

# NEW STUDENT GUIDE

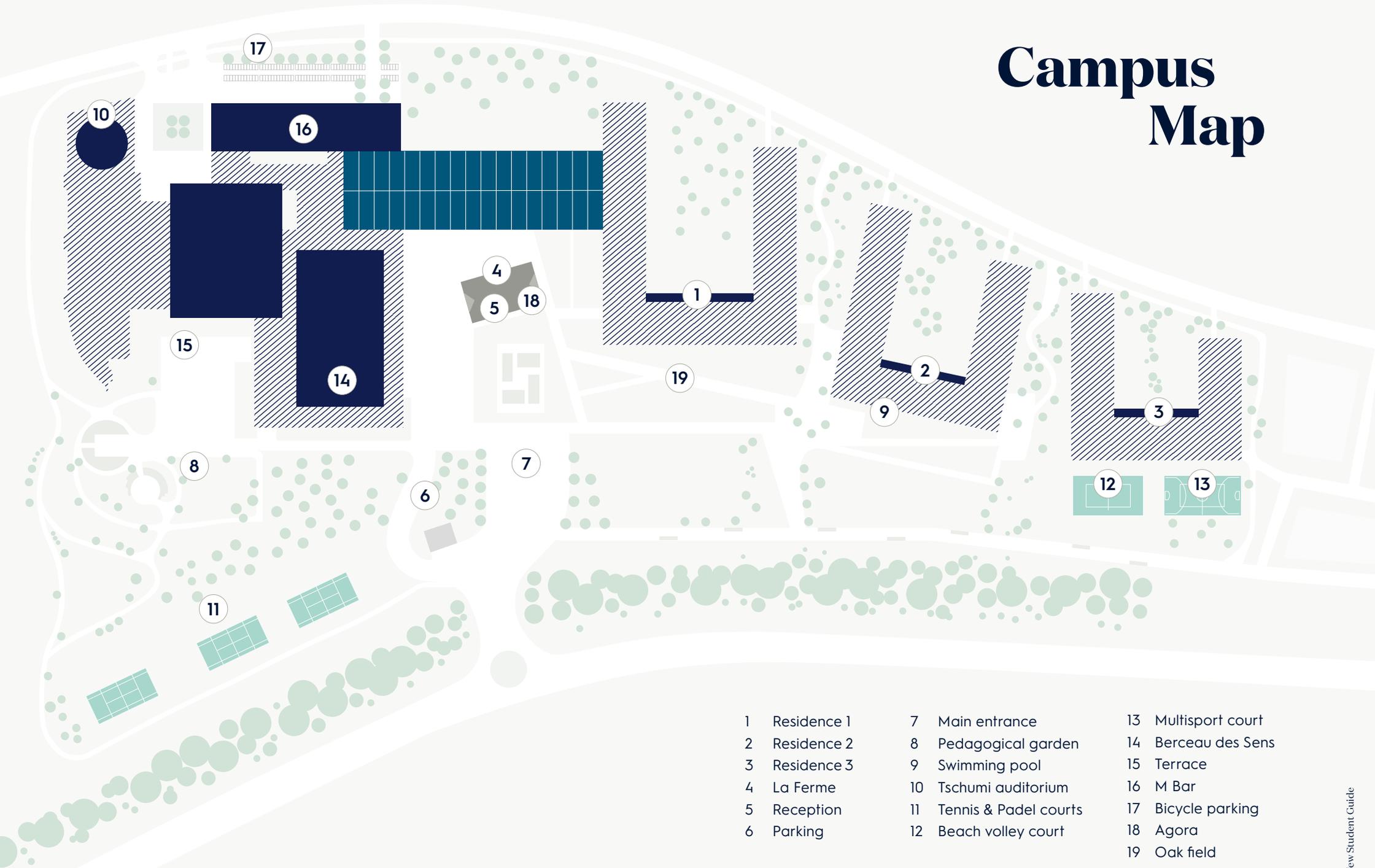
2023

We look  
forward  
to seeing  
you

WELCOME TO EHL



# Campus Map



- |   |             |    |                       |    |                  |
|---|-------------|----|-----------------------|----|------------------|
| 1 | Residence 1 | 7  | Main entrance         | 13 | Multisport court |
| 2 | Residence 2 | 8  | Pedagogical garden    | 14 | Berceau des Sens |
| 3 | Residence 3 | 9  | Swimming pool         | 15 | Terrace          |
| 4 | La Ferme    | 10 | Tschumi auditorium    | 16 | M Bar            |
| 5 | Reception   | 11 | Tennis & Padel courts | 17 | Bicycle parking  |
| 6 | Parking     | 12 | Beach volley court    | 18 | Agora            |
|   |             |    |                       | 19 | Oak field        |

Get ready .....	4
Life in Switzerland .....	18
New city .....	23
Campus guide .....	36

# Table of Contents



# The Countdown to EHL

Congratulations! You have been selected to become a part of the EHL family and we are looking forward to welcoming you on campus. Now, you have some important tasks to accomplish before you arrive.



Time until Start Date

4 - 12 MONTHS BEFORE

4 MONTHS BEFORE

2 - 4 WEEKS BEFORE

YOUR START DATE + INTRO WEEK

Here is the outline of processes that are going to happen now that you have been accepted and the things you must do to prepare for your arrival on campus.

## 1. Acceptance

### KEY RESOURCES

- Acceptance Email & Welcome video
- Your EHL email address

### YOUR TASKS

- Confirm your acceptance
- Fulfil the conditions of your offer
- Plan your gap (if applicable)

## 2. Enrollment

### KEY RESOURCES

- Enrollment Management Module on EHLisa (online platform)
- New Student Facebook Group
- Join your intake Instagram page

### YOUR TASKS

- Apply for Visa
- Find a Roommate
- Pay fees
- Complete all Enrollment steps

## 3. Preparations

### KEY RESOURCES

- EHL Pre-Arrival Newsletter
- MyEHL portal
- Service Centre Contact

### YOUR TASKS

- Join EHL Family Nights around the world
- Pack your bags
- Plan your trip to EHL

## 4. Arrival

### KEY RESOURCES

- Intro Week
- Service Providers

### YOUR TASKS

- Check in
- Intro Week Schedule
- Swiss Registration & Permits

# Finalize Your Acceptance

You have been accepted to EHL, but your place is not reserved until you have completed these three steps:



## Activate Your Account

In the Admissions acceptance email, you received a link with instructions to activate your [account online](#). Please do so within 15 days of receiving your acceptance email.



## Make Your Payment

In order to secure your place in the program, you will need to make a down payment on your tuition fees.



## Fulfil the Conditions of Your Offer (If Applicable)

If you received specific instructions about the conditions of your acceptance, whether it be for academic results or more work experience, then make sure you send proof of the above in a timely manner to your admissions officer



# Plan Your Gap

How many days are left till you start EHL? Whether it's 90 or 200, the days will go by very quickly. Make the best of this gap by filling it with useful activities that will help prepare you for your studies.

## Improve a Language

Speaking several languages gives you more opportunities for your internships and career. Learn a new language or improve one you already know with a program by Education First where **EHL candidates get a 10% discount**.

[→ Learn More](#)

## Get More Experience

Having more full-time work experience on your CV makes you a better candidate for management roles, so use this time to buff up your CV and acquire experience in an area of hospitality that you want to explore for your career.

## Try EHL for a Week or Two

Come for a week or two of introductory courses at the Pre-university courses to experience life and learning at EHL before you dive into your degree.

[→ Learn More](#)



Did you know?

84%

of EHL students speak at least three languages



### TIPS FROM STUDENTS

You only have 6 months on campus before internship so:

- Work on your CV before you start at EHL
- Do some research about hospitality departments, jobs and companies before you arrive, so you can search for an internship that suits your expectations

# Join the Community



## Find Your EHL Class Facebook Group

To connect with other new students in your class, join the new student group for your graduation year (Ex. You start in 2020, look for the Facebook group for EHL Class of 2024). These groups are run by current students who will answer your questions and post interesting updates.



## Update Your Status

On social media, update your profile to include EHL as your new school, residence or location. This will ensure you get all of the latest news and start meeting friends from EHL right away.



