THE EPFL STUDENT’S GUIDE
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63.7% of the inhabitants speak German, 20.4% French, 6.5% Italian and less than 0.5% Romansh.

The Swiss Confederation was founded in 1291 and has a population of 7,785,800 distributed across 26 cantons. Switzerland has four national languages: 63.7% of the inhabitants speak German, 20.4% French, 6.5% Italian and less than 0.5% Romansh. The Swiss Confederation was founded in 1291.

Lausanne
Lausanne, the capital of Canton Vaud, lies on Lake Geneva in the French-speaking area. Its population of 135,000 includes some 25,000 students. Lausanne plays a major role in the field of international sport. In particular, as it houses the headquarters of the International Olympic Committee, it has earned the title of “Olympic Capital”. The town is characterised by its steep streets and the over 500 m difference in level between the shores of Lake Geneva and the city’s heights.

ABOUT EPFL
EPFL is located on the shores of Lake Geneva and brings together over 10,000 people on a single campus, including 8,000 students and 253 faculty members. Since it was founded in 1853, EPFL has become a world-renowned international institution with more than 125 nationalities on campus. The School has a unique organisation to foster cross-disciplinary research and promote partnerships with other institutions and companies. Its more than 250 laboratories and research groups enable EPFL to rank among the world’s most innovative and productive institutions in terms of science. EPFL offers 13 complete study programmes at the Bachelor and Master levels in engineering, basic sciences, computer and communication sciences, life sciences, architecture and the environment.

The EPFL Doctoral School enables PhD students of the same subject to work together, transcending the boundaries of their own labs. Students attending the EPFL School of Continuing Education have the opportunity to strengthen and update their skills and knowledge, giving them a competitive edge in a rapidly evolving professional environment.

EDUCATION AT EPFL
Depending on your interests, skills and professional projects you may join EPFL in any of the following study programmes:

- Bachelor and Master level programmes:
  - Architecture
  - Chemistry (Masters in Molecular & Biological Chemistry or Chemical & Biotechnological Engineering)
  - Biology
  - Materials Engineering
  - Mathematics (Masters in Mathematics or Applied Mathematics)
  - Mechanical Engineering
  - Microengineering
  - Physics

- Master level only:
  - Computational Science and Engineering
  - Energy Management and Sustainability
  - Financial Engineering
  - Management, Technology and Entrepreneurship
  - Nuclear Engineering

Study plans and regulations for these curricula are available on sac.epfl.ch/study-plans.

Detailed information is also available online on the futureudiant.epfl.ch “Prospective Students” portal.

Programme-specific leaflets can also be ordered using the form on bachelor.epfl.ch/brochures.

BACHELOR/MASTER EDUCATIONAL STRUCTURE

The educational structure at EPFL is in line with the Bologna Convention and includes two successive stages:

- a Bachelor with 180 ECTS credits (duration approx. 3 years)
- a Master with 90 or 120 ECTS credits depending on the chosen curriculum (duration approx. 1.5 to 2 years)

BACHELOR
The 1st year (so-called “propédeutique”) focuses on basic training in science. This 1st year is completed in one of the 13 available study sections. However, several programmes offer the possibility of joining the Bachelor cycle (2nd and 3rd year) of a related study plan after passing the 1st year exam.

The Bachelor cycle (2nd and 3rd year) introduces the specific courses to be followed in each section, enabling you to gradually master the required skills and working methods. The Bachelor qualification is awarded for mastering the basic knowledge required in a given field. It serves as a passport to enter the Master cycle at EPFL or another university in Switzerland or elsewhere.

Bachelor 180 ECTS

<table>
<thead>
<tr>
<th>2nd and 3rd year Bachelor</th>
<th>120 ECTS</th>
<th>Possibility of exchange in the 3rd year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specific education (approx. 60%): lectures, labs, optional courses, …</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic education, ctd (approx. 35%)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Education in the humanities (approx. 5%)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1st year Bachelor (propædeutic)</th>
<th>60 ECTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic education: mathematics, physics, …</td>
<td></td>
</tr>
</tbody>
</table>
For further information: [languages.epfl.ch/languages-requirements](https://languages.epfl.ch/languages-requirements)

**CMS – Special Mathematics Course**

The European Credit Transfer System (ECTS) serves to assess the level reached by a student by awarding credits to a completed course. ECTS credits are proportional to the volume of work to be completed by the student in the form of either courses, practicals, laboratory work, projects or homework. The ECTS system is based on the assumption that the quantity of work required by a full-time student over an academic year is equivalent to 60 credits. As the workload of students registered for a full-time study curriculum in Europe is usually about 1500-1800 hours per annum, one credit represents approximately 25 to 30 hours’ work.

**PASS REQUIREMENTS**

All relevant information about the pass requirements for each study cycle (propædeutic year, Bachelor, Master) can be found on our website. The Registrar’s Office sends students an official grade sheet by post only at the end of each study cycle. Provisional results for interim years may be consulted and printed from IS-Academia (see p. 24 “IS-Academia / Student File”).

**TEACHING LANGUAGES**

Teaching is given partly in French and partly in English depending on course levels. French is the official language for legal texts at EPFL. The EPFL recommends that students starting at EPFL should have minimum C1 level in the teaching languages (as defined by the Common European Framework of Reference for Languages scale).

For further information: [bachelor.epfl.ch/ects-credits](https://bachelor.epfl.ch/ects-credits)

**Polymaths**

PolyMaths is a one-semester optional course dedicated to students qualified to study at EPFL who wish to perfect their knowledge before starting their 1st year. Whether you are taking a few months’ leave after completing school, are at military service or simply feel the need to strengthen your skills in mathematics, this course may be of interest. For non-French-speaking school-leavers, this is also an opportunity to practice your French before starting university education! Additionally, you can register for language courses free of charge at the EPFL Language Centre.

Organised each year in spring (February to end May), Polymaths is a full-time course to master various general aspects of mathematics and physics through a university teaching method. Together with a module on work techniques, Polymaths offers ideal preparation for polytechnic studies.

**For further information:**

[polymaths.epfl.ch](https://polymaths.epfl.ch)

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STUDYING AT EPFL

Important Deadlines

Early September
registration and welcoming activities for new students (see p. 21 “Welcoming Events”).

Mid September
final deadline for late arrival of admitted students and for eligible students registered at another Swiss university to transfer for their 1st year at EPFL.

Early October
(2nd week of courses): final deadline to register for courses and request a section change.

1st December
deadline for 1st year students to withdraw without failure and/or register for Polymaths as per the rules set out on polymaths.epfl.ch.

Academic Calendar

⇒ sac.epfl.ch/academic-calendar
The Academic Calendar provides all major dates and deadlines for completion of your studies, in particular semester start and end dates, exam sessions, deadlines for withdrawal from exams and bank holidays.

TIMETABLES, STUDY PLANS, REGULATIONS AND COURSE DESCRIPTIONS

Course Planning
Course timetables and descriptions are posted online on is-academia.epfl.ch/publicaccess-Bachelor-Master several weeks before the start of term.

