards to the admissions department by registered mail or e-mail. Digital copies are accepted in PDF and DOC format. Scanned copies are accepted in PDF and JPG format with a 300 dpi minimum resolution. The admissions department reserves the right to request certified/notarized copies of any or all documents attached. Shortly after submitting your application, the admissions department will contact you to confirm its receipt.

## MAKING PAYMENTS

The application fee payment is required to complete your application. Applications without a confirmed application fee are not considered. All application fees must be paid directly to the school by bank transfer or by credit card using PayPal. Please see our website for PayPal details. Please mention your name on the bank transfer when making payments.

### Application fee payments for non-visa students (CHF 200)

Bank name:	Credit Suisse
Bank address:	Bahnhofstrasse 17, 6301 Zug, Switzerland
Account holder:	Global Education Corporation AG
IBAN:	CH07 0483 5179 2616 9100 1
SWIFT/BIC:	CRESCHZZ80A

### Application fee payments for visa students (CHF 400)

Bank name:	Credit Suisse
Bank address:	Bahnhofstrasse 17, 6301 Zug, Switzerland
Account holder:	Global Education Corporation AG
IBAN:	CH07 0483 5179 2616 9100 1
SWIFT/BIC:	CRESCHZZ80A

## TERMS AND CONDITIONS

These terms and conditions are considered a generally valid agreement and govern the basic relationship between “**SCHOOL**”, operating under the following non-exhaustive list of (registered) trademarks:

- European College for Liberal Studies (ECLS)
- United International Business Schools (UIBS)

and with names and legal identifications as follows:

- Global Education Services Belgium GmbH  
VAT BE 0884.568.734  
Quartum Business Center  
Hütte 79, 4700 Eupen, Belgium
- Global Education Services Japan KK  
JP 0111-01-059549  
Regus Business Center  
30<sup>th</sup> floor, Park Tower 3-7-1 Nishi-Shinjuku  
163-1030 Tokyo, Japan
- Global Education Services Netherlands BV  
VAT NL 855008775  
Spaces Business Center  
Herengracht 124-128  
1015 BT Amsterdam, Netherlands
- Global Education Services Spain SA  
VAT ES A64339526  
International Education Center  
Rambla de Catalunya 2-4  
08007 Barcelona, Spain
- Global Education Services Switzerland AG  
VAT CHE 115.342.042  
International Education Center  
Brandschenkestrasse 38  
8002 Zurich, Switzerland
- United International Business Schools of Italy SRL  
VAT IT 08287980968  
Piazza Castello 9  
20121 Milan, Italy

as well as any other future legal entity offering similar services in the same or in other countries as the entities identified above,

and “**STUDENT**”, with name and personal identification as filled out on his/her signed digital or paper application form and as filled out in any other digital or paper form thereafter.

### Initial considerations

STUDENT, a natural person or legal entity, agrees to complete a study program offered by and at a location designated at the sole discretion by SCHOOL in Belgium, Italy, Japan, the Netherlands, Spain, and/or Switzerland, or any other future location in the countries mentioned before or other countries, under the following general terms and conditions. Study programs offered by and at a location designated by SCHOOL in the Netherlands specifically, are

subject also and primarily to the terms and conditions outlined in the “NRTO algemene voorwaarden consumenten (2013)” or “NRTO algemene voorwaarden bedrijven (2013)”, available in annex to the ADMISSIONS CATALOG and STUDENT GUIDE, and published on the NRTO website.

### Related documents

Prior to confirming his/her application by paying the first quarterly program fees, STUDENT intends to fully comply with all SCHOOL policies, procedures, regulations and guidelines as stated in the STUDENT GUIDE and its annexes. Through payment of the first or any subsequent program fees due, STUDENT (re)confirms to have received, thoroughly read and understood the contents of the relevant ADMISSIONS CATALOG, STUDENT GUIDE and their annexes, to agree with the content of said documents in full and without reservation, and to fully comply with all SCHOOL policies, procedures, regulations and guidelines as stated in the STUDENT GUIDE and its annexes, as well as any other relevant and generally available documents related to the educational services provided by SCHOOL at the time of enrollment. Copies of the most recent ADMISSIONS CATALOG and STUDENT GUIDE are available digitally on the SCHOOL website or portal, and are available on paper at the SCHOOL main and satellite campuses in Antwerp, Barcelona, Brussels, Madrid, Tokyo and Zurich. Copies can be requested to be sent by SCHOOL to STUDENT by e-mail.