## Read Our Blogs

<https://hospitalityinsights.ehl.edu/>

<https://blog.ehl.edu/>



## EHL Social Media Channels



[@ehl.lausanne](https://www.instagram.com/ehl.lausanne)



[EHL - Hospitality Business Group](#)



[@ehl.passugg](https://www.instagram.com/ehl.passugg)



[EHL - Hospitality Business Group](#)



[@ehl.singapore](https://www.instagram.com/ehl.singapore)



[EHL Group](#)



# Applying for a Visa

## Do you need a visa to study at EHL?

Are you a Swiss citizen, a current resident of Switzerland with a valid residential permit, or a citizen of a country in the European Union (EU) or from a European Free Trade Association (EFTA) member state?

**Yes** → You don't need a visa.

**No** → You must apply for a student visa to enter Switzerland.

## When to apply

The visa process can take up to three months, so **you should apply for your visa as soon as possible.**

## How to apply

Go to the federal Swiss website [www.eda.ch](http://www.eda.ch) to find all information about visas.

## Questions?

If you have any questions regarding the visa process, [→ contact the Service Centre](#)

**Important Note:** Students who enter Switzerland with a visa will have to apply for a residence permit and the Service Centre Team will assist them to collect and bring all required documents, starting from their first day on campus. (See more on MyEHL)

**The visa is valid 3 months only.** If you plan to leave Switzerland, please make sure that your visa is still valid as the process to obtain the residence permit takes 8 to 10 weeks.

# Complete Your Enrollment

Before your arrival, you will need to complete several administrative tasks, which are mostly done through EHL's online portals.

## Your EHL Email Address

An EHL university email account will be created for you as follows: [firstname.lastname@ehl.ch](mailto:firstname.lastname@ehl.ch)

EHL staff will use this email to communicate with you, so don't forget to check this email address regularly, starting from the time you activate your account.

## Enrollment Management Module (EMM)

Approximately four months before your program starts, you will receive an email inviting you to click on a link to enter the Enrollment Management Module (EMM), it's like the online application. Make sure you use [this portal](#) to complete the steps that are required such as:

- Pay your down payment
- Start your visa process
- Upload medical documents
- Declare special needs
- Send measurements for uniforms
- Reserve your room or parking
- Prepare your laptop





# MyEHL Your Student Portal

This is your portal for non-academic topics where you will find everything you need to know before you arrive: [my.ehl.edu](https://my.ehl.edu)

- New Student page (a virtual guidebook)
- Dress Code details
- News & Events
- And much more...

Before your arrival, please check the posts there to make sure you are well informed. When you arrive on campus, you will receive access to the Learning Management Portal and EHLISA, which are the academic student portals.



# Enrollment FAQs

## Do I need Health Insurance?

If your fiscal residence is outside Switzerland (or parents' fiscal residence is outside Switzerland) at the start of your studies at EHL, then you will be automatically enrolled in EHL's health and accident insurance plan. It is possible to be exempted from this insurance coverage by providing proof of adequate coverage to the Swiss authorities (i.e. European healthcare insurance card). To learn more, contact [EHL@Loyco.ch](mailto:EHL@Loyco.ch)

## What about Medical Issues & Special Needs?

On the Enrollment Management Module (online), you will be asked to send medical documents. You will also find details and contact information for the following topics:

**SPECIAL NEEDS:** If you have any special needs for academic or physical adaptations, then you should send a physician's report explaining your condition and the requirements.

**MEDICATIONS:** If you require prescription medication, then you should arrive with at least a month's supply. No medication is provided by EHL staff. You can contact the Medical Services team if you have questions about doctors or prescriptions.

**ALLERGIES:** EHL offers a wide variety of cuisine and uses the universal system of food allergens labels developed by the WHO to inform customers about allergens found in the F&B outlets. If you have any severe allergies, this should be indicated in your medical documents.

**EMERGENCY PHARMACY:** The local pharmacy ([ama060@amavita.ch](mailto:ama060@amavita.ch)) sells a pre-packed pharmacy kit with all the basic medications and first-aid items you might need for small ailments such as headaches, colds, stomach aches and small cuts and bruises.

## Can I choose my roommate?

**Yes.** In the preparatory year, you have priority to live on campus in a double room, close to the main buildings for practical classes and activities. You will be able to choose your roommate (same gender) on the Enrollment Management Module (EMM) in three easy steps.

1. After you pay your down payment, you will be invited to create your web profile on our Housing Portal.
2. Meet other students either on Instagram for your class or using the portal to exchange messages.
3. Make your request. If you do not choose a roommate, then you will be paired up by the school according to the questionnaire you answered on the Housing Portal.

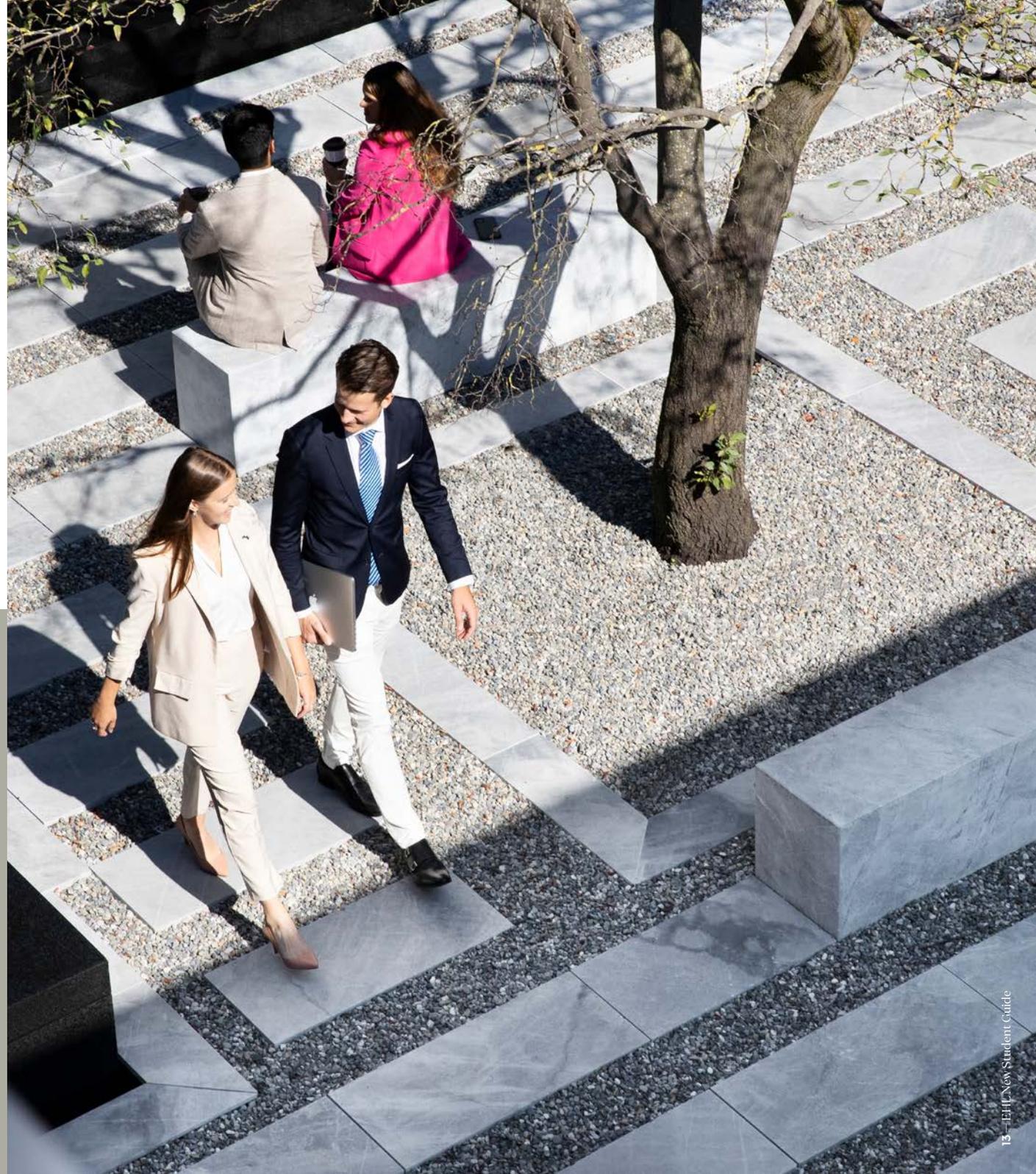
## Where can I find out more about my room and parking?