Each course leaflet provides a description of one of the courses to be found in the Bachelor / Master study plan. This leaflet also gives the teaching objectives, content, required level necessary to follow the course, number of hours, number of credits, bibliography and information regarding exams for the course.

Study Plans and Regulations
Detailed study plans for each programme specify compulsory lectures and available optional courses for each semester, indicating the number of hours and credits. These plans also set when and how teaching assessment takes place.

The Rulebooks include legal provisions governing the passing of the exams for each programme. These documents are available on sac.epfl.ch/study-plans

Course Registration
By the end of the 2nd week of each semester at the latest, students should register for courses on is-academia.epfl.ch (login required). You will be automatically registered for exams based on course registration (see p. 25 “IS-Academia / Student File”).

Exam Timetable
Exam timetables are available online on is-academia.epfl.ch/publicaccess-Bachelor-Master several weeks prior to the start of each session.

They are designed to avoid two tests on the same day, which is why it is important that you register properly for courses within the set deadlines. (see p. 35 Checklist “At the start of each term”)

ADAPTED STUDY TIMETABLE

⇒ sac.epfl.ch/course-exemption
If you have a physical disability or are an elite sportsperson or musician, you may – subject to certain conditions – request an adapted study schedule, or even exemption from certain tests.

Kindly fill in the relevant form on our website and send it to the Registrar’s Office together with the required evidence, i.e.:

- elite sportsperson (official certificate from your Swiss sports federation, together with training and competition schedule)
- musician (official certificate from the Conservatoire de Musique stating the number of hours devoted to music lessons)
- disabled student (medical certificate stating why you need an adapted study schedule)

TYPICAL ACADEMIC YEAR
Planning Your Time
The academic year at EPFL is divided into two (autumn and spring) semesters of courses, 14 weeks each, followed by 2 to 3-week (winter and summer) exam sessions (see diagram below).

Our study programmes are designed for full-time studying to obtain 30 credits per semester. The information provided during lectures may be substantial as from the start of term, which is why you should schedule practical work and exam preparation as from the onset of the courses. Both the winter and summer exam sessions are preceded by 2-3 weeks’ revision time during which there are no lectures. These weeks are not holidays and should be used to complete reports on practicals and projects and to revise for the exams.

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- musician (official certificate from the Conservatoire de Musique stating the number of hours devoted to music lessons)
- disabled student (medical certificate stating why you need an adapted study schedule)
REGISTRATION DEADLINES FOR BACHELOR COURSES AND SPECIAL MATHEMATICS COURSE (CMS)

Deadline for online registration and submission of paper-based file: mid January to 30 April

Online registration form on bachelor.epfl.ch/how-to-apply

All applications – even if incomplete – must reach EPFL by 30 April. They may, however, be completed with the latest results obtained until 15 July latest.

The same online form should be filled in to register for:
- 1st year Bachelor
- CMS Special Mathematics Course / preparatory year
- Admission to a higher year (2nd or 3rd year Bachelor)

ADMISSION TO 1ST YEAR BACHELOR

bachelor.epfl.ch/admission-requirements

Swiss certificates ("maturités")

Holders of a "maturité" acknowledged by the "Commission suisse de maturité" are eligible for 1st-year admission into the section of their choice.

Foreign diplomas / International Baccalaureate (IB)

Holders of a general, or if applicable, a science baccalaureate from an EU or EFTA member state with an average grade of 70% or over across the following subjects: mathematics, physics or chemistry, the baccalaureate teaching language and another modern language, are admitted into 1st year without an exam into any EPFL section. For certain countries, an admission certificate from an acknowledged university in the same field may be required.

See bachelor.epfl.ch/admission-pays

The holders of an International Baccalaureate (IB) are admitted into 1st year without an exam subject to certain conditions (see details on our website).

Applications by students holding another foreign diploma or who do not meet admission requirements are dealt with by our Admission Committee, which decides whether a student may be admitted to EPFL in the 1st year or to the Special Mathematics Course (CMS), for which there is a limited number of places. (see p. 6 “CMS – Special Mathematics Course” and hereunder “Admission to the Special Mathematics Course”).

HES Bachelors

The holders of a Swiss HES (University of Applied Sciences) Bachelor are eligible for admission to the 1st year of any EPFL section.

ADMISSION TO THE SPECIAL MATHEMATICS COURSE (CMS)

bachelor.epfl.ch/admission-cms

Vocational baccalaureate or general education diploma

The holders of a vocational baccalaureate or general education diploma are automatically admitted to the CMS. They are required to succeed in this preparatory year to be admitted to 1st-year courses in any EPFL section.

Swiss applicants with a foreign baccalaureate

Swiss applicants with a foreign baccalaureate who do not meet the 1st year admission requirements are automatically admitted to the CMS. They are required to succeed in this preparatory year to be admitted to 1st-year courses in any EPFL section.
Foreign applicants with a foreign diploma / International Baccalaureate (IB)
Applications by foreign students holding a general baccalaureate, preferably science-oriented, issued by an EU or EFTA member state, who do not meet the 1st year admission requirements, are admitted to the CMS provided that they meet the requirements set out on our website. Applications by foreign students holding an International Baccalaureate (IB) who do not meet the 1st year admission requirements, are admitted to the CMS provided that they meet the requirements set out on our website.

Applications to the CMS which do not meet the above requirements are reviewed on personal record. The Admission Committee makes its decision known at end of July.

ADMISSION TO A BACHELOR HIGHER YEAR (CPG / ENS LYON)
After one or two years of French preparatory course
→ bachelor.epfl.ch/admission-cpge
Applicants from preparatory science classes in the higher mathematics (MPSI, PCSI, PTSI, TSI) or special mathematics (MP, PC, PSI, PT, TSI) channels may submit an application file for admission to a higher year (2nd or 3rd year Bachelor) in certain EPFL sections.

These files are dealt with in a very selective way. Only students from a top preparatory school with excellent results are accepted and an interview may be required.

Entrance exam to ENS Lyon
→ bachelor.epfl.ch/acCORDENSLYON
Students who have successfully passed the entrance exam to ENS Lyon are admitted to 3rd year EPFL courses in certain sections (see detailed procedure on our website).

ENTRANCE EXAM
Applicants who do not meet 1st year admission requirements or fail to be admitted to the Special Mathematics Course (CMS) must pass the EPFL or ETHZ entrance exam to start Bachelor studies. Succeeding in the CMS is equivalent to passing the entrance exam.

The registration deadline and fees for the entrance exam are set out on bachelor.epfl.ch/examen-admission

The entrance exam schedule is provided on sac.epfl.ch/study-plans

The terms of the entrance exam are set out in the Ordinance on Admission to EPFL (French only) on polylex.epfl.ch/page69733.html

ADMISSION TO POLYMATHS
→ bachelor.epfl.ch/admission-polymaths

Deadline for online registration and submission of paper-based file: 1 December

Online registration form on polymaths.epfl.ch in the “Inscription” section.

When submitting your application, please attach all documents required in the admission procedure. Incomplete applications will not be considered by the Admission Committee.

Holders of a Swiss "maturité" or students admitted in a 1st-year EPFL programme may register for PolyMaths (see p. 6 “Polymaths”) by following the official application procedure.