While every effort has been made to ensure that the information contained in the various available documents is reliable and accurate at the time of publishing, the information contained in the various available documents is for informational purposes only. SCHOOL assumes no responsibility or liability for any inaccurate, delayed or incomplete information, nor for any actions taken in reliance thereon. SCHOOL reserves the right to change the content of all available documents and other materials at any time and without prior notice.

### Education services

SCHOOL hereby confirms to provide education services to STUDENT according to the completed application form submitted by STUDENT and according to additional requests made by STUDENT to SCHOOL, limited to the services for which program fees have been paid. Program fees consist of matriculation services of 25% of the total organized by the SCHOOL’s legal entity in Zurich, Switzerland, and/or tuition services of 75% of the total organized by one or more of the SCHOOL’s legal entities in Eupen, Belgium; Tokyo, Japan; Amsterdam, Netherlands; Barcelona, Spain; Zurich, Switzerland and Milan, Italy, but not necessarily at the registered legal address of SCHOOL. Program fees do not cover the cost of study materials of any kind. These are to be purchased elsewhere or will be charged separately.

SCHOOL will reasonably endeavor to deliver education and possible other services to STUDENT in accordance with the service descriptions provided. SCHOOL however reserves the right to change its program structure, admission requirements, course planning, course content, teaching schedules, teaching methods, professor assignments and campus locations and to discontinue, merge or otherwise cancel or combine individual programs and courses at any time and without prior notice, where and if such action is deemed necessary by SCHOOL.

Further academic information such as, but not limited to, learning hours, teaching hours, exam hours, self-study, group-study, class attendance, assignments and exams, thesis and project submissions and presentations, inbound and outbound tests, specific courses and requirements, and other academic matters that may or may not have an influence on the final certificate, diploma, degree or other award are detailed in the STUDENT GUIDE.

SCHOOL is considered an independent higher education institution offering non-regulated higher education based on the European guidelines for higher education. The study programs offered by SCHOOL are career-oriented in nature, may not provide access to government employment or regulated professions, may not satisfy requirements to obtain certain certificates or permits for business or other purposes from governments or other organizations, and may not satisfy admission requirements of study programs at the same or a higher level in other public or private higher education institutions. STUDENT is encouraged to investigate which specific requirements are to be met for obtaining such certificate or permit, or for when admission in other study programs is his/her intention. Admission requirements are set at the sole discretion of each higher education institution individually. SCHOOL may provide relevant information and assistance where possible and if so requested. The local campuses of SCHOOL remain unaffiliated with and operate independently from the relevant local Ministry of Education. The certificates, diplomas, degrees or other awards issued by SCHOOL are international private certificates, diplomas, degrees or awards issued by the SCHOOL's legal entity in Zurich, Switzerland, based on the recommendation of the faculty of the local campus.

### **Program fees**

STUDENT hereby declares to be the sole responsible for the payment of all fees and charges to SCHOOL at the time they are due and as prescribed in the STUDENT GUIDE. STUDENT realizes that in case of late payment or non-payment, STUDENT is liable to pay a late payment fee as well as interest at the rate of 5% from due date until payment date. STUDENT realizes that he/she is liable for all costs of recovery, including fees charged by attorneys, counselors, collection agents and other representatives. STUDENT understands

that all payments received will be allocated to clear unpaid interest first, costs of recovery second, followed by the oldest debt.

Program fees are subject to an annual review, but those valid at the time of application remain in effect for STUDENT from start to finish, unless STUDENT temporarily discontinues his/her studies for more than 1 academic quarter as indicated in the academic calendar that is available as an annex to the admissions catalog and published on the SCHOOL website, at which time the program fees valid at the time of continuation are in effect.

Program fees are charged per credit or course according to the relevant program fees overview that is available as an annex to the student guide and published on the SCHOOL website. Changes in the academic methods or in the total teaching hours scheduled to meet the minimum learning hours will have no impact on the program fees due.

Fees are due payable on a quarterly basis before the start of the quarter and for the number of credits and/or courses the student enrolls. The exact due date is always the last working day before the start of the quarter in which the education services take place. The exact dates are listed in the academic calendar that is available as an annex to the admissions catalog and published on the SCHOOL website.

All fees should be paid directly to SCHOOL by bank transfer to bank accounts provided by SCHOOL on the statement of account or formal invoice STUDENT has received. SCHOOL may provide alternative bank accounts upon request from STUDENT in case of payment difficulties.

SCHOOL is entitled to dismiss STUDENT from all education services and other activities as long as any fees due remain unpaid. Continuing or repeated non-payment or late payment entitles SCHOOL to terminate the relationship based on good cause

The full program fees for the program the student enrolled for at the time of application or thereafter are due payable in full by the estimated end of the study program before any awards can be provided by SCHOOL to STUDENT. SCHOOL reserves the right to change the payment terms at any time and without prior notice.

