UNDERGRADUATE ACADEMIC PROGRAMS
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ALL ABOUT GLION

VISION

Through its challenging academic programs, structured living environment, craft-based learning and the “Glion Spirit”, Glion Institute of Higher Education (GIHE) develops innovative leaders for a broad array of service industries.

MISSION

Glion Institute of Higher Education offers management focused programs for the hospitality and other service industries. With an emphasis on both didactic and craft-based learning, Glion is European in its outlook, Swiss in its work ethos, American in its educational approach, and multinational in its student body. All programs emphasize the development of generic thinking skills, the understanding of contemporary management theory, and the integration of theory and practice. The “Glion Spirit” and Glion academic programs prepare graduates for rapid progress to international managerial positions.

ACCREDITATION - RECOGNITION

Glion is accredited by the Commission on Institutions of Higher Education (CIHE) of the New England Association of Schools and Colleges (NEASC), www.neasc.org, in the United States. It is one of the six associations recognized by the American department of education. Accreditation is at a university-level ensuring programs meet the high standards NEASC requires. Glion is also authorized by the Swiss cantonal authorities of Fribourg.
GLION IS RANKED BY INDUSTRY HIRING MANAGERS OF LUXURY HOTELS AMONG THE TOP 3 HOSPITALITY MANAGEMENT SCHOOLS IN THE WORLD FOR AN INTERNATIONAL CAREER. (TNS, GLOBAL RESEARCH, 2013)

THE COMBINATION OF THE GREAT INFRASTRUCTURE, UNIVERSITY LEVEL ACCREDITATION, HIGHLY QUALIFIED FACULTY AND A REPUTATION FOR EXCELLENCE PLACED GLION AT THE TOP.

RANKED AMONG THE TOP 3 HOSPITALITY MANAGEMENT SCHOOLS WORLDWIDE

HOSPITALITY MANAGEMENT PROGRAMS
Our range of undergraduate programs aims to equip graduates with the theoretical knowledge, skills and professional development to excel in the hospitality and service industries. By providing a university-level education, Glion students can have confidence in the high standard of teaching and a curriculum that prepares them for a global career.

EVENT, SPORT & ENTERTAINMENT MANAGEMENT PROGRAMS
Glion’s undergraduate and postgraduate programs specializing in Event, Sport and Entertainment will give graduates the knowledge they need to start a successful career in this growing sector. The range of career options by specializing in these fields include facilities management at sporting venues, media and film, visitor attractions and public and corporate events.

FACULTY
105 full-time and part-time faculty members of various nationalities convey their passion and experience to our students. All have appropriate academic credentials and/or extensive professional experience. They are encouraged to be active members of professional associations and regularly update their subject knowledge through scholarly research. We select faculty members who have professional experience in the field they teach, thus maintaining a strong relationship between practice and theory.

CAREER DEVELOPMENT DEPARTMENT
Our career development department is very active in helping students secure employment upon graduation. Each semester, key recruiters from over 50 international companies come on campus to recruit future graduates. They include hotel chains such as Marriott, Starwood, Accor, Four Seasons, Hyatt International, financial institutions such as JP Morgan as well as Event, Sport and Entertainment organizations.

INTAKES
Intakes for the undergraduate programs are twice a year, in January/February and in July/August.
GLION CAMPUSES

SWITZERLAND - GLION & BULLE

Overlooking the tourist resort of Montreux, the campus of Glion offers a panoramic and breathtaking view of the Swiss Riviera as well as the French and Swiss Alps. Through its excellent facilities, friendly atmosphere and multicultural environment, students develop their operational skills and knowledge.

Bulle is a growing dynamic town located in the Canton of Fribourg, a beautiful tourist region. Students study in a purpose built university style campus and focus on managerial studies. The campus offers a comfortable living atmosphere as well as modern educational facilities.

UNITED KINGDOM - LONDON

Glion London is set in heritage buildings that have been refurbished into a modern learning environment and is the first Swiss hospitality institute located in a British university setting. In London, Glion students enjoy an international experience, as they receive the same superb Glion Swiss hospitality education in a truly dynamic, multicultural world capital.