Access to PolyMaths is on personal record as the number of places is restricted (to 80 students). If the number of applicants exceeds this limit, the CMS management will select applicants. In addition to their school record, major emphasis will be put on the candidates’ motivation.

The final decision rests with the CMS and will be notified latest by mid January.

TRANSFER FROM ANOTHER UNIVERSITY
Candidates registered with another Swiss University or University of Applied Sciences may apply for a transfer of their registration to EPFL until the end of September. However, transfer will only be accepted provided that the applicant meets the EPFL’s own admission criteria.

Transfer applications should be sent to the Student Services Desk by e-mail to student.services@epfl.ch.

Students no longer entitled to pursue their studies in a Swiss University or University of Applied Sciences may not be admitted to EPFL in the same programme.

CHANGING PROGRAMMES AT EPFL
→ sac.epfl.ch/changing-programme

In the 1st year you may apply for a change of programme before the end of the 2nd week of courses in the autumn semester, either by filling in the “Academic Registration Form” on IS-Academia (see p.24 "IS-Academia / Student File"), or by e-mail to the Student Services Desk provided that you have validated this form.

As from the 2nd year you must fill in the relevant form on the Registrar’s Office web page to apply for a change of programme, to be decided by the authorities concerned.

In the propædeutic cycle (1st year Bachelor), a single failure in the original section will not be taken into account in the event of final (or double) failure. Students may therefore change programmes at that stage and still have two attempts in their new section.

ARMY, MILITARY SERVICE
→ sac.epfl.ch/armee

It has become difficult for EPFL students to reconcile their studies with military obligations.

You are therefore advised to complete the whole of your military training before starting your university curriculum, so as to avoid suspending your education at the risk of losing a year of studies. If you decide to take a year’s leave after leaving school to complete your military training, it would be wise to use the time to do a few compulsory refresher courses or to opt for long service so as to complete your life’s military duties once and for all.

You will find further information on the EPFL bachelor.epfl.ch/military-service and the Army’s www.vtg.admin.ch/internet/vtg/fr/home.html websites.

During your studies requests for leave, postponement or exemption should be submitted to the Army as soon as possible subject to the Registrar’s Office’s prior agreement. The links to fill the relevant forms and all relevant information are on sac.epfl.ch/armee.
REGISTRATION DEADLINES

Registration deadlines: early November to 15 January and 16 January to 15 April.

The application form is totally online and must imperatively be validated before the deadline. All required documents must be downloaded into the form. Once you have validated the form you may no longer alter it or add documents.

Access to the application procedure and form on page master.epfl.ch/application.

Although the Admission Committee for Master programmes meets twice a year, the start of the academic year is only once a year in mid September.

ADMISSION REQUIREMENTS

Bachelors from EPFL
Students with an EPFL Bachelor are automatically admitted to the Master programme in the same field of study without having to apply again. However, if they aim at an EPFL Master in another subject, they should apply online within the set deadline and follow the relevant application procedure.

Bachelors from another Swiss university
Students with a Bachelor from another Swiss university are automatically admitted to the Master Programme linked to their Bachelor studies, although specific conditions may apply (validate additional credits). However, such students should apply online within the set deadline and follow the relevant application procedure.

HES Bachelors
Holders of an HES Bachelor (from a Swiss University of Applied Sciences) may be admitted to an EPFL Master Programme in the same field of study, subject to completing a 60 ECTS bridge course. See sac.epfl.ch/study-plans. Highly Specialized Studies admission (HES).

Foreigner Bachelors
Holders of a foreign Bachelor should apply online within the set deadline and follow the relevant application procedure. An Admission Committee reviews all complete applications. Only students with an excellent academic record and references can be accepted.

DOCTORAL SCHOOL

The PhD in Science – the ultimate degree awarded by EPFL – is generally granted after 4 years of research further to graduate studies for a Master, an engineer’s diploma or equivalent degree. Doctoral theses are often completed in conjunction with paid employment as a PhD Assistant in an EPFL lab or institute.

The Doctoral School offers a wide range of high-level courses providing the necessary credits to obtain a PhD.

Information about doctoral studies and the relevant application form are provided on our website.

CONTINUING EDUCATION

The offer of continuing education at EPFL includes a range of courses generally focused on its areas of expertise. They are aimed first and foremost at people who already have work experience. The offer is varied, ranging from a few weeks to longer courses of over a year. Depending on the fields of study, courses may take place either at EPFL or anywhere in the world.

Long programmes are generally broken down into modules to make training flexible and enable students to keep up their professional activity.

The full list of continuing education courses as well as the admission requirements and deadlines are provided on our website.
EXCHANGE – MOBILITY

EXCHANGE IN
→ sae.epfl.ch/exchange-incoming
The Student Exchange department is in charge of welcoming over 400 exchange students per year from our worldwide partners. To be accepted as an exchange student at EPFL, you must be selected by your home university and announced as such to the EPFL Student Exchange Office.

If your home university has no bilateral agreement with the EPFL, you cannot have exchange student status. You will have visitor status and your file will be processed by the Registrar’s Office (see p. 20 “Tuition Fees and Cost of Living”).

Xchange-EPFL is the student association in charge of welcoming exchange students to EPFL. Throughout the year, it organises events – parties, sport weekends, cultural outings, etc.: esn.epfl.ch

For further practical information please refer to other chapters in this guidebook.

EXCHANGE OUT
→ sae.epfl.ch/exchange-outgoing
The Student Exchange Office is also in charge of promoting and organising student exchange programmes. It offers academic exchange opportunities to 3rd year Bachelor and 1st year Master students and for Master projects in the framework of the Erasmus European programme as well as based on agreements signed directly with foreign universities.

PARTNER UNIVERSITIES
→ sae.epfl.ch/partner-universities
EPFL has exchange agreements with over 190 universities throughout the world. A list of these partners can be found on the website.

GETTING TO EPFL
Metro
The M1 line takes you to the EPFL stop in 15 minutes from central Lausanne (Flon stop) or 7 minutes from Renens train station (ticket valid for 1 zone – 1 hour).
For further information: epfl.ch/tsol

Bus
Several bus lines stop at EPFL:
- TL (Transports publics de la région lausannoise): www.t-l.ch
  N° 33 Picard - Mont-Goulin
- TPM (Transports publics morgiens) mbc.ch
  N° 701 Picard - Echichens
  N° 705 EPFL - Dengers

Students using the bus and metro in Lausanne may purchase a monthly pass at student rates.
Information on rates, timetables and destinations can be obtained from the Flon station or by telephone on 0900 564 900.
For further information: sae.epfl.ch/transport

By car
Follow the “Lausanne-Sud” direction on the motorway and take the “EPFL” exit (about 5 minutes from the motorway exit).

By plane
Geneva International Airport is 60 km from Lausanne. There are several trains per hour from the airport to Lausanne station and the journey takes about 45 minutes.