All of the information about rooms and parking can be found on the Housing Portal. Once you receive your room assignment, you can find out more about the specific facilities in your building and parking may be requested through the portal. In case you still have questions:

→ Service Centre: [service.centre@ehl.ch](mailto:service.centre@ehl.ch)

→ Rooms: [rooms@ehl.ch](mailto:rooms@ehl.ch)

→ Parking: [housing-parking@ehl.ch](mailto:housing-parking@ehl.ch)





### **What about telephones and bank accounts?**

During intro week, the campus hosts a marketplace with many local service providers. You will be able to meet with banks and telephone companies representatives to sign up for services. See the Campus Guide and Life in Switzerland sections for more details.

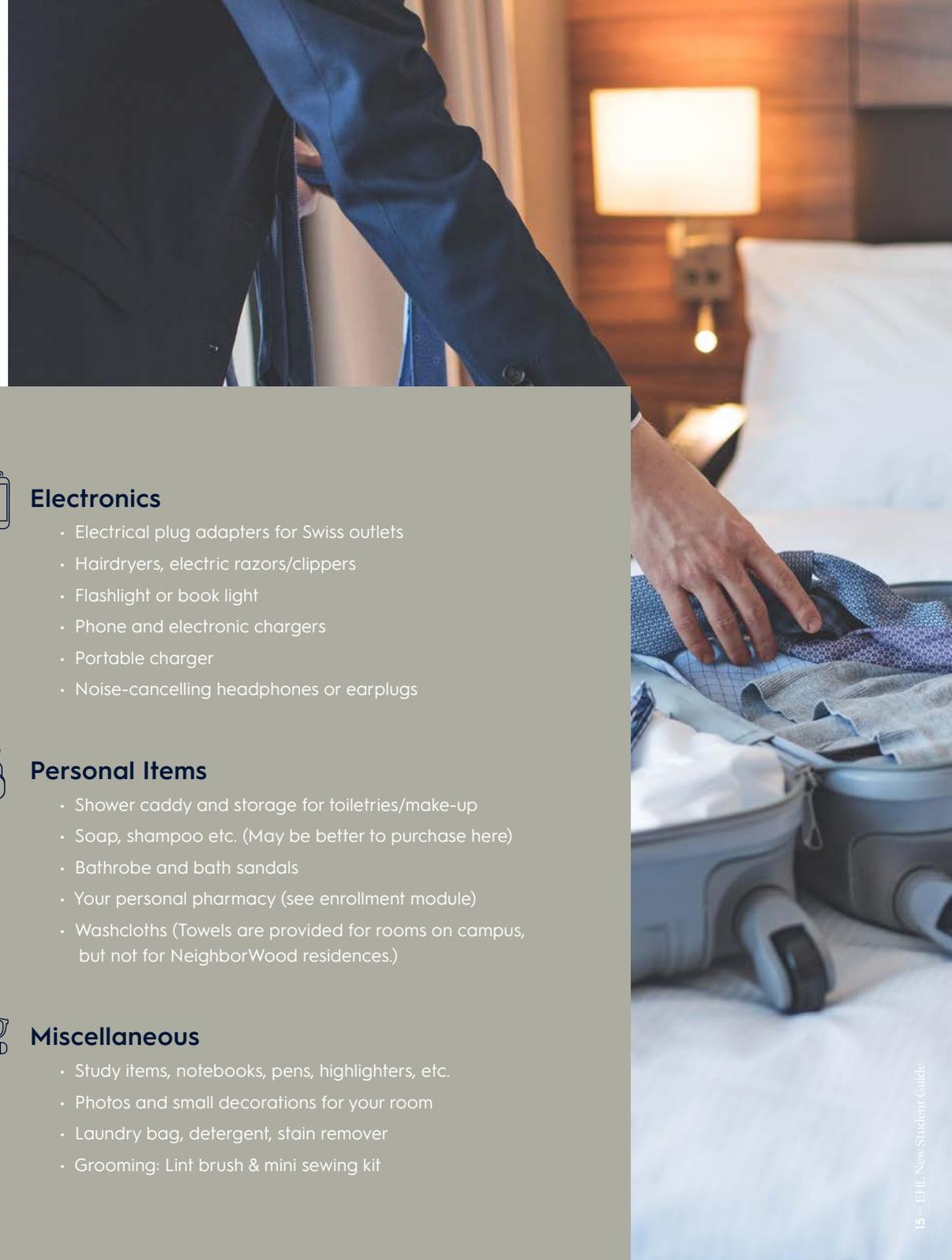
### **Where can I get a statement of enrollment?**

Please go on MyEHL page, Statement of enrolment hub, to order the document:

[→ my.ehl.edu](https://my.ehl.edu)

# What to Pack

The following list covers many of the common items students need for daily life on campus. If you are travelling by plane, you may want to purchase heavy/bulky items here in Switzerland.



## Business Attire

- 2-3 Suits (blazer and coordinated trousers or skirt/dress)
- 7-10 Shirts with collars or blouses and V-neck sweaters or turtlenecks
- Neck ties (required for men)
- Comfortable shoes and socks or tights



## Outdoor Attire

- Warm, water-resistant coat compatible with business attire
- Non-slip boots or shoes for snow
- Umbrella



## Sports & Casual Attire

- Indoor and outdoor sports wear
- Casual wear: jeans, t-shirts, sweats, etc. (Be respectful of EHL values)
- Comfortable sleep attire, slippers, etc.
- Evening wear for parties and going out.
- A good pair of sunglasses (it's quite bright here!)
- Cultural souvenirs or traditional costumes for events



## Electronics

- Electrical plug adapters for Swiss outlets
- Hairdryers, electric razors/clippers
- Flashlight or book light
- Phone and electronic chargers
- Portable charger
- Noise-cancelling headphones or earplugs



## Personal Items

- Shower caddy and storage for toiletries/make-up
- Soap, shampoo etc. (May be better to purchase here)
- Bathrobe and bath sandals
- Your personal pharmacy (see enrollment module)
- Washcloths (Towels are provided for rooms on campus, but not for NeighborWood residences.)



## Miscellaneous

- Study items, notebooks, pens, highlighters, etc.
- Photos and small decorations for your room
- Laundry bag, detergent, stain remover
- Grooming: Lint brush & mini sewing kit

# Arriving at EHL



You will be expected to arrive during the official registration day as indicated in your acceptance email. You will also receive newsletters from the campus with instructions for parking and registration before your start date. Please make arrangements to arrive on that day, during the opening hours. Official arrival times for the 1st day will be communicated 1 week before the intake start



## Arriving Early

If you are coming from far away and/or have a long flight or trip to get here, then you should plan to arrive the day before and stay overnight in a hotel. A list of hotels is provided in this guide.

## Arriving by Plane

The nearest airport is Geneva International Airport, but there are also flights to Bern or Zurich. To travel to the school from the airport, you will proceed to the train station located inside/next-to the airport and take a train to Lausanne. Then follow the instructions for arriving by train.

It is not recommended to take a taxi from Geneva airport to the school, as it will be very expensive and the trains run frequently to Lausanne.



## Arriving by Train (+Metro & Bus OR Taxi)

Take the train to Lausanne, then take the M2 (metro) to the Epalinges, Croisettes Station, then take the Bus 45 "Lausanne, Chalet-à-Gobet". The bus ride will take approximately 20 minutes (8 stops). Please get off at the stop "Ecole Hôtelière".

Otherwise, take a taxi from the Lausanne train station. If you have a lot of luggage, this may be easier but more expensive (around 35-50 CHF).

## Arriving by Car

The campus address is: Route de Cojonnex 18, 1000 Lausanne 25, Switzerland. It should be easy to find using your car's navigation system or your mobile phone, but if you get lost call

→ **+41 21 785 11 11**

You will receive more details about the process for parking and registration in an email a few weeks before you arrive.

**For more information about hotels and transportation, see the Life in Switzerland section of this guidebook.**



# Intro Week

During the first week on campus, which we call Intro Week, you will be in good hands. Our teams of staff and students will be here to welcome you and introduce you to the campus, so don't stress!

## Registration & Check-in

When you arrive on campus, you will go through a registration process, receive your student card, and check into your room. You will also receive a schedule of events for the week, with a checklist of things you must do.

## Orientation Activities

Intro Week is a very busy time with presentations about your program, internships, student services and much more, plus a campus tour. You will also be invited to ice-breaker events and have a chance to get to know your fellow students and join the sports & social committees.

## The Marketplace: Local Service Representatives

During Intro Week, the campus hosts a market where representatives from local service providers will be present to inform you and help you sign up for:

- Bank accounts
- Dry cleaning service
- Swiss mobile phones
- Health Insurance

## Parents Welcome to EHL

If your parents accompany you to EHL, they can join the opening ceremony and welcome cocktail. They will also be invited to participate in an information session and an activity such as a wine tasting workshop.