AT GLION YOU CAN BEGIN YOUR GLOBAL EXPERIENCE BEFORE YOU EVEN START ON CAMPUS. BECAUSE GLION GIVES YOU THE CHOICE OF WHERE YOU START YOUR STUDIES AND CHOOSE YOUR EDUCATIONAL PATHWAY TO MATCH YOUR PERSONAL AND PROFESSIONAL GOALS.

STUDENTS (2014.1 DATA)

<table>
<thead>
<tr>
<th>Category</th>
<th>Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total population</td>
<td>1,852</td>
</tr>
<tr>
<td>On campuses</td>
<td>1,069</td>
</tr>
<tr>
<td>On internship</td>
<td>356</td>
</tr>
<tr>
<td>Male/Female ratio</td>
<td>44/56</td>
</tr>
<tr>
<td>Nationalities</td>
<td>89</td>
</tr>
<tr>
<td>International students</td>
<td>94%</td>
</tr>
<tr>
<td>Swiss students</td>
<td>6%</td>
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</tbody>
</table>

OPPORTUNITIES PER STUDENT

<table>
<thead>
<tr>
<th>Opportunity</th>
<th>Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internship</td>
<td>5.5</td>
</tr>
<tr>
<td>Job offers</td>
<td>2.3</td>
</tr>
</tbody>
</table>
A WIDE RANGE OF CAREER CHOICE

WITH AN INCREASE IN BUSINESS TRAVEL, LEISURE TIME AND DISPOSABLE INCOME, OPPORTUNITIES IN HOTEL, TOURISM, EVENT, SPORT AND ENTERTAINMENT ARE DEVELOPING LIKE NEVER BEFORE. THESE DYNAMIC SECTORS ARE AMONG THE LARGEST EMPLOYERS IN THE WORLD WITH GROWTH FORECASTED TO CONTINUE OVER THE COMING DECADES.
A BRIGHT FUTURE LIES AHEAD

85% OF THE STUDENTS HAVE A JOB OR JOB OFFERS ON GRADUATION DAY**

+79% OF OUR ALUMNI ARE IN MANAGEMENT POSITIONS

11,000 ALUMNI IN OVER 100 COUNTRIES AROUND THE WORLD

5.5 INTERNSHIP OFFERS ON AVERAGE PER STUDENT*

4,228 IS THE NUMBER OF HOTELS OUR TOP 11 RECRUITING HOTEL CHAINS PROVIDE ACCESS TO (SOURCE: MKG)

11,000 ALUMNI IN OVER 100 COUNTRIES AROUND THE WORLD

50 COMPANY VISITS PER SEMESTER ON CAMPUS

5.5 INTERNSHIP OFFERS ON AVERAGE PER STUDENT*

*2014 Data
**Graduating students, June 2008-2012
UNDERGRADUATE PROGRAMS

HOSPITALITY MANAGEMENT

EVENT, SPORT & ENTERTAINMENT MANAGEMENT
GLION HAS DEVELOPED TWO DISTINCT UNDERGRADUATE PROGRAMS

HOSPITALITY MANAGEMENT

BBA HOSPITALITY MANAGEMENT* 
BA HOSPITALITY & SUSTAINABLE DEVELOPMENT IN TOURISM 
BA HOSPITALITY REAL ESTATE FINANCE & REVENUE MANAGEMENT 
BA HOSPITALITY & HUMAN RESOURCES 
BA HOSPITALITY SALES & MARKETING 
BA LUXURY BRAND MANAGEMENT

EVENT, SPORT & ENTERTAINMENT MANAGEMENT

BBA EVENT, SPORT & ENTERTAINMENT MANAGEMENT 
BA INTERNATIONAL EVENT MANAGEMENT 
BA INTERNATIONAL SPORT MANAGEMENT 
BA EVENT, SPORT & ENTERTAINMENT MARKETING AND COMMUNICATION MANAGEMENT

BACHELOR DEGREE

3.5 year program

*Glion London offers a BBA Hospitality Management (page 13)
The Bachelor Degree can be completed in London or in Switzerland.
This program provides students with a strong foundation to start an exciting international career. Our unique hospitality education model includes “hands-on” applied learning and hotel management courses, plus leadership and soft-skills development through internships and applied business projects.
Each path offers courses that meet today’s industry requirements and allows students to follow their area of interest. Students enrolled on this program will follow the common courses plus the specialization courses of the pathway they choose.