HEALTH & ACCIDENT INSURANCE
→ sae.epfl.ch/insurance
Health and accident insurance is compulsory in Switzerland and all foreign students must have insurance approved by the Swiss authorities. In certain cases, provided that the foreign health and accident cover is equivalent to that foreseen under Swiss law, students may ask to keep their foreign insurance. They should apply to the cantonal supervisory body as follows:

Organe Cantonal de Contrôle de l’assurance maladie et accidents
Ch. de Mornex 40
CH - 1014 Lausanne
Tel: +41 (0)21 557 47 47
Fax: +41 (0)21 557 47 50
E-mail: info.occ@vd.ch
Website: www.vd.ch/occ

Students from EU countries are entitled to an exemption from the obligation to use Swiss insurers provided that they submit their European Health Insurance Card to the same Organe Cantonal de Contrôle de l’assurance maladie et accidents.

For further information on this procedure: sae.epfl.ch/derogation-assurance

HOUSING
→ logement.epfl.ch/housing
Student Halls
Les Estudiantines halls of residence on campus offer 301 accommodation units (110 individual studio flats, 176 furnished rooms with private bathroom and shared kitchen, and 15 apartments) available to EPFL students as a priority. Monthly rent for a room from CHF 665*; and from CHF 750* for a studio. Details and rental application form on les-estudiantines.ch

The Fondation maison pour étudiants Lausanne (FMEL) manages 7 residences with accommodation (rooms and studios) for EPFL and Lausanne University students only.

The monthly rent varies depending on the type of lodgings and duration of stay. For a room in a shared apartment prices range from CHF 480* to CHF 600*; CHF 500* to CHF 620* for a single room with private bathroom; CHF 640* to CHF 760* for a single occupancy studio; and CHF 700* to CHF 820* for a studio with double occupancy. Details and online bookings on fmel.ch/en

There are other student halls. Further information logement.epfl.ch/housing in the Halls of Residence section.

* prices subject to change. Prices include monthly changes and an Internet connection.
Other Accommodation

Private rooms
Students may rent a room in a private flat, share a flat with other students or rent a self-contained room.

Studio flats and apartments
Apartments and studio flats are essentially managed by estate agents. Financial guarantees are required (guarantor residing in Switzerland) as well as an amount equal to 3 months’ rent (rental guarantee – bank deposit) to be deposited before moving in (for rental guarantee see “other housing information” below).

As flats are usually unfurnished, an amount of about CHF 2,500 should be foreseen to purchase new furniture and equipment.

Further information on the cost of living can be found on sae.epfl.ch/supplies.

You should submit the following documents to the residents’ office:
- Passport
- EPFL enrolment certificate (which you can print as soon as you are registered)
- 3 passport photos
- 1 document (bank statement, grant, etc.) proving that you have sufficient funds (minimum CHF 2,000 per month on top of housing expenses) to cover your stay in Switzerland.

STUDY GRANTS → sae.epfl.ch/grants

Swiss nationals and residents
Swiss and foreign students residing in Switzerland should apply, before they start their studies, to the office of the canton of their parents’ domicile. The office may award a grant based on a scale taking income and family situation into account.

The addresses of the cantonal grant offices are listed on sae.epfl.ch/cantonal-grants.

Residence permit
You have to register with the residents’ office (“contrôle des habitants”) of your commune of residence within 14 days of your arrival in Switzerland. This procedure also applies to Swiss residents coming from another canton.

Emergency accommodation
If you arrive in Lausanne without a place to stay, Lausanne Tourisme provides hotel addresses. There is an office at Lausanne train station and you can also look up emergency accommodation on logement.epfl.ch/lausanne-tourism.

EPFL also has 7 fully furnished and equipped rooms for temporary accommodation (minimum stay 1 week – maximum 4 weeks) at Les Estudiantines.

Other housing information
Rental guarantee
EPFL and SwissCaution have formed an exclusive partnership allowing you to provide rental guarantee (as above) without a bank deposit under particularly reasonable terms. No need to block a large amount on a bank account – SwissCaution enables you to pay a fixed annual contribution instead of making a cash deposit.

Offering accommodation
Looking for a flatmate, to sublet your apartment or to find a new tenant for your studio flat? Use our housing database to place an ad. Other tips on housing on logement.epfl.ch/housing.

RESIDENCE PERMIT
You have to register with the residents’ office (“contrôle des habitants”) of your commune of residence within 14 days of your arrival in Switzerland. This procedure also applies to Swiss residents coming from another canton.

You should submit the following documents to the residents’ office:
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- EPFL enrolment certificate (which you can print as soon as you are registered)
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- 1 document (bank statement, grant, etc.) proving that you have sufficient funds (minimum CHF 2,000 per month on top of housing expenses) to cover your stay in Switzerland.

STUDY GRANTS → sae.epfl.ch/grants

Swiss nationals and residents
Swiss and foreign students residing in Switzerland should apply, before they start their studies, to the office of the canton of their parents’ domicile. The office may award a grant based on a scale taking income and family situation into account.

The addresses of the cantonal grant offices are listed on sae.epfl.ch/cantonal-grants.

Swiss students living abroad
Swiss students living abroad should apply to their canton of origin and to the Association des Jeunes Suisses de l’Etranger (AJAS) Alpenstrasse 26 CH - 3006 Berne Tel: +41 (0)31 351 61 04 Fax: +41 (0)31 351 61 01 E-mail: ajas@aso.ch Website: www.aso.ch/en

Foreigners not residing in Switzerland
Study grants awarded to foreign students are very rare. In the EPFL framework, such grants are awarded at the earliest after successful completion of the propædeutic year and must meet a number of very specific criteria. You should therefore secure adequate funding before applying to EPFL so as to avoid wasting time and disappointments and to settle in under the best conditions.

For further information about social grants awarded by the Fondation des Etudiants de l’EPFL please refer to the "directive concernant l’attribution des bourses d’études par l’Ecole Polytechnique fédérale de Lausanne" on polylex.epfl.ch/page69734.html.

Under no circumstances are students entitled to any grant as of right. Grant applications must imperatively be submitted to the Social Service within the deadlines set in the academic calendar: sae.epfl.ch/academic-calendar.

Please make an appointment with the Social Service for any grant application by contacting the Student Services Desk.

Master applicants
EPFL does not offer social grants to start Master studies. However, a few scholarships are awarded to students with an outstanding academic record. For further information: master.epfl.ch/financialissues

Foreign students wishing to do a Master in Switzerland may apply to the Federal Commission for Scholarships for a grant by the Swiss government. See sae.epfl.ch/phd-and-continuing-education-grants.
Exchange students
All EPFL students performing an academic exchange in a university are entitled to an exchange scholarship to cover part of their travel expenses. The students remain registered at EPFL during the exchange and continue to pay EPFL tuition fees. On the other hand they are exempted from the host university tuition fees. Cantonal scholarships and grants from the Fondation des Etudiants de l’EPFL remain applicable. For further information: sae.epfl.ch/exchange-outgoing

Continuing education and PhD applicants
EPFL does not offer continuing education grants and only rarely steps in at the end of a thesis upon a formal request by the Dean of the Doctoral School. For members of the EPFL Alumni Association A3, a possibility exists of obtaining an “honours loan”. a3.epfl.ch/prets.html For further information: sae.epfl.ch/phd-and-continuing-education-grants

Private foundations
The list of private foundations offering financial aid and terms for eligibility are set out on sae.epfl.ch/grants

TUITION FEES AND COST OF LIVING
\( \rightarrow \) sae.epfl.ch/study-costs
The amounts below are subject to changes so no administrative steps to be taken

Bachelor, Master, CMS and Polymaths
At the beginning of each semester, you will receive an invoice of CHF 633 for tuition fees.