# Apps

Here are some useful apps that you can download on your phone.



## Forex:

Exchange rates between different currencies.



## City Guide apps:

Official Swiss apps for attractions and site-seeing in Swiss cities.



## Whatsapp:

a messaging app, most popular in Switzerland for free texts and calls



## Twint:

Switzerland's digital cash app. Links to phone number and bank account or pre-pay



## Eat.ch:

Order food to be picked up from local restaurants and delivered to you



## Thefork:

Make reservations at restaurants



# Banking & Currency

In Switzerland, the currency is the Swiss Franc (CHF) and it is divided into 100 cents. It comes in bank notes of 10, 20, 50, 100, 500, and even 1000 and 2000 CHF and coins of 5, 10, 20, and 50 cents or 1, 2, and 5 CHF coins. You can change money in the airport, train stations and banks (for a fee) and in some hotels.

Most major credit and debit cards (Visa, Mastercard, Maestro, Cirrus, etc.) can be used to withdraw cash at ATMs and pay in stores. When using a card on a foreign account, you will be charged based on the daily exchange rate for Swiss Francs and you may have some charges for international transactions. Some services still accept cash only (restaurants, taxis, street vendors, etc.)



**During your first week on campus,** a few bank representatives will have a booth ready for your questions and concerns.

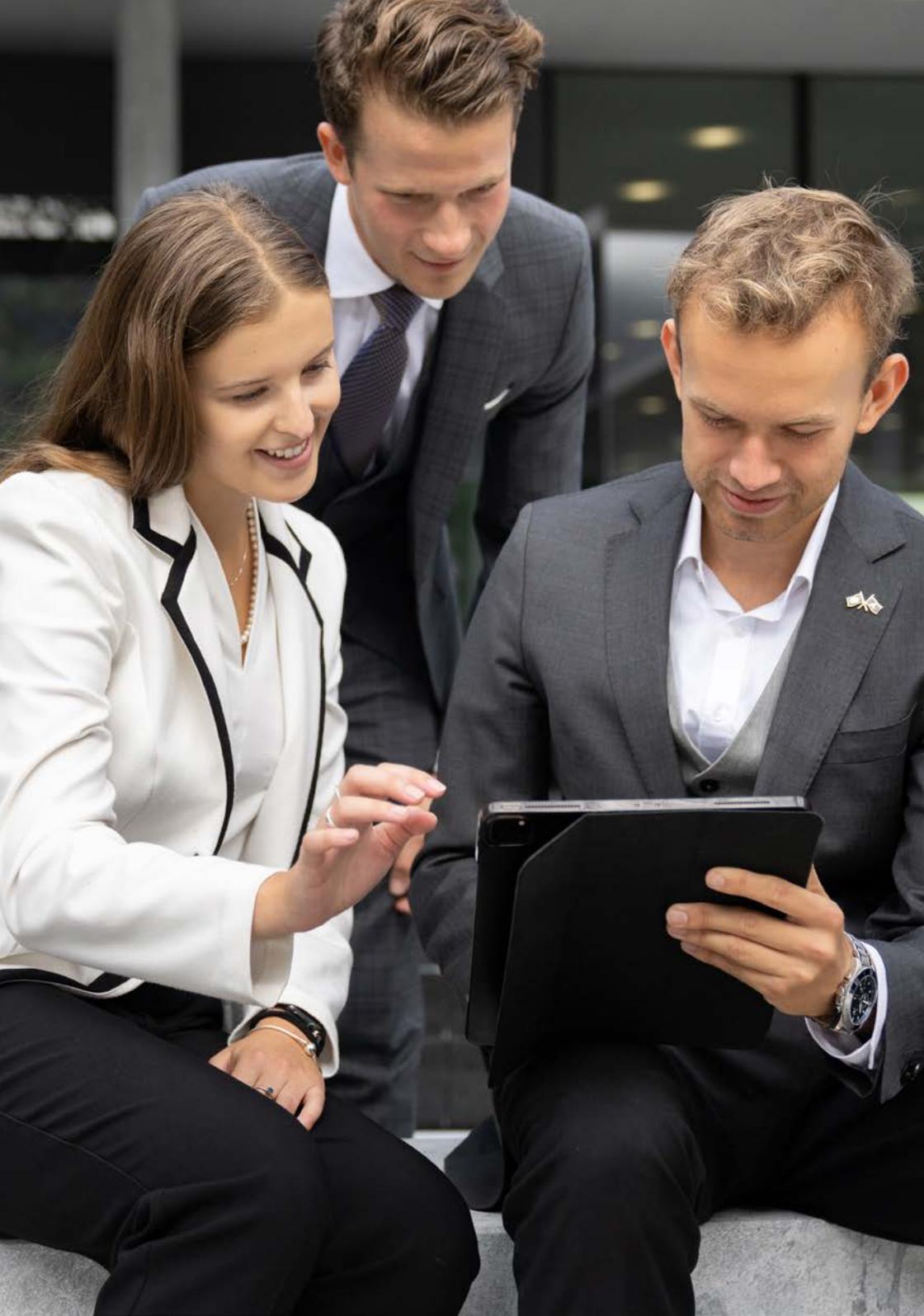


# Administrative Fees & Taxes

There is a tourist tax of CHF 19.- per 15 days. This will be invoiced to students whose legal address is not in Switzerland (legal obligation) for the duration of their stay on campus.

Administrative fees are collected by the Swiss authorities for people who are requesting a residence permit or visa. For example, the fee for the visa depends on the nationality and can cost anywhere from 65-120CHF. Residential registration fee is 15.00 CHF, while the fee for the residential permit is 117CHF (according to the Epalinges Commune [website](#)).

There are other communal and cantonal fees which are included in the tuition for students on campus. For students living off campus, they will receive the bills from the commune for things such as taxes for waste management, fire department, and an annual fee for access to the public radio & television networks by mail (SERAFE, the tax is CHF 30.40 per month per apartment). As a student lodging contract is for 6 months, you will have to pay  $30.40 \times 6$ , according to the contract.



# Etiquette

As you begin exploring Switzerland, you will make friends from the country and join social and formal occasions. The Swiss apply a set of rather easy to follow rules:

Always greet every individual if you are joining a crowd of people for a meeting, a game etc.

Don't worry if people don't seem to get in line to wait for service in shops and public places, the Swiss understand a general order of first-come, first-serve.

Remember to say "please" and "thank you" and "you're welcome" (or the French, German or Italian equivalent).

At the table: keep your hands above, and no elbows on the table, no talking with the mouth full, no telephone. If someone hands you a platter of food or a bottle of wine, always serve others first.

Always look each person in the eyes when saying a toast, in French they say "santé".

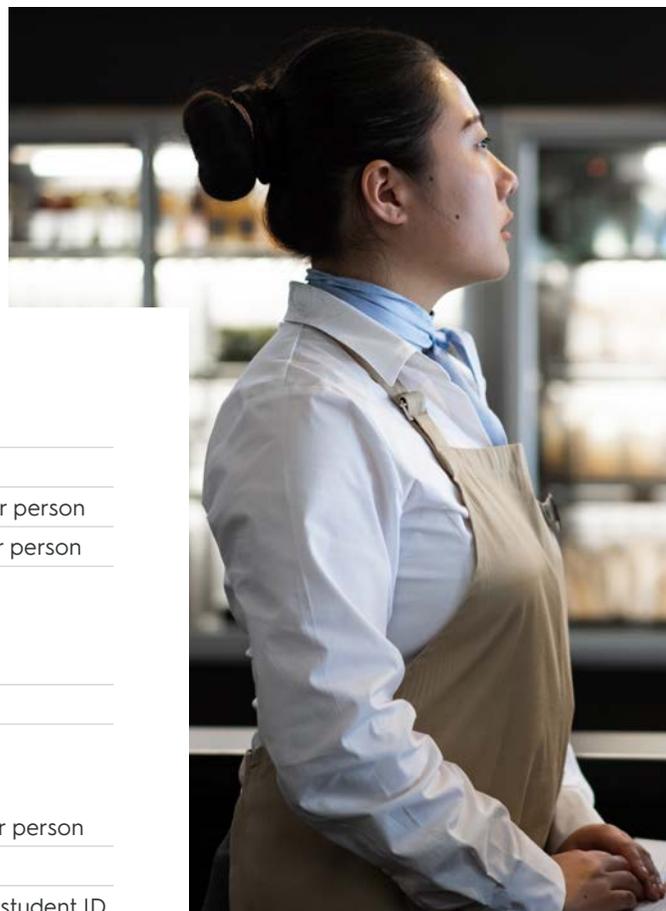
# Mobile Phones

Several Swiss telephone companies will be on campus during the first week to present their services. When choosing your mobile service provider, keep in mind:

- Unlimited 4G is useful when travelling around Switzerland and keeping in touch with your family overseas.
- Contracts usually last a minimum of a year and charge 300 CHF fee to change/cancel early.
- Possibility to purchase a SIM card separately, so you don't have to buy a new phone.