Please note: For the full Bachelor Degree in Glion London, only nationals of the EU, EEA, Switzerland and British Overseas Territories can apply.

This multicampus program offers you a unique opportunity: to achieve your hospitality management degree in two countries. Switzerland is the home of hospitality, and London is one of the world’s business capitals. It gives you the best of both worlds, and your internships could add another two countries to your experience.

Please note: For the Multicampus Bachelor Degree, nationals of any country can apply and follow the required process for obtaining any applicable visas.
## Bachelor Degree in Hospitality Management

### 3.5 Years

<table>
<thead>
<tr>
<th>Semester</th>
<th>Professional Development</th>
<th>Entrepreneurship</th>
<th>General Education*</th>
<th>Applied Learning</th>
</tr>
</thead>
</table>
| **Semester 1** | - Introduction to Hospitality Management  
- Introduction to Food and Beverage  
- Rooms Division |  | - English for Academic Purposes (EAP), various levels, or Spanish or French  
- Information Technology  
- Personal Development & Academic Skills (including Maths support and Remedial English) | + Craft-based Learning in Service & Kitchen |
| **Semester 2** | - Food & Beverage Administration  
- Hospitality Operations Management  
- Principles of Tourism and Travel | - Basic Financial Accounting | - EAP Upper intermediate and EAP Advanced or Information Technology in Business and Society or Foreign Language  
- Psychology of Leadership or Principles of Geopolitics  
- Advanced Academic Support | + Craft-based Learning in Food & Beverage or in Rooms Division |
| **Semester 3** | | | | |
| **Semester 4** | | | | |
| **Semester 5** | | | | |
| **Semester 6** (Common Courses) | - Human Resources in the Hospitality Industry  
+ Legislation and Contractual Law  
+ Economics for Hospitality, Tourism & Leisure  
+ See specialization courses page 13 | | | + Assessment Center  
+ Industrial Employment Culture  
+ Dissertation  
+ Independent Research Study  
+ Business Portfolio |
| **Semester 7** (Common Courses) | | | | + See specialization courses page 13 |

**Note:** all students will do a 6-month internship during semesters 3 & 5. These course titles are guidelines and subject to change at any time.

* Course list is not exhaustive, refer to the Academic Catalog for the complete list

** Students leaving the program at the end of semester 3 will be awarded a Diploma in Hotel and Restaurant Operations (Only possible for Glion Switzerland)

*** Students leaving the program at the end of semester 4 will be awarded an Associate Degree in Hospitality Management. (Only possible for Glion Switzerland)
## BACHELOR DEGREE SPECIALIZATIONS