New students at EPFL should pay a registration tax of CHF 50 for the holders of a Swiss certificate or CHF 150 (value at 2010) for those of foreign certificates at the beginning of their 1st semester at EPFL.

Exchange students or visitors
Exchange students are exempted from tuition fees and taxes at EPFL provided that a bilateral agreement exists between EPFL and their home university. Students from a university without a bilateral agreement with EPFL are subject to a tuition fee of CHF 50 an hour of course per semester and to a CHF 53 semester tax.

Exceptionally and as a last resort only, any student with insufficient means to pay his/her tuition fees and related taxes may apply for assistance from the Fondation des Etudiants de l’EPFL. The application should be submitted to the EPFL Social Service by 1 September of each year. You may make an appointment by e-mail to student.services@epfl.ch or by phone on +41 (0)21 693 43 45.

For further information about social grants awarded by the Fondation des Etudiants de l’EPFL please refer to the “directive concernant l’attribution des bourses d’études par l’Ecole Polytechnique fédérale de Lausanne” on polylex.epfl.ch/page69734.html

PhD
No fees are charged during the period of thesis preparation. The candidate does, however, have to pay a tax of CHF 1200 (value at 2010) to sit the oral thesis examination.

In exceptional situations, a request for exemption from payment of this tax may be submitted to the EPFL Social Service, which decides on a case-by-case basis.

Continuing education
Registration fees are CHF 1,160 for long courses and CHF 580 for short courses.

In addition, participants in continuing education courses pay a contribution to expenses whose amount is set out in the programme specific brochures or on the specific webpage of each programme: continuing-education.epfl.ch

Cost of Living in Switzerland
The cost of living is high in Switzerland and you are strongly advised to prepare a budget in advance of your studies. Amounts may naturally vary according to your consumption habits.

However, be prepared to spend more money at the start of your stay.

Typical annual budget :
\( \rightarrow \) sae.epfl.ch/cost-of-living

\begin{tabular}{|l|c|}
\hline
Tuition and supplies & CHF 2,500 \\
Accommodation & CHF 7,000 \\
Food & CHF 7,000 \\
Clothes and personal items & CHF 2,000 \\
Insurance, transport, misc. & CHF 3,500 \\
\hline
Total & CHF 22,000 \\
\hline
\end{tabular}

VISA
\( \rightarrow \) sae.epfl.ch/visa-en
For nationals of an EU country
No visa needed to enter Switzerland, so no administrative steps to be taken from abroad.

For nationals of an non-EU countries
A visa is compulsory and must be applied for from the Swiss representation (embassy or consulate) closest to your home abroad.

The visa application must be submitted at least 3 months prior to the start of your study curriculum by means of the appropriate visa application form. In order to improve effectiveness and speed up the process, the document: “Application for a Temporary Residence Permit for Study Purposes in the Canton of Vaud” should be attached to the visa application file.

Site for general information on entry into Switzerland: www.population.vd.ch

WELCOMING EVENTS
Various welcoming activities are organised in the weeks prior to the start of the academic year.

A Welcome Day is foreseen for all new students on the Friday before the start of term in September. Attendance is compulsory as this enables you to gather important information about your studies and to meet your future lecturers.

The programme is set out on sae.epfl.ch/welcome-day

How to be a successful student: during the week before courses start, EPFL offers a range of workshops to prepare you for polytechnic education: sae.epfl.ch/metier-etuundant

Integration Week, extremely useful to establish contacts, is organised in the week prior to the start of term in September by the executive committee of AGEPOLY, the EPFL student association: agepoly.epfl.ch/agepoly/animation/si (see p. 27 "Associations")

Welcoming Programme for foreign students: sae.epfl.ch/internationals-welcome
WORKING IN SWITZERLAND

The police cantonale des étrangers authorises EU students to work as from the start of their studies at EPFL. They may work maximum 15 hours per week during semesters and full-time during the academic holiday.

Non-EU students are not allowed to work during the first six months of their stay in Switzerland, after which they may work maximum 15 hours per week during semesters and full-time during the academic holiday.

For all regular paid work, students holding a B permit must ask their future employer to fill in and sign a form for employment (form 1350 for Canton Vaud). They should then have this document endorsed by Student Services. The form is available on sae.epfl.ch/working.

Failure to comply with these rules may result in refusal to extend the residence permit.

Tax at source refunds

Foreign students working in a company are subject to social deductions and tax deducted at source. The latter can be reclaimed in December of each year provided that the student’s annual income is under CHF 8,000.

For Canton Vaud, applications for refunds should be submitted in writing, together with:
- employers’ certificates for the given tax year
- copy of your residence permit
- copy of your EPFL enrolment certificate
- your bank or postal account number for reimbursement

Administration cantonale vaudoise des impôts (Impôts à la source)
Route de Berne 46
1014 Lausanne
Tel: +41 (0)21 316 21 21

CAREER CENTER

The Career Center is a bridge between EPFL and working life.
As such it has a dual role: to provide academic guidance and to support integration into working life at the end of your studies.
Academic / career advisors are available should you have questions or doubts about your studies and to take stock of your situation. Individual interviews are made by appointment – please call Student Services on +41 (0)21 693 43 45 or e-mail student.services@epfl.ch.

In order to help you to be prepared for your working life, the Career Center offers individual sessions and a range of courses on vocational integration and the development of useful skills for working life. These courses can be followed throughout your academic curriculum. Various workshops on career opportunities for engineers are also organised and usually moderated by EPFL Alumni with active careers.

HELP

The Help network has 4 departments offering the following services:

(help)me - prevention & support (call 222)
help.epfl.ch
The (help)me network aims to promote the quality of human relationships on campus and to support students in various fields: psychotherapeutic consultation, individual interviews in case of personal or economic problems, mediation and individual support, coaching, chaplaincy, health at work, equal opportunities office, etc.
Students needing psychological or social support and advice during their studies may contact a (help)me team member at all times. All services are provided in strictest confidence.
STUDENT FACILITIES

(h)elpdesk - computer problems (call 1234)
Trouble with e-mail, connection to campus computers, your printing account – call the IT helpdesk.

(h)elpemergencies: safety & health (call 115)
The Safety, Hygiene and Environment department (SHE) is there to anticipate and meet your safety and health requirements on campus.

(h)elp to find – finding a person, place or unit on campus (call 111)
Our telephonists will gladly help.

LANGUAGE CENTRE
→ langues.epfl.ch
In order to promote the development of the necessary multilingual skills for students to communicate across cultures, the EPFL Language Centre offers various possibilities to learn the following languages: English, French, German and Italian.

Various types of training are offered during and between terms with modules for integrated skills, specific skills for academic and vocational requirements, external exam options, intensive and semi-intensive, self-learning in the multimedia centre (with or without support) and tandem with or without tutorial support.

