



STUDENT EXCHANGE PROGRAMME

CONTACT INFORMATION

Eline B. Jensrud
Head of International
Relations Office
Bilateral Agreements
eline.b.jensrud@bi.no

Hanne Framnes
Senior Adviser
Erasmus Coordinator
hanne.framnes@bi.no

Henriette Andersen
Adviser
Study Abroad Programme
Double Degree
henriette.andersen@bi.no

OUTGOING EXCHANGE

Hege Jordheim
Senior Adviser
hege.jordheim@bi.no

Audrey Paton
Senior Adviser
Double Degree
audrey.paton@bi.no

Heidi Bjørne-Larsen
Adviser
heidi.bjorne-larsen@bi.no

Elisabeth Taalesen
Adviser
elisabeth.taalesen@bi.no

Ellen Heggelund
Adviser
ellen.heggelund@bi.no

Contact info for STUDENTS
All student inquiries should go
to: info@bi.no

Contact info for PARTNERS

international.office@bi.no
www.bi.edu/exchange

Erasmus OID: E10175531
Socrates code: N SANDVIK02
Visiting address: Nydalsveien 37,
N-0484 Oslo
Postal address:
N-0442 Oslo, Norway

INCOMING EXCHANGE

Heidi-Elisabeth Bekjorden
Adviser, Incoming Erasmus Contact
(On leave from 20 Aug 2024)
heidi.e.bekjorden@bi.no

Peter Scharffenberg
Coordinator
peter.scharffenberg@bi.no

Karl Erik A. Kjær
Coordinator
Incoming Erasmus Contact
karl.e.kjar@bi.no

Dorothee Witte
Senior Adviser Summer
(last day 31 Aug 2024)

COURSES

Programmes and course workload:

Exchange students choose courses from our English taught Bachelor and MSc programmes as well as English taught elective courses. A full semester workload is 30 ECTS credits. Master courses equal 6 ECTS credits. Bachelor courses equal 7,5 ECTS credits. For course lists with course descriptions, see: www.bi.edu/exchange
Grading system: ECTS (A-F)

ACADEMIC CALENDER – 2023/2024

Autumn 2023

Orientation week begins:
Friday 11 August (week 32)

First day of lecture:
Monday 21 August (week 34)

Last day of lecture:
Friday 24 November (week 47)

Exam period:
23 November to 22 December

Spring 2024

Orientation week begins:
Monday 8 January (week 2)

First day of lecture:
Monday 8 January (week 2)

Last day of lecture:
Friday 26 April (week 17)

Exam period:
29 April to 18 June

ACADEMIC CALENDER – 2024/2025

Autumn 2024

Orientation week begins:
Friday 9 August (week 32)

First day of lecture:
Monday 19 August (week 34)

Last day of lecture:
Friday 22 November (week 47)

Exam period:
21 November to 20 December

Spring 2025

Orientation week begins:
Monday 6 January (week 2)

First day of lecture:
Monday 6 January (week 2)

Last day of lecture:
Friday 25 April (week 17)

Exam period:
28 April to 18 June

Please be advised that the academic calendar is subject to change.

NOMINATION AND APPLICATION PROCESS

Exchange coordinators nominate students online. Login information is sent to partner institutions before the nomination portal opens. The following student data is required:

- First name and family name
- Date of birth
- Citizenship
- E-mail address
- Duration of stay: 1 or 2 semesters
- Programme: Exchange/Double Degree/QTEM/Summer School

Nomination deadlines:

- 25 April for Autumn semester
 - 25 September for Spring semester
- Nominated exchange student apply online. Link to the online application form is automatically sent to students by e-mail after nomination.

Students must upload the following documents with the application:

- Motivation letter
- Copy of passport (page with photo)
- Recent academic transcript

Application deadlines:

- 1 May for Autumn semester
- 1 October for Spring semester

HOUSING

BI guarantees off-campus housing to all international students who apply correctly within the deadline 1 May/1 October. Application fee of NOK 1250 applies to all.

More information: www.bi.edu/housing

ENGLISH LANGUAGE SKILLS

No English language test is required from nominated exchange students. Partners are trusted to select students with a high level of English proficiency.

Recommended: level B2; TOEFL 78; IELTS 6.0.

STUDY PERMIT AND ENTRY VISA

All student staying in Norway for more than 3 months must register with the Norwegian Immigration Authorities. The procedures differ according to the nationality of the student:

- Citizens of countries outside the EU/EEA must apply for a study permit (and entry visa, if applicable) before coming to Norway.
- Citizens of EU/EEA countries must register with authorities when they arrive in Norway.

See www.bi.edu/incoming and www.udi.no/en

HEALTH AND TRAVEL INSURANCE

All students should have health and travel insurance that is valid for the total duration of their stay. This is the responsibility of each student.

See www.bi.edu/incoming

QTEM MASTER

QTEM is a network master for ambitious students who want a quantitative international education. With one or two semesters abroad and an internship students obtain academic, international and corporate experience.

BI is one of the schools that offer QTEM.

Read more at www.qtem.org

DOUBLE DEGREE

The Double Degree Programme gives students two Master's degrees from two universities in two years. BI offers double degrees with selected partner universities in Europe and Canada.

Read more at www.bi.edu/master

FACTS AND FIGURES

BI Norwegian Business school is an internationally recognised and accredited private institution and one of two schools in Norway to hold the prestigious triple crown accreditation; EQUIS, AACSB and AMBA.

BI offers a wide range of BBA, MSc, PhD and Executive MBA programmes taught in English.

- 20,000 students across Norway, approximately 10,000 full time students
- 1,300 international students
- 650 incoming exchange students per year
- 450 outgoing exchange students per year
- 200 outgoing study abroad students per year

- 830 employees consisting of 420 permanent faculty and 410 administrative staff. In addition, nearly 450 lecturers are associated with BI.
- BI is organised in 8 Departments and 26 Research centres

Transcripts

BI issues digital certificates. It is the responsibility of the student to share their transcript with their home university.

Students can choose to either share a digital version of their transcript, or order a paper version of their transcript to be sent to their home university.

LIST OF PARTNER UNIVERSITIES

BI has more than 200 partner universities in 48 countries.

See www.bi.edu/partners

SUMMER SCHOOL AT BI

Summer School at BI returns in a new format in 2024!

We are offering Bachelor courses within Sustainability and Data Science.

More information at www.bi.edu/summer



Remi Ray, HEC Montreal



Muhammed Imran Bin Md Zin, NTU



Anna Repetto, Bocconi