### SEMESTER 6 & 7

<table>
<thead>
<tr>
<th>SPECIALIZATION OPTIONS</th>
<th>EXAMPLES OF SPECIALIZATION COURSES</th>
</tr>
</thead>
</table>
| **BACHELOR OF BUSINESS ADMINISTRATION**  
IN HOSPITALITY MANAGEMENT | + Leadership  
+ Integrative Business Planning & Presentation  
+ Entrepreneurial Finance  
+ Legislation and Contractual Law  
+ Economics for Hospitality, Tourism and Leisure |
| **BACHELOR OF ARTS IN HOSPITALITY MANAGEMENT**  
WITH SUSTAINABLE DEVELOPMENT IN TOURISM | + Community and Sustainable Development  
+ International Tourism Planning and Development  
+ System Analysis for the Hospitality and Tourism Industry  
+ Transport Systems  
+ Destination Marketing |
| **BACHELOR OF ARTS IN HOSPITALITY MANAGEMENT**  
WITH REAL ESTATE FINANCE AND REVENUE MANAGEMENT | + Corporate Finance  
+ Hospitality Real Estate Finance  
+ Portfolio Management  
+ Property Asset Management  
+ Cost, Price and Revenue Management |
| **BACHELOR OF ARTS IN HOSPITALITY MANAGEMENT** WITH HUMAN RESOURCES | + Human Resources Strategy  
+ Training & Career Development  
+ Change Management  
+ Organizational Behavior  
+ International Human Resources Management |
| **BACHELOR OF ARTS IN HOSPITALITY MANAGEMENT** WITH SALES AND MARKETING | + Contemporary Issues in Marketing  
+ Services Marketing  
+ Essentials of Brand Management  
+ Sales Management  
+ International Marketing |
| **BACHELOR OF ARTS IN HOSPITALITY MANAGEMENT** WITH EVENT MANAGEMENT | + Managing Hospitality in Events  
+ Conference and Exhibition Management  
+ Managing Visitor Spaces for Tourism and Leisure  
+ Operations Management in Tourism and Leisure  
+ Planning & Financial Management for Events |
| **BACHELOR OF ARTS IN LUXURY BRAND MANAGEMENT** | + Marketing of luxury goods and services  
+ Luxury consumer behavior  
+ Management of a luxury brand  
+ Luxury communication and media planning  
+ Building luxury design and strategy |
THE ESE PROGRAM HAS DEFINITELY BEEN THE RIGHT CHOICE FOR ME AS I LIKE VARIED PROJECTS AND WORKING IN CONSTANTLY CHANGING ENVIRONMENTS. I WAS LOOKING FOR A STUDY PROGRAM THAT COULD GIVE ME THE OPPORTUNITY TO ASSOCIATE THEORY WITH PRACTICE, LEARN A LOT FROM AN EXPERIENCED FACULTY AND BE AT THE HEART OF THE EVENT ORGANIZATION. THIS PROGRAM HAS MET MY EXPECTATIONS.

I WILL ALWAYS CHERISH MY GLION EXPERIENCE. WE CONSTANTLY HEAR ABOUT THE INTERNATIONAL ENVIRONMENT YOU HAVE AT GLION. I CAN DEFINITELY TESTIFY TO THIS. YOU HAVE SO MANY DIFFERENT NATIONALITIES ON CAMPUS AND YOU ARE ALWAYS SURPRISED AT HOW EASY IT IS TO FORGE LIFELONG FRIENDSHIPS WITH STUDENTS COMING FROM SUCH DIVERSE BACKGROUNDS AND CULTURES.

JACKIE CHAMOUN
COMMUNICATION ASSISTANT AT ROLEX
GRADUATED IN DECEMBER 2012 -
BACHELOR DEGREE IN EVENT, SPORT & ENTERTAINMENT
EVENT, SPORT & ENTERTAINMENT

BACHELOR DEGREE
3.5 YEARS

This program combines superb academic training with applied learning classes called “The Project Factory” where students practice event management on campus and outside, both cultural and sport events. Students learn to master a wide range of event management functions including planning and budgeting, marketing communications, ticket sales, registration, logistics, security and more.

Each specialization offers courses that meet today’s industry requirements and allow students to follow their area of interest. Students enrolled on this program will follow the common courses plus the courses of the specialization they have chosen.

MULTICAMPUS BACHELOR DEGREE
3.5 YEARS

This multicampus program offers a unique opportunity to get your ESE management degree in two different countries. The international exposure of this program will prepare you for a career anywhere in the world in the dynamic event, sport and entertainment industries.

Please note: For the Multicampus Bachelor Degree, nationals of any country can apply and follow the required process for obtaining any applicable visas.
**BACHELOR DEGREE IN EVENT, SPORT & ENTERTAINMENT**