Intensive French courses are specifically dedicated to new, non French-speaking students before the start of the academic year. These courses are aimed at exchange students and students starting a Master course.

Courses are free of charge and restricted to members of the EPFL community (French courses for spouses for a fee).

Purchasing a laptop - Poseidon
The Poseidon service enables you to purchase a laptop at preferential rates, with a 3 year warranty, and to benefit from support via the education-oriented helpdesk. In addition, Poseidon promotes the use of open source software in education.

For further information: poseidon.epfl.ch

LIBRARY → library.epfl.ch/en
The mission of the EPFL Library, located in the Rolex Learning Center, is to help you to succeed in your studies and personal projects. In short, the EPFL library:

→ provides scientific and technical information and documents in the EPFL’s education and research fields.

→ offers EPFL students the appropriate tools and methods to conduct documentary research independently.

→ is a place of work, study, documentation and meetings for the EPFL community.

IS-ACADEMIA/STUDENT FILE
→ library.epfl.ch/en
IS-Academia is your academic management tool – this software enables you to consult your personal academic file online. Access to the application is divided into two sections.

Public access
Part of the IS-Academia data is accessible without authentication. This section displays general information such as the list of students registered for courses, course and exam timetables and study plans and regulations.

Secure access
Access to individual and personal data is protected and you will need a username and password (allocated to you at the beginning of your studies) to view this section.

You will log in to the secure section of IS-Academia throughout your studies to perform various tasks, e.g.:

→ check and/or alter your personal data and notify a change of address should you move
→ access and print various documents such as your enrolment certificate, exam results or, at the end of your studies, your exmatriculation certificate
→ complete compulsory formalities for your studies. For instance, at the start of each semester you should validate the academic registration form and register for courses, projects or internships
→ you can unregister from exams (withdrawal subject to certain conditions, see sac.epfl.ch/academic-calendar)
→ other functions are available such as evaluation of teaching, registration for the compulsory English language test, etc.

IT → dit.epfl.ch/students
Secure IT services
To access certain IT services on the EPFL website you must identify yourself with a username and password provided to you at the beginning of your first study semester. Identification and authentication principles are set out on dit.epfl.ch/page-17403.html. You can change the password initially allocated to you on the GASPAR portal: gaspar.epfl.ch

IT Resources
An e-mail address “first name.name@epfl.ch” is allocated to you when you first register. Throughout your studies at EPFL, important information, reminders, etc., will be e-mailed to you at this address, enabling EPFL to reach you quickly, either individually or as a group. You are expected to read your e-mails and manage your mailbox diligently. This e-mail address will also be posted in the student directory. To access your account please connect to webmail.epfl.ch

In addition to your e-mail account, you can create blogs, wikis and publish your CV on your personal web page. Details on all available communication tools on dit.epfl.ch/page-17404.html

In case of computer problems, the IT helpdesk is there to help: support-it.epfl.ch
You can also get help from the Poseidon team: poseidon.epfl.ch/article.php3?id_article=88

Printing
As an EPFL student you are allocated a print account at the start of your studies. For information about reloading your account, rates and print account status please look up myprint.epfl.ch

Purchasing a computer
Attractive terms for students via the Poseidon portal: poseidon.epfl.ch
CULTURE ON CAMPUS  → culture.epfl.ch
There are special offers for students in the field of artistic creation – theatre, dance, movies, museums, modern and classical music. Please refer to the website. Subscribing to the newsletter will keep you informed of special offers: culture@epfl.ch

DISABLED STUDENTS  → sae.epfl.ch/disabled-persons
EPFL is determined to make the life and integration of disabled persons easier. You may request an adapted study plan from the Student Affairs Department. In addition, the EPFL Website provides many useful contacts on campus and beyond for help on access, transport, leisure, adapted housing, travel in Switzerland and abroad, home help and care and legal issues.

PARKING  → dii.epfl.ch/mobility-parking
Car parks are available to students on the EPFL site by purchasing a monthly or yearly parking permit from the "Accueil-information" office located on the Esplanade. Parking permits may be bought at any time, even after the start of term. However, you are advised to opt for public transport as parking spaces are limited. Your parking permit does not guarantee a free space.

RESTAURANTS  → restauration.epfl.ch
There are 18 restaurants, cafeterias and food stores offering a wide range of food on the EPFL campus. The menus are posted on the website at the start of each week. Meals are usually served Monday to Friday from 11:30h to 14:00h and 18:00h to 20:00h. Students who pay with their CAMIPRO badge – which doubles up an electronic purse – get a discount. (see p. 28 “Student Card”). Note that if your badge does not have sufficient cash, your meal will be charged at full price. You cannot pay part with your card and part in cash, so make sure the balance on your badge is sufficient.

ASSOCIATIONS  → associations.epfl.ch
Student associations
There are over 60 student associations on the EPFL campus, dedicated to all sorts of sports, board or network games, organising acclaimed festivals, acting, singing or playing an instrument or shaping your career. These associations help new students to settle in at EPFL. Please look up the associations.epfl.ch website to give your studies added meaning! You will also find all necessary information should you wish to establish a new association.

AGEPoly  → agepoly.epfl.ch
AGEPoly is the EPFL student association. It represents the interests of all registered students and promotes them vis-à-vis the EPFL management via committees in charge of making decisions affecting life on campus.

AGEPoly enables students to:
- join into campus community life
- make the most of the entertainment activities organised by the association and through its committees (see agepoly.epfl.ch/agepoly/page/commissions)
- enjoy benefits negotiated by the students for the students
- obtain various services from the association boutique – reload their Myprint print account and CAMIPRO card, bookbinding, purchase EPFL branded sweatshirts and many other goodies
- purchase books at a discount through the book exchange

CHILD CARE  → sae.epfl.ch/childcare
There are two day-care centres on the EPFL campus: La Croquignole and Le Polychinelle. As the number of places is limited you are advised to register as soon as possible or even to put your name down on the waiting list.
Do also contact your commune of residence for information on childcare facilities and a list of daycare providers ("mamans de jour").
LIFE ON CAMPUS

SHOPS \(\rightarrow\) [information.epfl.ch/shops](http://information.epfl.ch/shops)
Various shops and services are available on campus:
- Post office
- CFF train ticket shop
- "La Fontaine" bookshop
- "Le Négoce" grocery store
- Credit Suisse Bank
- "Tech Travel" travel agency
Les Presses Polytechniques Universitaires Romandes (university publishers).

SPORTS CENTRE \(\rightarrow\) [unil.ch/sport](http://unil.ch/sport)
For a better lifestyle or just to do yourself some good while having fun, this exceptional site offers 85 sports to choose from, in cooperation with over 200 instructors.
The University Sports Centre is a joint venture between the two universities in Lausanne – UNIL and EPFL.
A leaflet listing all sports, including schedules, is available at the EPFL Student Services desk. Some sports can be practiced at competition level within the University club. For further information please contact the sports department [sports@unil.ch](mailto:sports@unil.ch).