# Cost of living

Depending on spending habits, the average student will need approximately 900-1,500 CHF a month for expenses such as restaurants off campus, groceries, evenings out, entertainment, personal items and clothing. Here are a few average prices to give you an idea of expenses:



## EATING OUT

Regular Menu at McDonald's	12.90 CHF
Drinks in a café (coffee, beer, Coca-Cola)	3.50-4.90 CHF
Dinner in an average restaurant with few drinks	50-60 CHF per person
Take out/order-in	20-25 CHF per person

## TRAVEL\*

Tank of regular gasoline (45 l. x 1.89 CHF/l., plus tax)	85.00 CHF
Train ticket 2 <sup>nd</sup> class Lausanne to Milan and back (full fare)	172.00 CHF

## ENTERTAINMENT

Cinema (ticket, snack & drink)	35-50 CHF per person
Club night (cover fee + 4 drinks)	80-100CHF
Museums & exhibitions	8-16 CHF with student ID

## CLOTHING

Business attire outfit (blazer, top, trousers) at H&M/Zara	150-200 CHF
Tennis shoes	80-100CHF
Dry-cleaning for suit blazer and trousers	15 CHF

## PHARMACY

Generic brand Paracetamol or Ibuprofen	5.50-11.90 CHF
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\* EHL reimburses students for 30% of their 3-zone public transportation card (Mobilis) which covers your travel in the Lausanne area.



### TIPS FOR SAVING MONEY:

- Eating out can be expensive in Switzerland, take advantage of your meal card on campus and try having simple "no-cook" dinners in your dorm with friends.
- Taxis are costly, so avoid them if possible. Often, public transportation will get you there just as fast, but you must be on time because the buses and metro leave exactly on time.\*
- Taking the train to France or Italy can be a cheap gateway for the weekend.



# Guides to Lausanne

## THE LAUSANNE GUIDE

[www.thelaussanneguide.com](http://www.thelaussanneguide.com)

A team of English-speaking bloggers share foodie favorites and adventures in the city.

## LAUSANNE TOURISM

[www.lausanne-tourisme.ch](http://www.lausanne-tourisme.ch)

The best site to check weekly for upcoming events.

## MYSWITZERLAND: LAUSANNE

[www.myswitzerland.com](http://www.myswitzerland.com)

A complete page with events, museums, expos and a printable guide.

## SWITZERLAND MOBILITY [www.schweizmobil.ch](http://www.schweizmobil.ch)

An app that shows all the trails you can use for walking, hiking, etc.



## Fun by the Lakeside

- Pathways for jogging, skating or roller-blading
- Parks for BBQ, swimming, Frisbee or rugby
- Wakeboarding and water skiing in summer
- Stand-up paddle and yoga
- Paddle boats to rent in Ouchy

## Outdoor Activities

- Ice-skating at the Patinoire de Montchoisi
- Walking / hiking nearby EHL and throughout the region

## Indoor Activities

- Lausanne Flon: a laser tag place, a cinema showing English movies, a bowling alley, and shopping center.
- [Museums](#)



## TIPS FROM STUDENTS

- Check the guide websites weekly for small events where entry is free.
- Check the Privilege Program discounts & Special Offers on MyEHL.
- Ask the Student Centre for the full list of places where student discounts apply.
- Plan your weekends ahead as many amenities are closed on Sunday..



# Eating Out

These are some student favorites where the food is good and servers speak English.

**HOLY COW** Fast-food style burgers & fries. Offers EHL student discount.

**THE GREAT ESCAPE** Burgers & draft beers. No drinking under the age of 21 rule.

**INGLEWOOD** Burgers & American food.

**BRASSERIE DE MONTBENON** Traditional french & swiss cuisine with a breathtaking view of the Lake Geneva.

**CAFÉ GRANCY** Breakfast, brunch, or coffee with great eggs benedict.

**BLACKBIRD DOWNTOWN DINNER** Trendy brunch spot in Lausanne and usually has a small wait for a table.

**ETOILE BLANCHE** Brunch, Lunch & Dinner. Outdoor area is outstanding in the summer.

**CAFÉ DU GRÜTLI** Authentic family owned bistro. They are well known for their cheese fondue and serve swiss dishes overall.



## Restaurants or bars

by EHL alumni in Lausanne

→ **LE POINTU**

→ **DA CARLO:** pizza restaurant

→ **CAFÉ ROMAND:** for a Swiss fondue

## Food Delivery

Use these apps to order food from local restaurants to be delivered to you:

→ **EAT.CH**

→ **SMOOD**

→ **UBEREATS**



### TIPS FROM STUDENTS

- Bakeries and restaurants are often closed one day per week, often Mondays.
- In many table-service restaurants, lunch is not served after 14:00 and dinner doesn't start till 18:30 or 19:00 so don't be late (or early).
- Restaurants charge a service fee, so tipping staff is not required in Switzerland.



# Hotels

Lausanne has many good hotels to choose from, but here are a few reliable options listed by location, from closest to campus to farthest away, with time to campus in parenthesis.

<b>Novotel Lausanne Bussigny</b>	Outside of town, easy access from highway.	\$ - Approx. 100 CHF a night
<b>Aquatis Hotel</b>	A hotel located near the largest freshwater aquarium in Europe, their rooms are on the theme of water.	\$ - Approx. 120 CHF a night
<b>Moxy Lausanne City</b>	Cozy, cleverly furnished rooms.	\$\$ - Approx. 130 CHF a night
<b>Hotel des Voyageurs</b>	Modern hotel in center of old town.	\$\$ - Approx. 170 CHF a night
<b>Lausanne Palace</b>	5-star luxury with excellent restaurants.	\$\$\$ - Approx. 350 CHF a night
<b>Beau Rivage Palace</b>	5-star luxury, located in Ouchy by the lake and Olympic Museum.	\$\$\$\$ - Approx. 450 CHF a night

Don't hesitate to consult the EHL partner hotels on [my.ehl.edu](https://my.ehl.edu) to find great prices on hotels in and outside of Lausanne.

# Night Life

Lausanne has one of the best selections of bars and clubs in Switzerland. Here's a little overview of the favorites of EHL students:

**MAD** The MAD club is located in Flon and has been a pillar of Lausanne's nightlife since 1985, it stretches out over five floors with multiple bars and dance floors.

**DICLUB** is one of the biggest clubs of Lausanne and offers specific types of music depending on the night.

**LAUSANNE COCKTAIL CLUB** Located near Flon, they will serve cocktails and small modern asian inspired cuisine. A great place to spend some afterwork time.

**LIQUORS CLUB** is an EHL favorite and you will find many of your fellow students there.

**JAGGERS** is close to BUZZ and often attracts EHL students with sounds from the 80's





# Living Off Campus

Students in the Preparatory Year are advised to live on campus and have priority, as do students coming from non-EU countries, to make it easier to arrive in Switzerland.

After your first internship, or if you are entering other programs, you can search for a room off campus. Keep in mind that if you are not a Swiss citizen, a current resident of Switzerland with a valid residential permit, or a citizen of a country in the European Union (EU) or from a European Free Trade Association (EFTA) member state, then you will need a Swiss Guarantor (a person in Switzerland who will vouch for your financial solvability and sign with you).



This rental agency caters specifically to EHL students with properties located near the campus:  
→ [www.thehousesacrossthestreet.com](http://www.thehousesacrossthestreet.com)

# Shopping



## TIPS FROM STUDENTS:

- Bring your own reusable shopping bags to grocery shops as they do not handle free bags..
- Invest in a sturdy backpack or rolling shopping bag if you are taking the bus and/or walking.
- Stock up on essential items when stores are open. Stores in the Canton of Vaud close early (from 18:00) on weekdays and Saturdays, and most stores are closed on Sundays.
- Alcohol and tobacco can only be purchased in certain grocery stores.
- In case of emergencies, the train station has a shop that is open from 5:30 a.m. to midnight.