*3.5 YEARS*

<table>
<thead>
<tr>
<th>PROFESSIONAL DEVELOPMENT</th>
<th>ENTREPRENEURSHIP</th>
<th>GENERAL EDUCATION*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SEMESTER 1 &amp; 2</strong> GLION (Foundation year)</td>
<td>+ Operational Event Planning</td>
<td>+ Management Principle</td>
</tr>
<tr>
<td></td>
<td>+ Principles of Sport Management</td>
<td>+ Basic Finance for Events, Sport and Entertainment</td>
</tr>
<tr>
<td></td>
<td>+ Principles of Marketing and Communication</td>
<td></td>
</tr>
<tr>
<td></td>
<td>+ The Project Factory I and II</td>
<td></td>
</tr>
<tr>
<td></td>
<td>+ Career Planning</td>
<td></td>
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<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 3**</th>
<th>INTERNSHIP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>+ Managing Events</td>
</tr>
<tr>
<td></td>
<td>+ Emerging Technologies for ESE</td>
</tr>
<tr>
<td></td>
<td>+ Management Finance for Event, Sport and Entertainment</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 4*** BULLE</th>
<th>INTERNSHIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ Managing Events</td>
<td>+ Management Finance for Event, Sport &amp; Entertainment</td>
</tr>
<tr>
<td>+ Emerging Technologies for ESE</td>
<td>+ Creativity &amp; Innovation</td>
</tr>
<tr>
<td>+ Management Finance for Event, Sport and Entertainment</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 5</th>
<th>INTERNSHIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ Dissertation (honors students only) or Independent Research Study</td>
<td>+ Legislation and Contractual Law in Event, Sport &amp; Entertainment</td>
</tr>
<tr>
<td>+ Assessment Center</td>
<td>+ Economics for Hospitality and Leisure</td>
</tr>
<tr>
<td>+ Contemporary Issues in Entertainment and Leisure</td>
<td>+ Corporate Social Responsibility and Governance</td>
</tr>
<tr>
<td>+ Employment Networking</td>
<td>+ See specialization courses page 16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 6 &amp; 7 BULLE (Common Courses)</th>
<th>MANDATORY COURSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ Applied Statistics</td>
<td>+ Applied Statistics</td>
</tr>
<tr>
<td>+ Ethical Decision-Making</td>
<td>+ Ethical Decision-Making</td>
</tr>
<tr>
<td>+ Research Methods and Report Writing</td>
<td>+ Research Methods and Report Writing</td>
</tr>
<tr>
<td>or Business Research Methods</td>
<td>or Business Research Methods</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES**

+ Transactional Analysis and Experiential Art Therapy
+ Media and Arts
+ Art History and Appreciation
+ Theater and Music in Everyday Life
+ Drama and Performance
+ Text and Visual Arts
+ Media and Society
+ Photographs: People and Places
+ Orienteering and Interpretation of the Natural Landscape
+ Environmental Management
+ Science in Society
+ Wellness, Wellbeing and Health
+ Interpretation of Conflict through text, movie and music

*Note: These course titles are guidelines and subject to change at any time.*

* Course list is not exhaustive, refer to the Academic Catalog for the complete list
** All students will do a 3 to 6-month internship during semesters 3 & 5
*** Students leaving the program at the end of semester 4 will be awarded an Associate Degree in Event, Sport and Entertainment Administration
<table>
<thead>
<tr>
<th>SEMESTER 6 &amp; 7 SPECIALIZATION OPTIONS</th>
<th>EXAMPLES OF SPECIALIZATION COURSES</th>
</tr>
</thead>
</table>
| BACHELOR OF BUSINESS ADMINISTRATION IN EVENT, SPORT AND ENTERTAINMENT MANAGEMENT | + Entrepreneurial Finance  
+ Leadership  
+ Value Engineering |
| This track prepares students for a wide range of career opportunities in this dynamic industry. In particular it provides students with a variety of transferable business knowledge and skills, that are highly sought-after in corporations and entrepreneurial environments. |
| BACHELOR OF ARTS IN INTERNATIONAL EVENT MANAGEMENT | + Fundraising for Events  
+ Conference and Exhibition Management  
+ Project Management |
| Due to the recent commercial boom of the event industry, graduates will gain a full understanding of this sector through skills they will have acquired such as critical analysis, communication, leadership and the development of project management. |
| BACHELOR OF ARTS IN INTERNATIONAL SPORT MANAGEMENT | + Essentials of Brand Management  
+ Sport Retail and Merchandising  
+ Sport Commercialisation and Governance |
| This specialization will be of particular interest to students with an entrepreneurial spirit and who wish to discover the fascinating world of marketing linked to the sport industry. |
| BACHELOR OF ARTS IN EVENT, SPORT & ENTERTAINMENT MARKETING AND COMMUNICATION MANAGEMENT | + Contemporary Issues in Marketing  
+ International Media and PR Management  
+ Services Marketing  
+ Sales Management: Creation of Customer Value |
| The massive global growth of leisure time and disposable income has led to a new, more aggressive approach to entertainment management. This track will prepare students to take an active role in the music, media, film, gaming, sport, visitor attraction or arts sectors of the industry. |
THE EMPHASIS ON THE EMPLOYABILITY OF THE GLION STUDENTS IS EXTREMELY GOOD COMPARED TO OTHER LEADING SCHOOLS. FROM AN IHG PERSPECTIVE, THIS IS EVIDENCED BY A HIGH LEVEL OF SUCCESS BY GLION STUDENTS AT ALL STAGES OF OUR RECRUITMENT AND SELECTION PROCESS. GLION IS ONE OF A SMALL GROUP OF PRESTIGIOUS AND WELL KNOWN HOTEL SCHOOLS WE RECRUIT FROM AND QUITE A FEW OF OUR SENIOR LEADERS ARE GRADUATES FROM THE SCHOOL.