STUDENT CARD \(\rightarrow\) [camipro.epfl.ch](http://camipro.epfl.ch)
Your student badge, also called CAMIPRO card, confirms your status as an EPFL student. This microchip badge is imperative and you should always have it with you. It is used to access certain classrooms, sit exams and borrow books. Additionally, you may charge your badge with cash and use it as an electronic purse to pay in campus restaurants at a discount or make photocopies. You will also be able to use your card to borrow free-access bikes.
At the start of each term you should update the data on your badge on one of the CAMIPRO infoterminals.

LIVING IN SWITZERLAND

BANKING
You may open a bank account in Switzerland by submitting ID and your residence permit.
There is a bank on the EPFL campus and another at Lausanne University: [information.epfl.ch/shops](http://information.epfl.ch/shops).
Bank cards/debit cards are widely used for cash withdrawals and accepted for payment in most shops.

Swiss currency
The Swiss currency unit is the Swiss Franc (abbreviated CHF or simply Fr.)
Coins come in 5, 10, 20, and 50 centimes and 1, 2 and 5 franc pieces.
Banknotes come in denominations of CHF 10, 20, 50, 100, 200, and 1000.

ELECTRICITY
The standard voltage in Switzerland is 220V.
Standard sockets are for three-pin plugs: [www.levoyageur.net/prises.php?paysfr=Suisse](http://www.levoyageur.net/prises.php?paysfr=Suisse)
Transformers and adapters can be purchased from electronics stores, supermarkets or DIY stores.

HEALTHCARE
Students in need of medical care can go to the closest medical centre or to the University Hospital CHUV. The list of hospitals, medical centres and emergency services is given on [sae.epfl.ch/health](http://sae.epfl.ch/health).

Dental care
Swiss health insurance does not cover dentists’ bills. It is best to arrive in Switzerland with healthy teeth as dentists can be extremely expensive. You are advised to ask for an estimate before having treatment.
The list of dental care centres is on [sae.epfl.ch/health](http://sae.epfl.ch/health).
LIVING IN SWITZERLAND

Psychological distress
Students needing psychiatric or psychotherapeutic support may make an appointment with a specialised psychiatrist subject to medical privilege. Consultations take place on campus and you should make an appointment by contacting the Student Affairs Department, BP 1 242, tel. +41 (0)21 693 22 82, sae.epfl.ch/psy-consultation

Medicines
Prescription drugs must be purchased at a chemist's.

INTEGRATION – LOCAL CUSTOMS
Switzerland is very unusual in that its various language regions have close relationships with their immediate neighbours as they share a language and culture. Thus the French-speaking area (“Romandie”) has close ties to France, the German-speaking area to Germany and the Ticino to Italy. To help you fit in we recommend the following links and books
swissworld.org
survivalbooks.net
myswitzerland.com
studying.epfl.ch

EPFL has set up a coaching programme to help new students to fit in by taking advice from a more experienced student coaching.epfl.ch

MEDICAL EMERGENCIES
Call 144 for the medical emergency centre serving the whole canton of Vaud.

Emergencies
CHUV University Hospital (Centre hospitalier universitaire du canton de Vaud)
Rue du Bugnon 46
CH - 1011 Lausanne
Tel: +41 (0)21 314 11 11

Centre for doctors and dentists on 24h duty (Lausanne)
Tel: 0848 133 133

Treatment centre for poison cases (Zurich)
Call 145

Psychiatric help
(Service de psychiatrie wet de liaison – SPL)
Policlinique médicale
Universitaire
Rue du Bugnon 44
CH - 1011 Lausanne
Tel: +41 (0)21 314 61 04 (24/7)

Psychiatric emergencies
Please call the centre for doctors on duty.

OLD AGE AND SURVIVOR INSURANCE (AVS) → sae.epfl.ch/insurance
According to AVS law, Swiss and foreign students holding a C permit must subscribe for AVS if they do not have any gainful employment. This contribution applies from 1 January of the year following that in which the student reaches the age of 20.

Students must pay an annual subscription by means of a payment slip provided by the Agence communale des assurances sociales in Lausanne, even if they do not live in Lausanne. For students who work, AVS contributions during each period of employment are deducted from the annual subscription.

Service des assurances sociales
Cotisations et prestations AVS/AI/APG
Place Chauderon 7
CH - 1003 Lausanne
Tel: +41 (0)21 315 11 11

POST & MAIL → www.poste.ch/en
Post offices also offer other services – telephone, fax, money transfers, debit card for shopping. You can also open a postal account to manage your funds and pay your bills.

SHOPS & SECOND-HAND STORES → sae.epfl.ch/supplies
Most shops are open from 08.30h to 18.30h except on Saturdays where closing time is earlier. Except in train stations and airports shops are closed on Sundays. Most Swiss cities have a fruit and vegetable street market twice a week. A list of second-hand stores is provided on our website.

SOCIAL LIFE IN LAUSANNE
The city of Lausanne – the Olympic capital – attracts thousands of tourists every year from all over the world to visit the historic buildings of the town’s rich heritage. There are also a number of concert halls, a dense museum network, music festivals, renowned sport events, great restaurants, discos and many other places for your entertainment. Please look up the offer on the city’s Tourist Office website lausanne.ch

If you are into movies please look up the programme in Lausanne on lausanne.cine.ch
And the local cultural agenda: www.tempslibre.ch

Winter sports such as downhill or cross-country skiing, ski mountaineering, snowshoeing, ice skating and ice hockey are extremely popular in Switzerland and Lausanne has several ice rinks. A number of ski resorts are less than an hour away. Summer sports - nautical sports, mountain hiking or climbing, cycling - find an ideal home in Lausanne and the surrounding area.

TELEPHONE

Coin payphones are fast disappearing and have been replaced with payphones operating with phone cards – for sale in post offices or at newsagents.

For calls in Switzerland please dial o, then the area code (21 for Lausanne) and a seven-digit number for your correspondent. To call abroad from Switzerland please dial oo followed by the international code, area code, and your correspondent’s phone number.

The Swiss phone directory is on www.directories.ch
To purchase a mobile phone please contact one of the mobile network operators.
LIVING IN SWITZERLAND

TRANSPORT

Switzerland has a highly developed public transport network:

Train (CFF)

Train (CFF)

Train fares are relatively high in Switzerland. You are advised to purchase a half-fare card which enables you to buy train and boat tickets at half price. Youngsters under 25 with a half-fare card are also entitled to the additional “Track 7” (Voie 7) offer, enabling them to take the train free of charge from 19.00h onwards (see www.voie7.ch).

There is a CFF ticket shop at EPFL on the Esplanade.

Bus & Metro (TL)

The public transport network in the Lausanne area is highly developed. It is divided into several zones in which you can travel by train, metro or bus with a single ticket or season ticket, whose price is based on the number of zones selected. Tickets can be bought from automatic ticket dispensers at the bus/metro stop, and monthly or yearly season tickets from several points of sale. During the week bus services stop around midnight. On weekends a late service is foreseen.

