

Terms and conditions

Registration and School Fees

A reservation fee is payable within 10 days of receiving the letter of acceptance. All fees and deposits must be paid to BHMS Business & Hotel Management School (BHMS) bank account in Switzerland.

The first year fee is payable upon receiving visa approval. All subsequent fees are payable before term start. Students who fail to meet their financial obligations may be subject to administrative holds, including the withholding of academic transcripts, suspension of services, and ineligibility for graduation until all outstanding amounts are fully paid.

Academics

Students will receive guidance on academic, school and local regulations during their orientation session. Key documents including the Academic Policies and Student Handbook are readily available to students online as a reference and students are expected to be familiar with the regulations.

Accreditation

BHMS is an eduQua certified institution. EduQua standards are set by the Swiss Association for Quality & Management Systems (SQS). BHMS is an accredited Institution for adult learning and is regulated by the Canton of Lucerne for the provision of quality standards in Higher Education. In addition, BHMS is accredited by Robert Gordon University, Aberdeen, Scotland, as well as ACF, the American Culinary Federation.

Transcripts & Credit Transfer

It is each student's responsibility to ensure that all high school and postsecondary transcripts are available during the admission process.

If these records are not immediately available, a "provisional" acceptance letter may be issued authorizing the applicant to begin a degree programme or another programme of study as an enrolled student for a limited period of time during which official documents required for matriculation are obtained. BHMS does not guarantee that academic credits from other institutions will be accepted.

Accommodation & Board

BHMS is obliged to provide room and board, as far as a student has contracted such. Room and board includes shared or single accommodation, 24-hour supervision as well as food and beverage privileges that include a daily breakfast, lunch and dinner buffet from Monday to Friday. Brunch and dinners are offered on Saturdays, Sundays and public holidays.

Internship

Students may choose to undertake their internships in Switzerland or internationally. During the Swiss internship, students will be under contractual obligation with their employers which will entitle them to receive a monthly trainee's gross salary of CHF 2,385. To qualify for internship, students are expected to meet specific academic, financial obligations towards BHMS, professional, and language skills standards set forth by BHMS. For non-EU students, working part-time off-campus during the academic semester is illegal and therefore not permitted.

Liability

Courses are held only with a sufficient number of participants. BHMS or its subsidiary company reserve the right to cancel courses due to insufficient participants, or due to circumstances beyond its control. In such case, all fees paid in advance will be refunded to participants. Claims for damages or compensation in this case will not be entertained and the participant agrees that they are excluded. Classes will be held in rooms, buildings or locations determined by the BHMS or its subsidiary

CONSENT FORM

Consent to Disclose Student Information

I hereby grant permission to the BHMS staff and administrators to release information about my academic and internship progress, personal behaviour, attendance, disciplinary and other matters related to my studies at BHMS and during my internship to my parents, guardians, sponsors and/or the BHMS authorized representative. This consent will be valid until personally revoked in writing.

Declaration

I hereby apply for admission to BHMS. I agree to abide by its regulations and by the terms & conditions of enrolment contained in this application and on the BHMS official website at www.bhms.ch. I confirm that I am fit and ready to study, and I agree to terminate my BHMS studies in the event of chronic

Date: _____

A right of the participant to have classes or instruction in a specific classroom, a specific school building, or specific location is excluded. Claims for damages or compensation in this case will not be entertained and the participant agrees that they are excluded. In reasonable and justified cases, courses which have been started can be postponed, or alternatively continued in a location in another BHMS or subsidiary company school.

Refund Policy

In the event of cancellation 90 days or longer before the commencement date of the course, a refund minus the reservation fee will be made.

For cancellation received after this deadline, there will be no refund made under any circumstances. If a student withdraws for any reason during the semester, no refund of any fee (registration, tuition, accommodation, meals) will be made. The same applies to students who are dismissed for academic/disciplinary reasons from the school. Students whose applications are not accepted or whose visa applications are rejected through no fault of their own, are entitled for a full refund excluding an administration fee of CHF 500.

No refund is made for unused or partially used services, such as in tuition fee, accommodation, board or operating expense.

Applicable Jurisdiction

The present Terms & Conditions shall be governed by Swiss law. For any controversy arising between BHMS and a student and/or agent, the place of jurisdiction shall be that of the Canton of Lucerne, Switzerland.

psychological difficulties or pregnancy, both of which I acknowledge as obstacles to the completion of my studies. I accept that all fees paid to BHMS will be forfeited under such circumstances. I certify that the foregoing information is true and complete to the best of my knowledge and fully understand that any omission or falsification will be considered sufficient reason for rejection of this application or for dismissal.

I hereby commit, without exception, to leave Switzerland upon completion of my studies. Furthermore, I declare that I will not apply for any extension of my permit after completing my studies. I am also aware of the legal significance of my signature according to Swiss law.

I also agree that my electronic signature in this agreement is binding and is a legal equivalent of my manual signature.

Student Signature: _____