STORES	LOCATION	PRICES	SPECIAL NOTES
<b>Groceries &amp; Personal supplies</b>			
Denner	Bus stop 'Epalinges Centre' (5-minute bus ride)	\$	
Migros	Bus stop 'Epalinges Centre' (5-minute bus ride)	\$\$	
Coop	Bus stop 'Croisettes' (10-minute bus ride)	\$\$\$	

Check the opening hours before you go. Stores in Switzerland close around 7 p.m.

## Department stores

Manor	Bus to Metro stop 'Riponne - Cap up Béjart (25 minutes public transport + 4 minutes walk)	\$\$\$\$	
Globus	Bus to Metro stop 'Riponne - Cap up Béjart (25 minutes public transport + 4 minutes walk)	\$\$\$\$	

## Online

migros.ch	Migros online order website	\$ - \$\$\$	
coop.ch	Coop online order website	\$ - \$\$\$	
zalando.ch	Popular online clothes app	\$ - \$\$\$\$	FREE RETURN
galaxus.ch	The swiss amazon equivalent	\$ - \$\$\$\$	
digitec.ch	IT, electronics & telecommunication online store	\$ - \$\$\$\$	

## Clothing

Zara		\$-\$	
H&M	All these stores are located in the heart of Lausanne.	\$-\$	
Mango	For more recommendations go to MyEHL.edu	\$-\$	
Massimo Dutti		\$\$\$	
Zebra		\$-\$	

# Recycling

Switzerland's recycling policies have enabled it to hold the first position in the world's environment performance index ranking. It may take some time to understand but you will quickly realize how good it is for your conscience and the environment.

## Common Recyclables

Always sort these items out and place them in the bins located around campus.

- Paper & cardboard
- PET bottles
- Aluminum
- Glass items, separated by colors

## Other Garbage

- Students living in EHL accommodations can deposit their trash in the bins located in common areas around campus.
- Off campus, garbage must be placed in appropriate containers. When living off campus, you must purchase special bags in Swiss grocery stores. The most common (household size) bag is 35L and costs 20 CHF for 10 bags. Attempting to use any other garbage bag or depositing trash outside of a proper recipient risks a fine of up to 300 CHF.

## Other Recyclable Items

- It is very important to recycle batteries and electronics because they contain heavy metals that are bad for the environment. You can usually return any electronic device to any store to recycle them.
- Other items such as milk bottles, lightbulbs, Nespresso capsules, metals, household items, broken dishes, wood items etc. are all recyclable.
- All items marked with the recycling sign can either be recycled at the local "Dechetterie" in Epalinges, can be disposed of in neighborhood recycling bins, or can be brought back to grocery stores (you must see which items are taken at your local store).
- Find the nearest recycling points using this website: [www.swissrecycling.ch](http://www.swissrecycling.ch)



# Transportation

The public transportation system in Switzerland is very reliable and extensive. You can travel anywhere in Switzerland using the bus, metro and train.

## **BUSES & METRO**

- EHL reimburses students 30% of their public transportation pass (Mobilis 3 zones) for the Transportation Lausannois or 'tl' that operates the buses and underground train system (metro) in and around Lausanne
- EHL has a two bus stops; one on Route de Berne (Vert-Bois/EHL) and one on Route de Cojonex (Cojonex/EHL). Take the bus into the center of Epalinges, or switch to the Metro (M2) to head into Lausanne at the Epalinges Croisettes station.

## **TRAINS**

- Lausanne train station is a major hub with trains connecting directly to Milan, Paris and Amsterdam leaving daily.
- Purchase your tickets online through the SBB app or at the train station, the distribution machines have instructions in English.
- Do not board public transportation without a ticket. Checks are done regularly and you might get fined up to 90CHF + ticket price.
- We recommend you buying a half-fare card if you use the train often, you will save 50% on all your national trips.
- Plan ahead to get good deals on the SBB.ch website such as the Saver Day pass and the Supersaver tickets.

## **TAXIS**

Taxis are highly regulated and safe in Switzerland but they are some of the most expensive in the world. Also, they are not readily available in remote areas or at certain times of day.

## CARS

- Students have the opportunity to rent Mobility (car sharing) cars on campus.
- On campus, parking spots with quick recharge stations are available for electric cars.
- If you plan to drive on the motorway in Switzerland, then you must purchase a Swiss "Autoroute Vignette" available at gas stations for 40CHF.
- Swiss law requires cars to have winter tires during snowy weather, if you get stuck in the snow you are responsible and may be fined.
- Do not drink & drive. Driving under the influence is severely punished. You might face heavy legal consequences or get severely injured. [Learn more](#)

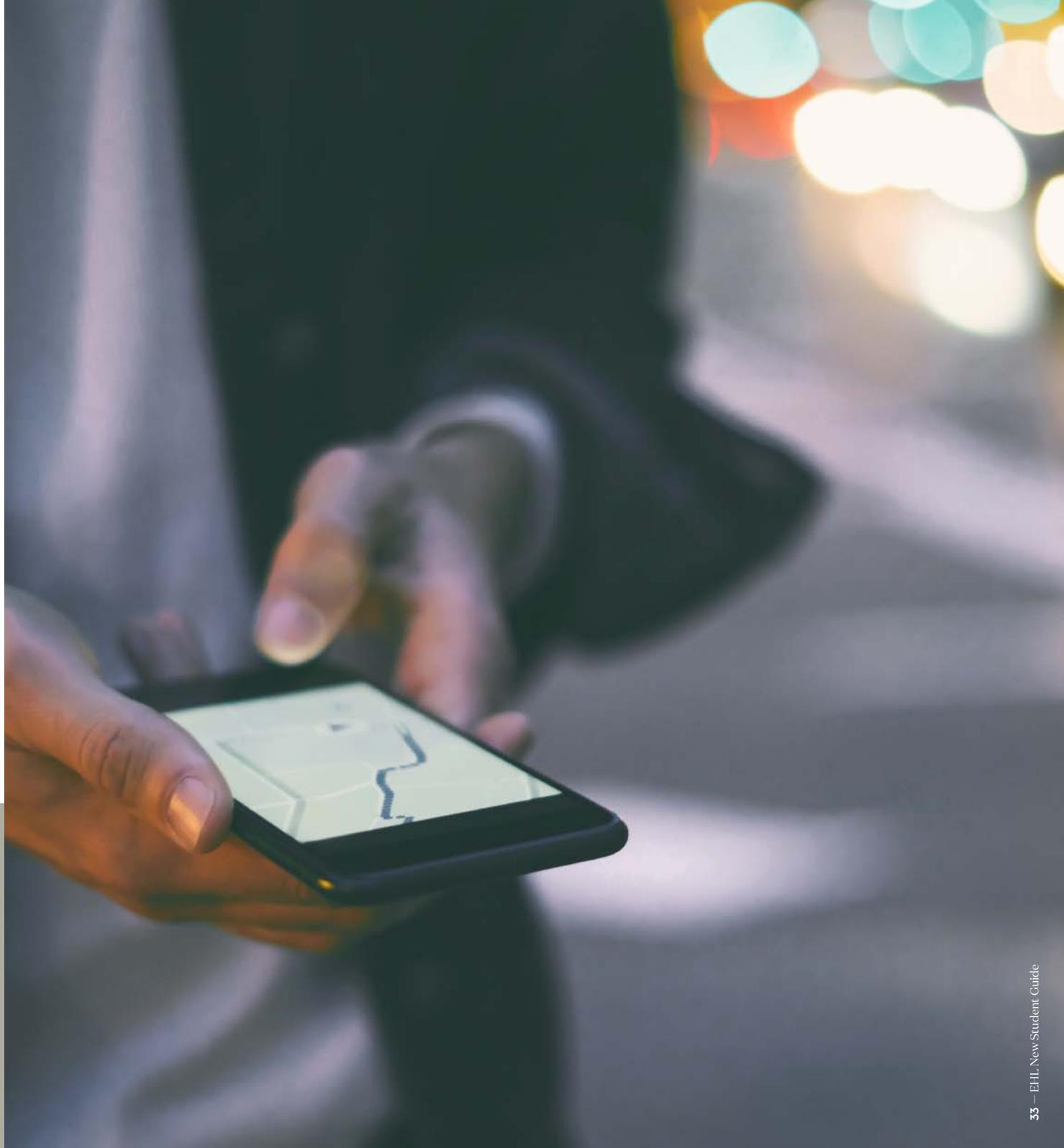
## TRANSPORT APPS

- **TL:** Lausanne transportation network app for the buses and metro
- **SBB:** Swiss national train service app with timetables and tickets
- **Uber or Driven:** Ride hailing services that are less expensive than taxis
- **Go!:** Official Swiss taxis app [www.go-app.ch](http://www.go-app.ch)



## TIPS FROM STUDENTS

- To get a sense of the city, try to walk it during the first few weeks.
- Lausanne is full of hills, so wear comfortable shoes or use public transportation.
- Always arrive 1-2 minutes early for public transports, the Swiss are always on time.





