<table>
<thead>
<tr>
<th>INSTITUTION DATA</th>
<th>DETAILS</th>
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<tr>
<td><strong>Name</strong></td>
<td>Copenhagen Business Academy (Cphbusiness)</td>
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<tr>
<td><strong>Erasmus Code</strong></td>
<td>DK KOBENHA 57 - PIC 949551819</td>
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</tbody>
</table>
| **Postal address** | Cphbusiness  
Cphbusiness International  
Nansensgade 19, DK-1366 Copenhagen K  
Denmark |
| **Website**      | [http://www.cphbusiness.dk/english/](http://www.cphbusiness.dk/english/) |
| **Head of International Relations** | Ms. Henny Melgaard Nielsen  
E-mail: hmn@cphbusiness.dk  
Tel.: +45 3615 4601 |
| **Incoming Exchange Coordinator** | Ms. Annett Borchardt  
Title: Erasmus Coordinator  
Address: Nansensgade 19  
DK-1366 KBH. K  
E-mail: incoming@cphbusiness.dk  
Tel.: +45 3615 4501 |
| **Outgoing Exchange Coordinator** | Ms. Lone Lundgaard Jensen  
E-mail: lli@cphbusiness.dk / outgoing@cphbusiness.dk  
Tel.: +45 3615 4969 |
| **International Coordinator** | Ms. Helen Duus Møllerskov  
E-mail: hdm@cphbusiness.dk / incoming@cphbusiness.dk  
Tel.: +45 3615 4718 |
| **Campuses**     | Soerøe (Nansensgade 19, DK-1366 Copenhagen K)  
Sales and marketing management  
Norrebro (Blaagaardsgade 23B, DK-2200 Copenhagen N)  
Service, hospitality and tourism management  
City (Landemaerket 11, DK-1119 Copenhagen K)  
Economy and financial management  
Lyngby (Noerergaardsvej 30, DK-2800 Kgs. Lyngby)  
Innovation, entrepreneurship, sport management, marketing management  
Cphbusiness International will allocate incoming exchange students to the relevant campus depending on the study programme and/or vacant places.  
Please note: Cphbusiness cannot guarantee classes on campus in the autumn semester, courses may be online depending on the Covid-19 situation. |
## PRACTICAL INFORMATION

**Nominations**

Nominations are made online

**Deadlines for nominations**

- April 15th - nominations for the autumn semester
- October 15th - nominations for the spring semester

For the purpose of requiring a visa, Non EU students must be nominated as early as possible (April 1st /October 1st). Note: Special regulations apply due to Covid-19 (March 2021).

**Language of instruction**

All instruction is in English and based on dialogue, group work and presentations.

Students MUST have English qualifications corresponding to TOEFL 550 or IELTS 6.0. or Level B2 on Common European Framework for Languages in order to be able to participate in class. Official language tests are not required, but we expect that our partner institutions ensure that the nominated students’ level of English meets the above mentioned criteria.

Please note a student’s ability to read, write, speak and understand English will highly influence the quality of the study abroad period and the student’s ability to pass exams.

As an extra service to our international exchange students and partners and to ensure a satisfactory academic outcome of the students’ stay here, we may choose to interview nominees by telephone (or similar) before accepting them for a study programme. Cphbusiness reserves the right to reject students whose level of English is evaluated as unsatisfactory during such an interview.

**ECTS**

Mandatory 30 ECTS during one semester / Approximately 12 American credits

**Website to be updated**

https://www.cphbusiness.dk/english/admission/exchange-students/

**Structure, practical approach and courses**

Cphbusiness’ programmes are interdisciplinary and students must follow a full semester package of 30 ECTS. This means that students are not able to select individual courses/classes.

Group work, presentations and class-based dialogue are core elements in each programme. The approach is practical and applies theories in practice with cases that are inspired by or made in cooperation with real companies. Courses are cross-curricular and exams integrate 2 or more academic areas at the time. This will also appear from the final transcript of records. A small video can be seen here: https://www.youtube.com/watch?v=GoGl_eKThIQ

The course catalogue for all exchange programs can be found on our website (to be updated). Please click here.

Students who wish to apply for a semester at a top-up programme (3rd year) have to fulfil certain academic prerequisites. There are limited places available at these programmes and Cphbusiness faculty will assess the applicants. The majority of exchange students attending a semester at AP degree level (1st and 2nd year).

**Approximate semester dates**

- Autumn semester: End August to January 31st
- Spring semester: End January to June 30th

Nominated students will receive information about the exact dates once registered for a semester.

Exams can take place during the last 2 months of each semester. It is not possible to inform students about the exam dates at the beginning of the semester. Students must therefore be prepared to be in Denmark until the official end date of the semester.

**Introduction days**

- Autumn semester: End of August

**Housing information**

Students are responsible for finding their own accommodation. For information and advice, webinars for nominated students will be held during spring 2021.

**Average cost of accommodation**

400 – 700 Euro per month

**Average cost of living**

400 – 500 Euro per month

**Average cost of books**

400 Euro per semester