Copenhagen Business School (CBS) is a large business university with 22,000 full and part time students.

CBS teaches the traditional courses in Economics, Management and Business Administration but is also well known for the cross-disciplinary research and teaching, and students can combine business with for example Philosophy, Political Science, Psychology, Commercial Law, or Communication.

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

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

Surrounded by garden and outdoor living space, our five contemporary campus buildings offer state-of-the-art student facilities and year round student activities.

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).
Each year, approximately 1,200 exchange students from our partners around the world, as well as a few 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 course offering. All of these courses are taught in English. Swedish and Norwegian speaking students can take courses taught in Danish by special request.

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

• Undergraduate courses (Bachelor level): cbs.dk/undergrad
• Graduate courses (Master level), including CEMS/Double Degree: cbs.dk/grad

FULL TIME WORKLOAD PER SEMESTER

Exchange students are required to be full time students during their exchange at CBS. A full time course load is defined to be 30 ECTS credits. As most courses are 7.5 ECTS, a student will typically take 4 courses per semester.

Please note: 30 ECTS credits are based on 825 Student Work Hours (SWH), which include class work, but also an extensive amount of work outside the classroom.

NOMINATION PROCEDURE

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

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)
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. The Crash Course is a 20 hour intensive Danish language class. There is a reduced fee of approx. DKK 1500 for the Danish Crash Course for students from partner universities (price in spring 2019).

ENGLISH REQUIREMENTS
CBS accepts the following tests:

- TOEFL iBT minimum score 91 (94 from AY 2020/21). We do not accept TOEFL iTP.
- IELTS minimum score 7.0
- CPE (Certificate of Proficiency in English, University of Cambridge ESOL Examinations) (Level C2) (185 points from 2020/21)
- CAE (Certificate in Advanced English, University of Cambridge ESOM Examinations) (Level C1) (185 points from 2020/21)

For further details, see our English Proficiency FAQ.

Proof of English proficiency: Language proficiency must be documented and submitted with the application to CBS.

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.

The process for obtaining a residence permit is initiated by CBS. CBS will e-mail the necessary forms to each student, whereupon the student will be able to submit the application to the nearest Danish diplomatic mission. After submitting the application, the student will need to submit biometric information in person according to the information at the Ministry of Foreign Affairs of Denmark - Residence and Work Permits.

Please note that students will be requested to pay several fees in connection with the residence permit application: One for the local Danish representation where they submit their biometrics, one for the Danish Immigration Services and possibly one for the Visa Service center for processing the application. For more information please see newtodenmark.dk on how to apply.

Furthermore, please note that students will be required to submit financial documentation in the form of a bank statement in their own name and/or confirmation of a grant or scholarship. As of February 2019 students must document the amount of DKK 6,166 per month.

DEADLINES

Nomination from university:
- Fall/full year: 15 April 2019
- Spring: 15 October 2019

Exchange application:
- Fall/full year: 30 April 2019
- Spring: 29 October 2019

Course selection:
- Fall/full year: 30 April 2019
- Spring: 29 October 2019

Accommodation application:
- Approximately late May and mid-November via on-line application.

Precise dates will be announced via e-mail and online at: cbs.dk/housing
**HOUSING**

CBS facilitates finding housing for exchange students and manages the application and placement process for a number of privately owned dormitories. As such, students do not sign a contract with the CBS Housing Department but with a private landlord instead.

Housing in Copenhagen is very difficult to find and can be expensive. This is particularly the case in the fall semester when the demand for housing far outstrips supply. Please note that CBS cannot guarantee housing for all incoming students. However, the Housing Department facilitates a private housing option as supplement to dorm accommodation.

A private housing offer will always include a room with a bed, a desk for studying, internet access, a dresser/closet and access to a kitchen and bathroom. Please note that private housing is only available in the fall semester. No private housing facility or assistance is offered in the spring or the summer.

**Application for housing:**
- Via online application which opens a few months before semester start. Nominated students will be e-mailed directly to their CBS e-mail account. More information is found on [cbs.dk/housing](http://cbs.dk/housing)

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**LIVING EXPENSES**

**Rent – dormitories:**
- Price range approx. DKK 3,500-7,500 per month

Room sizes and prices are not the same for all dorms. There is therefore no standard room size or average room price. For more information see [cbs.dk/housing](http://cbs.dk/housing)

**Rent – private housing:**
- The price range of rent is currently approx. DKK 3,500-6,000 per month.

The price of the room will reflect the facilities to which students have access.

**Food and daily expenses:**
- Approx. DKK 1,500 - 2,500 per month

**Books/Supplies:**
- Approx. DKK 1,500 – 3,000 per semester

**Transportation (bus, train, metro):**
- Approx. DKK 1,500 per semester

**Social Program - main package (optional):**
- Approx. 600 DKK

**Weekend trips:**
- Approx. 1,600 DKK per trip

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**STUDENT SERVICES AND FACILITIES**

**Introduction Week**

During this informative week designed to help students get off to a good start at CBS, the following topics will be covered:

- Courses and exams
- Danish culture
- IT and library services
- Campus tour

An optional social program with evening activities is also available.

**Buddy Program and Exchange Social Program:**

During the application process exchange students can apply for a "buddy". "Buddies" are CBS students who volunteer to help one or more of our exchange students to get through the first few weeks:

- Airport pick up
- Key to room + welcome package
- Answer questions about practical matters

Throughout the semester various activities are planned for the exchange students and their CBS buddies by the Exchange Social Program Coordinators.

**Student facilities**

During their studies at CBS, exchange students will have access to:

- Campus bookstore and state of the art library services
- Computer, printing facilities, campus-wide high speed Wi-Fi
- Student organizations, cafés & cafeterias
ISUP’s well-established summer program welcomes every summer approximately 2000 students who take this exceptional opportunity to combine high-quality learning with an unforgettable summer experience over a period of six weeks.

**COURSES**
ISUP courses have their own study program and offer 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 and written sit-in.

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 courses offered 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 summer@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)

**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.

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**ISUP 2020 (June – August)**

**Arrival date:**
19 June

**Welcome day:**
20 June

**Program start:**
22 June

**Classes start:**
23 June

**Exams:**
**Home assignments:**
23/24 June - 24 July
NB: Exam will start on the first teaching day and will run in parallel with the course

**4 hour written exam:**
27 – 31 July

**Retake exams:**
1st retake: week 40/41
2nd retake: week 48

**DEADLINES**

**Nomination deadline:**
19 February 2020

**Application & course selection:**
20 February - 19 March 2020 (midnight)

**Accommodation application:**
Mid-April via on-line application
Precise dates will be announced via e-mail and online at: cbs.dk/housing