ANDREW NELSON
GRADUATE PROGRAM MANAGER, EUROPE
INTERCONTINENTAL HOTELS GROUP
ADMISSION REQUIREMENTS

NATIONALITY REQUIREMENTS

**Glion Switzerland:** Nationals of any country can apply and follow the required process for obtaining a visa.

**Glion London:** Applications will be accepted from EU, EEA, Swiss and British Overseas Territory nationals only.

For all applications the following requirements below apply.

**DIPLOMA PROGRAM**

1. Age of admission: 17 years or older.
2. A completed application form with all pertinent attachments and an application fee of CHF 100.-
3. An essay explaining the student’s motivation (minimum of 250 words and maximum of 1,000 words).
4. A copy of a High School Diploma, or completed High School Secondary Education in a recognized institution. The document must show all courses completed and the grades received.
5. For those who have studied outside Switzerland or the European Union:
   5.1 Complete information on the School or College with an explanation of the grading system in English or French.
   5.2 Letter of recommendation from a teacher or guidance counselor.
6. If English is not your mother tongue, or if you have not spent the last 3 years in an English speaking school, please enclose a copy of one of the following:
   6.1 TOEFL: minimum score of 500 for the paper based test or 61 points for the Internet based test. The TOEFL testing code number for Glion Institute of Higher Education is 7337.
   6.2 Cambridge First Certificate Exam (FCE): Grade C.
   6.3 I.E.L.T.S. minimum of 5.0 in listening, reading, writing & speaking in all components.
   6.4 All English certificates must have been issued in the last 12 months prior to admission.
7. A valid medical certificate.
8. Students achieving the Diploma with an average of 7.3 may progress to the Degree program.

**ASSOCIATE / BACHELOR DEGREE**

1. Age 18 or above.
2. A completed application form with all pertinent attachments and an application fee of CHF 100.- / GBP 70.
3. An essay explaining the student’s motivation (minimum of 250 words and maximum of 1,000 words).
4. A copy of Baccalauréat, Maturité, Abitur, A-levels, accredited International High School Diploma, University Degree or equivalent. The above must show all courses completed and the grades received.
5. For those who have studied outside Switzerland or the European Union:
   5.1 Complete information on the School or College with an explanation of the grading system in English or French.
   5.2 Letter of recommendation from a teacher or guidance counselor.
6. If English is not your mother tongue, or if you have not spent the last 3 years in an English speaking school, please enclose a copy of one of the following:
   6.1 TOEFL: minimum score of 500 for the paper based test or 61 points for the Internet based test. The TOEFL testing code number for Glion Institute of Higher Education is 7337.
   6.2 Cambridge First Certificate Exam (FCE): Grade C.
   6.3 I.E.L.T.S. minimum of 5.0 in listening, reading, writing & speaking in all components.
   6.4 All English certificates must have been issued in the last 12 months prior to admission.
7. A valid medical certificate.

**REGISTRATION PROCEDURE**

The administration of the registration process is handled by the Admissions Department of Glion Institute of Higher Education. Certified academic transcripts, certified copies of degrees as well as letters of recommendation from employers and personal portfolios have to be sent with the application form. A final registration occurs on payment of the deposit and satisfactory completion of all admissions records and requirements.

Note: Admissions Requirements are guidelines and subject to change at any time. Please refer to the Academic Catalog for final admissions requirements or contact the Admissions Department.