# Traveling Around

Switzerland is a country of many different cultures and landscapes. Here are a few ideas for day trips to discover other cities and regions

## ONE DAY OUT

- Visit Bern's old-town and see the bears, eat in one of the typically Swiss German restaurants.
- Go to Geneva and shop on the Rue du Rhone and Rue du Marche in luxury stores, or the Paquis neighborhood for retro clothing.
- Tour the vineyards in Vaud or Valais and do some wine tasting.
- Chocolate factory in Broc and medieval town of Gruyère (the famous cheese).
- Thermal baths in Lavey-les-bains.
- Boat rides to Montreux or to Evian, France .

## AN OVERNIGHT TRIP

- Zurich is a fun city for shopping, eating out and night life.
- Find a cute little auberge with a restaurant in nearby Alsace, France.
- Go to Germany for Oktoberfest or Europa Park.
- Go skiing or snowboarding in the Swiss Alps, just 30 minutes by car.
- Take a train to Milan for shopping and delicious Italian food.

## DURING SCHOOL MID-TERM BREAKS

- Beach vacation: Greece, Spain, Italy or Croatia.
- Big city tours: London, Paris, Barcelona, Berlin or Amsterdam.
- Rent a chalet in the mountains with friends to ski or snowboard every day.

**IMPORTANT NOTE:** If you plan to leave Switzerland, please make sure that your visa is still valid or you have received your residence permit, which you should take with you.

# Weather

The weather in Switzerland is a little bit of everything, we have all four seasons.

**IN THE WINTER**, especially where our campus is located, we see temperatures vary from a cool 13-17 degrees Celsius (°C), all the way down to freezing with icy rain and snow.

**SPRING (APRIL & MAY) AND FALL (OCTOBER & NOVEMBER)** bring quite a variety of rain and wind mixed with warm sunny moments, the temperature can change drastically from 5-20° in a day.

**SUMMER** is lovely in Switzerland with nice sunny days usually around 20-28°C, but it can get hot for a few days at a time with temperatures rising to the mid-thirties.



## TIPS FROM STUDENTS

- In the mountains and on the lakes, temperatures change rapidly. Always bring a warm sweatshirt or additional clothing if you go hiking in higher elevations or boating.
- Pack clothing you can wear in layers so that you can put on or remove things when the temperature changes.
- Check the weather report every morning, you may need an umbrella if rain is forecast.





# EHL Campus Lausanne

## Campus Address

For students living on campus, the mail is available in the mailboxes at reception. You will receive an email if there is a parcel for you.

## Please have senders include the following in your address:

First & Last Name  
c/o Ecole hôtelière de Lausanne  
Route de Berne 301  
1000 Lausanne 25  
SWITZERLAND

## Student Card

You will receive a student card at check-in and you should keep it with you at all times. It allows you to enter the buildings, pay for meals and drinks, make photocopies and print and more. You can recharge it at the Student Centre (cash and credit) and through MyEHL (credit card). If you lose your card, you will be charged 40CHF for a replacement.

## Contacts for Parents

If your parents have any questions about administrative documents, they can contact the Service Centre. However, as a University, we respect students' right to privacy; therefore, no information can be given to parents concerning issues such as health, attendance, academic performance, etc.

 **Contact:** +41 21 785 16 66

 **Email:** [service.centre@ehl.ch](mailto:service.centre@ehl.ch)



# Food & Beverage Outlets

As a new student, you will receive a student card that links to your pre-paid food and beverage account that is charged with a mandatory amount (included in your fees). You can use this card in any of the F&B outlets on campus. The prepaid amount must be used before the end of the academic year and is not refundable. Any remaining amount at the end of the academic year is transferred to EHL's scholarship fund. Students can recharge their card at any time.



## Boutique EHL

Sells freshly baked breads, pastries, snacks, cakes and chocolates.

## The Food Court

Based on a "market" concept with many food stations such as : Asian, Trattoria, Grill, Gluten & Lactose Free, a salad bar and a dessert zone.

## Le Gourmet Breakfast at BDS

- A Michelin starred restaurant in the heart of the campus.
- Offers a breakfast experience like you would find in a luxury 5\* hotel.
- Served at the table by first year students doing their practical course.

## 1893

- Brasserie with a deliberately minimalist seasonal menu.
- Served at the table by first year students doing their practical course.

## The Green Corner

- Quick & friendly meal with delicious food from around the globe.
- Pop-up concepts that change every few weeks (sushi, shawarma, etc.)
- Vegan & vegetarian offers.

## NoriNori

- Japanese outlet with delicious food.

## Shadwood

- Quick and friendly vegan meals.
- Order with the campus app and get directly served at the table.

## Finger Food

Mostly hot food served for take away.

## Passerelle Bar, Lounge Bar, Grab N' Go, M Bar

Offering a variety of drinks, smoothies, etc.

## Montreux Jazz Café EHL

Located in the historic "La Ferme" building, situated in the heart of the new campus. It offers a tapas bar and a live music scene.

You can check opening times on [my.ehl.edu](https://my.ehl.edu)



# Le Berceau des Sens (BDS)

This is EHL's gastronomical training restaurant where students learn the art of fine dining service and culinary arts. In this restaurant, Preparatory Year students practice providing elegant service to understanding guests who enjoy being part of their learning process.

**Awarded one Michelin star, and highly rated in the Gault & Millau guide.**

The BDS offers a variety of menus and « à la carte » dishes that change every eight weeks, using seasonal products. It welcomes students, staff and external customers.

- Parking spots available.
- Dress code is mandatory for students and staff.
- Business casual dress code is highly recommended for external guests.
- Dogs are not permitted.

To book a table, check the menu or learn more about the BDS, visit:  
[www.berceau-des-sens.ch](http://www.berceau-des-sens.ch)

**Note on Allergies:** EHL uses the universal system of food allergens labels developed by the WHO. It is meant to inform customers about allergens found in the F&B offer. about allergens found in the F&B offer.

# Professional Attire

At EHL, we want students to dress everyday as if they might be interviewed for their dream job, because you never know who you may meet on campus. Therefore, a business attire dress code is in effect on campus during weekdays.

Keep these guidelines in mind when purchasing and packing your business attire.

## COMFORT:

Chose clothes and shoes that fit well for all occasions.

## COLORFUL:

Bring your outfits to life by sparking colorful clothing.

## MODEST:

Your clothing should not distract your professionalism.

## NEAT:

Keep items ironed, in good repair and of good quality.