Information on www.mobillis-vaud.ch
Bus and metro schedules and routes on www.t-l.ch

Cycling

The Campus Roule service enables EPFL students to borrow a bike with their student card to cycle on campus and beyond:
campro.epfl.ch/campusbikes

In addition, to promote eco-mobility on campus, EPFL provides a “bike point” service enabling you to hire, purchase or repair a bike or electric bike at low cost.

See rumba.epfl.ch/campusbikes

Driving

The legal age to learn to drive in Switzerland is 18. Holders of a valid foreign driving licence can drive in Switzerland for maximum 12 months, then have to apply for a Swiss licence:

www.san.vd.ch
The speed limits in Switzerland are 120km/h on the motorway, 80 km/h on other roads and vary from 30 to 50km/h in towns and villages. Traffic in town is very dense, radar checks are frequent at major crossroads and parking is for a short time only.

You are therefore advised to opt for public transport. As for parking at EPFL please refer to the “Parking” section in the “Campus Life” chapter.

The “Mobility Car Sharing” service enables members to have access to a car 24h a day. EPFL cooperates with this service and there are several “Mobility” cars available on campus as well as in over 400 cities in Switzerland. For further information: campro.epfl.ch/mobilitycar and www.mobility.ch

Travel agency

The travel agent on the EPFL Esplanade offers attractive rates.

STUDENT SERVICES DESK

The Student Services Desk is the focal point for all academic queries. The desk is open daily from 09.00h to 18.00h during term (shorter offices hours in summer) and located in the BP building hallway. You may also call the hotline on +41 (0)21 693 43 45 or e-mail student.services@epfl.ch.

Your query will be answered immediately or, if necessary, an appointment will be made with the appropriate specialised staff in Student Services.

You will also find many answers to your academic queries on the student portal studying.epfl.ch

SWISS EMBASSIES ABROAD

The link below provides the list of Swiss embassies abroad. Please contact them for any query relating to visa and residence permit applications:

www.eda.admin.ch/eda/en/home/reps.html

FOREIGN EMBASSIES IN SWITZERLAND

The addresses and phone numbers of foreign representations in Switzerland are given in the link below:

www.eda.admin.ch/eda/en/home/reps.html

EMERGENCY NUMBERS

– Emergencies at EPFL: dial 115 (extension) or 021 693 30 00 (from mobile phone)
– Police - dial 117
– Fire - dial 118
– Doctor/Ambulance - dial 144
– CHUV - University Hospital, Lausanne, Rue du Bugnon 46, Tel: +41 (0)21 314 11 11 www.chuv.ch
 – Morges Hospital, Ch. du Crêt 2, Tel: +41 (0)21 804 22 11 www.ehc-vd.ch
LIVING IN SWITZERLAND

INSURANCE – CANTONAL SUPERVISORY BODY
ORGANE CANTONAL DE CONTRÔLE
Chemin de Mornex 40
Case postale 9716
1014 Lausanne
Tél: +41 (0)21 557 47 47
Fax: +41 (0)21 557 47 50
E-mail: info.occ@vd.ch
For further information: www.vd.ch/fr/themes/sante-social/assurances-sociales/contact/

USEFUL ADDRESSES & LINKS AT EPFL
Ecole Polytechnique Fédérale de Lausanne – EPFL
Station 1
CH – 1015 Lausanne
Tel: +41 (0)21 693 11 11
Fax: +41 (0)21 693 43 80
Website: www.epfl.ch

Guichet des Services aux Etudiant-e-s
EPFL AA-DAF
BP 1229 (Bâtiment BP) Station 16
CH – 1015 Lausanne
Tel : +41 (0)21 693 43 45
Fax : +41 (0)21 693 30 88
E-mail: student.services@epfl.ch
Website: studying.epfl.ch/student_desk

Accueil Santé
Tel: +41 (0)21 693 20 02
E-mail: securite.epfl.ch
Website: securite.epfl.ch/healthpoint

Centre de langues
CE 2445 (Bâtiment CE)
Case postale 117
CH – 1015 Lausanne
Tel: +41 (0)21 693 22 89
Fax: +41 (0)21 693 22 60
E-mail: centredelangues@epfl.ch
Website: langues.epfl.ch

AGEPOLY EPFL Student Association
CP120 – Esplanade 13
CH-1015 Lausanne
Tel: +41 (0)21 693 20 95
Fax: +41 (0)21 693 20 97
E-mail: agepoly@epfl.ch
Website: agepoly.epfl.ch

USEFUL SERVICES
Lausanne Tourisme: Tél: +41 (0)21 613 73 73
www.lausanne-tourisme.ch
Lausanne public transport (TL): www.t-l.ch
Train timetable: www.cff.ch
Taxi Services: 0800 810 810 or Taxiphone 0800 801 802 or Allo Taxi 0800 870 872
Telephone directory: wwwdirectories.ch
Weather: www.meteosuisse.ch
Info on Switzerland: www.swissworld.org

CHECKLIST

Make sure you have done the following

BEFORE YOU LEAVE FOR SWITZERLAND
If you come from abroad and are not a Swiss national
☐ Passport or ID card
☐ Visa (non-EU citizens)
☐ European Health Insurance Card (EU-EFTA)
☐ Letter from your foreign health/accident insurance confirming coverage of your medical costs in Switzerland (for non-EU students)
☐ Letter from your third-party (liability) insurance if you have one
☐ Acceptance letter from EPFL
☐ Proof of adequate funding to cover your stay in Switzerland (bank statements, grants, etc.)
☐ Booked a hotel or lodgings for the first few days
☐ Copy of your lease if you have rented a room for your stay
☐ A few passport photos
☐ Registered for the intensive French course or other language courses: langues.epfl.ch

If you are a Swiss national
☐ Passport or ID card
☐ Swiss insurance card
☐ Letter from your third-party (liability) insurance if you have one
☐ Acceptance letter from EPFL
☐ Booked a hotel or lodgings for the first few days
☐ Copy of your lease if you have rented a room for your stay
☐ A few passport photos
☐ Registered for the intensive French course or other language courses: langues.epfl.ch

UPON ARRIVAL IN SWITZERLAND
If you are a new Bachelor or Master student from abroad
☐ Attend registration days (except for exchange students)
☐ Register with the residents’ office of your commune
☐ Send a copy of your European health insurance card to the cantonal supervisory body if you do not have Swiss insurance
☐ Register online for the courses (and architecture studios) for the term to come within the set deadlines.

If you are an exchange student
☐ Attend the information session for exchange students to collect your student card and the necessary information to begin your studies
☐ Register with the residents’ office of your commune (see p.18 “Residence Permit”)
☐ Check your choice of courses and related schedules
☐ Register online for the courses (and architecture studios) for the term to come within the set deadlines
☐ Contact your section’s Exchange Coordinator with any academic queries
☐ Contact the professor in charge of supervising your Master project if applicable
☐ Contact the Xchange association

DURING YOUR STUDIES
At the start of each term
☐ Validate the academic registration form
☐ Print your enrolment certificate (for family allowances, applications for residence permits, etc.)
☐ Register online for course, projects and studios
☐ Pay your tuition fees for the term (invoice mailed to your address for the term)

During term
☐ Fill in the course assessment forms
☐ Possibility of withdrawing from certain exams (see p.8 “Academic Calendar”).