No grade reports, certificates of enrollment, or other documents will be provided unless negative balances in program fees have been duly paid for the period to which the content of the requested documents refer to. The provision of other documents is at the sole discretion of SCHOOL.

SCHOOL does not receive subsidies from regional or national governments to finance its operations. Students from certain countries may not be eligible for governmental financial support while studying abroad with SCHOOL. Students who

would otherwise be eligible for such financial support should contact the SCHOOL's admissions department at the time of application for further information about the availability of scholarships or other financial support offered by the SCHOOL's academic council and the availability of student loans offered by local banks. Scholarships or other financial support may not be available once STUDENT has confirmed enrollment in the study program.

#### **Early withdrawal**

Early withdrawal has to be requested in writing minimum 3 months prior to the intended ending date, and needs to be formally approved by a representative from SCHOOL. Each party may request the dissolution of the relationship at once upon good cause shown.

#### **Honesty declaration**

STUDENT hereby certifies that all the information contained in his/her application form and any other digital or paper form submitted thereafter is complete, true and accurate to the best of his/her knowledge. STUDENT realizes that incomplete, false or inaccurate information, or non-agreement with the contents of this document and the STUDENT GUIDE and its annexes may result in the cancellation of the acceptance and/or the dismissal from SCHOOL. STUDENT authorizes the SCHOOL's admissions department to verify all statements made. STUDENT understands that all submitted documents belong to SCHOOL and that none of the submitted documents will be returned to STUDENT or sent to a third party.

STUDENT hereby declares that all written assignments, exams, projects, theses or other academic work is his/her own creation, unless otherwise clearly mentioned. STUDENT understands that any attempt to plagiarize the work of another author may lead to the dismissal from SCHOOL. STUDENT hereby confirms to take full responsibility for any and all consequences in relation to the use of published materials and/or the violation of international copyright law.

#### **Intellectual property**

STUDENT hereby declares that the rights to any and all academic work prepared while enrolled at SCHOOL belongs to SCHOOL. Documents provided to STUDENT by SCHOOL are considered private documents and shall not be disclosed to third parties, including but not limited to professors and other students. STUDENT hereby authorizes SCHOOL and its subsidiaries, parents, affiliates and partners to record and use any kind of images, audio and video of STUDENT for promotional use. STUDENT understands that for the use of these materials no compensation will be provided.

#### **Damage waiver**

STUDENT waives all claims against SCHOOL and its subsidiaries, parents, affiliates, officials, employees, partners, suppliers or representatives for any damages or losses suffered while an applicant, student or alumni of SCHOOL and arising out of but not limited to unemployment, non-employability, non-transferability of credits and degrees, death, bodily injury, loss of health or illness suffered by STUDENT or any other person, and loss or destruction of, or damage to any reputation or property belonging to STUDENT or any other person, howsoever such damage or loss is caused, including but not limited through the negligence of SCHOOL or any of its officials, employees, partners, suppliers or representatives. STUDENT or his/her estate indemnifies SCHOOL, its officials, employees, partners, suppliers or representatives against any claims by any person arising in any way as stated above or in respect of STUDENT's negligent or willful acts or omissions.

#### **Dispute resolution**

These terms and conditions are construed in accordance with applicable laws and regulations. SCHOOL and STUDENT agree that any dispute arising out of or in connection with the services offered by SCHOOL to STUDENT will first be subject to applicable laws and courts in the jurisdiction where matriculation services are offered, ie. Zurich, Switzerland, and second to applicable laws and courts in the jurisdiction where tuition services are offered. However, SCHOOL and STUDENT agree to use best efforts to resolve disputes in an informal manner and within an acceptable timeframe. For all disputes that cannot be resolved this way, SCHOOL will attempt to settle the dispute by mediation. Unless otherwise agreed, the mediator will be nominated by one of SCHOOL's legal advisors. In case of disputes, STUDENT confirms that none of the arguments, resolutions or any other communication, information and/or documentation related to the dispute will be made available to a third party.

#### **Copyright notice**

European College for Liberal Studies (ECLS), United International Business Schools (UIBS), and its respective logos are trademarks or registered trademarks of Global Education Corporation AG or its subsidiaries or affiliates.

Global Education Corporation AG  
International Education Center  
Brandschenkestrasse 38  
8002 Zurich, Switzerland

#### **Document validity**

This document is valid from October 1, 2015 onwards and replaces all previous versions. STUDENT and SCHOOL confirm that by accepting these terms and conditions, previous versions are no longer valid.