Check the EHL guide for Professional Appearance

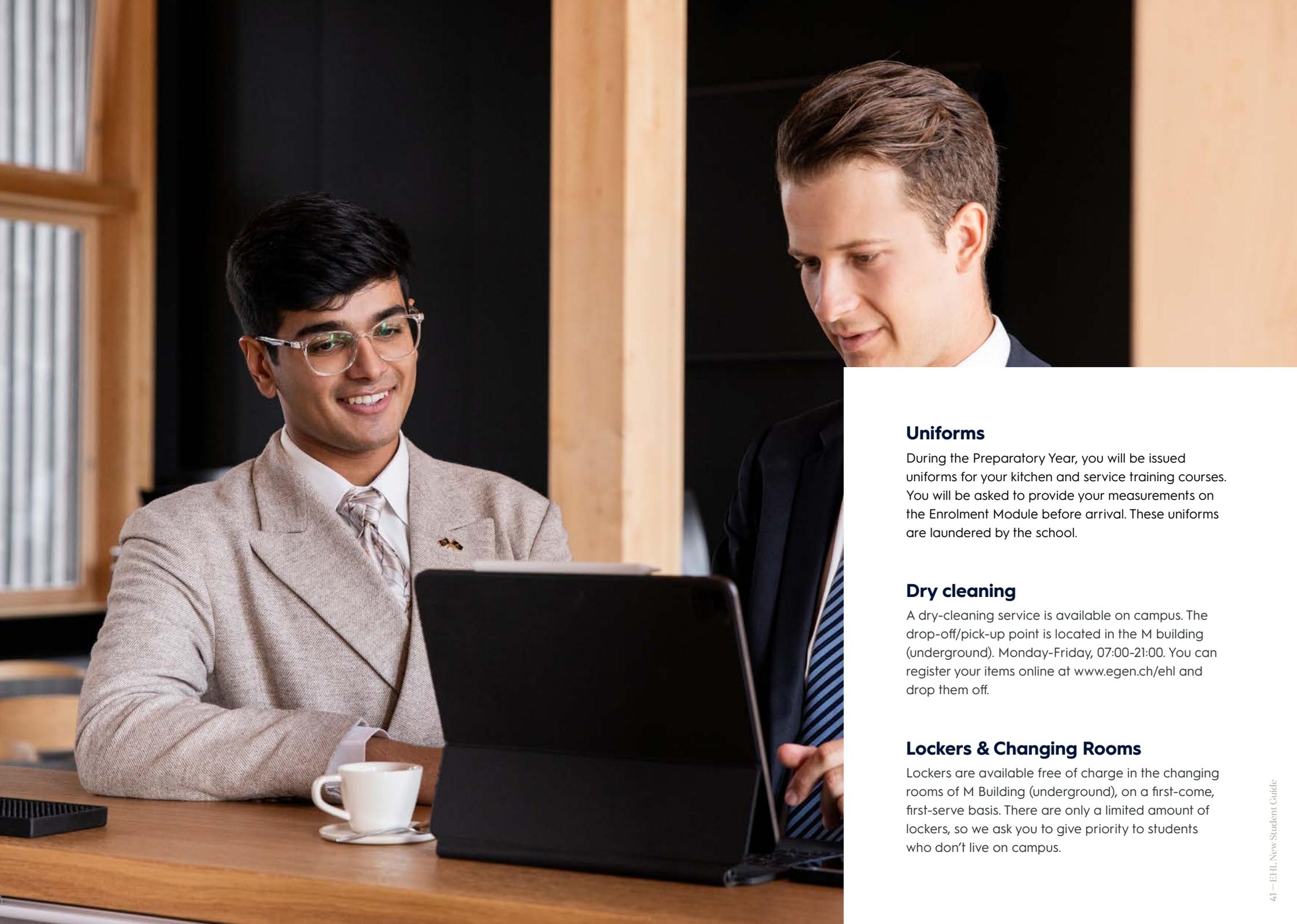
→ [my.ehl.edu](https://my.ehl.edu)



## TIPS FROM STUDENTS

- Don't stress about the dress code, you will get a feel for it on campus.
- Slowly build your wardrobe overtime to always be on trend.
- Find inspiration for new looks on pinterest.





### **Uniforms**

During the Preparatory Year, you will be issued uniforms for your kitchen and service training courses. You will be asked to provide your measurements on the Enrolment Module before arrival. These uniforms are laundered by the school.

### **Dry cleaning**

A dry-cleaning service is available on campus. The drop-off/pick-up point is located in the M building (underground). Monday-Friday, 07:00-21:00. You can register your items online at [www.egen.ch/ehl](http://www.egen.ch/ehl) and drop them off.

### **Lockers & Changing Rooms**

Lockers are available free of charge in the changing rooms of M Building (underground), on a first-come, first-serve basis. There are only a limited amount of lockers, so we ask you to give priority to students who don't live on campus.

# IT Services

## The main activities of the IT Service Desk are:

- Installation of essential software for EHL curriculum (Microsoft Office, Virtual-Box, etc)
- Help students access EHL IT resources: WiFi, Printers, myEHL, LMS, etc.
- Advise students on laptop purchase offers

## IT Service Desk Contact:

### Create an eTicket online:

[servicedesk.ehl.ch](https://servicedesk.ehl.ch)

Tel: +41 21 785 1234

Email: [itsservicedesk@ehl.ch](mailto:itsservicedesk@ehl.ch)

🕒 Monday to Thursday 07:45 to 18:15

Friday 07:45 to 16:30

## The Printshop:

The Printshop is available to print, bind and laminate your documents (within a 24 hour deadline).

[printshop@ehl.ch](mailto:printshop@ehl.ch)

## Audiovisual Service:

Lends out audiovisual equipment such as cameras, recorders, speakers, lights, and projectors (24 hour notice required).

**They set up equipment for committee events.**

## Printers:

Printers are located throughout the school. You must be connected to the EHL network and the printer drivers must be installed on your computer.

- **Username:** your EHL email address
- **Password:** your email password



## Think Green

- Print on both sides to save paper and save up to 0.03CHF a page
- If you have your own printer, bring empty cartridges to recycle at the Service Desk
- Recycle all paper in the bins next to printers



## Wireless Internet Access

On campus, we have a robust WiFi network for the use of devices for work and leisure. The WiFi area includes the dormitories on campus as well.

- **You will receive login information during registration.**

# Student Services

## Reception

At the reception, you can purchase postage stamps, call a taxi, access an ATM and purchase phone cards.

## Insurance Desk

The insurance desk is located at the Service Centre and is responsible for all questions related to your Swiss health and accident insurance coverage and claims.

**Telephone hours:** Monday-Friday 08:30-16:30

**Desk hours:** Tuesday-Wednesday 09:30-16:30,  
Thursday 10:00-16:30

**Email:** [ehl@loyco.ch](mailto:ehl@loyco.ch)

## Finance Desk

→ O Building, First Floor

**Tel.** +41 21 785 19001

**Desk hours:** Monday-Friday 10:00-12:00, 15:00-17:00

**Email:** [finance@ehl.ch](mailto:finance@ehl.ch)

## Service Centre

**The Service Centre is a unique point of contact and brings together** all the different non-academic services offered to the students in one location. They are in charge of the following areas:

- Rooms & Parking (reservations only)
- Insurance
- Student Card
- Classroom confirmations
- F&B and Print account top up
- Help related to Swiss authorities (B-permits, visas, etc.)
- Room repairs or a lodging/enrollment statement, request through the MyEHLservice catalog ([My.EHL.edu/Apps/EHLservice catalog](http://My.EHL.edu/Apps/EHLservicecatalog))

 Monday-Thursday, 07:45-18:15, Friday 07:45-16:30

 +41 21 785 16 66 | [service.centre@ehl.ch](mailto:service.centre@ehl.ch)





## Student Affairs (STA)

Student Affairs is a department composed of 22 qualified and certified professionals. They offer services & programs that enhance life on campus and enrich the academic experience, as well as encouraging personal growth, well-being and professional development.

→ N Building, ground floor

**Tel:** +41 21 785 13 13 | **Email:** [sta@ehl.ch](mailto:sta@ehl.ch)

## Writing Centre

The writing centre provides individual feedback and support, coaching sessions and workshops, to help you plan and write professional-quality documents.

→ N Building, 1st Floor

**Email:** [writingcentre@ehl.ch](mailto:writingcentre@ehl.ch)

## Library

The library offers a unique collection of paper and digital documents for study and amusement. A library card is required to borrow books. Visit the Library hub on MyEHL/Library for more info.

- Part of the Swiss NEBIS network with access to almost 7 million titles and 140 libraries with free interlibrary loans.
- Electronic resources allow students access to more than 100,000 online full text documents (e-periodicals, on-line reports and other digital data collections).
- Collection of resources in French and English, plus resources to learn languages such as German, Italian and Spanish

→ N Building, ground floor

## Classrooms & Study Rooms

Rooms are available for study and meetings in N Building, and “Meet & Retreat” areas in M Building. Students also often work in the Food Court and Hall N outside of meal hours. The Study Rooms can be reserved using Outlook or on MyEHL, for 4 hours maximum.

# Health & Medical Services

## School Nurses

24/7 - M Building, underground - Tel: + 41 21 785 1222 | Email: [nurse@ehl.ch](mailto:nurse@ehl.ch)

The school nurses are your first point of contact in case of any health problems. Their mission is to:

- Promote a healthy and safe environment
- Provide emergency care
- Direct you to doctors and specialists
- Assist with medical follow-up
- Coordinate the school's First Aid Teams

The nurses do not provide any medication. Through them, you can order a pre-packed pharmacy kit with common over-the-counter medication for illnesses and first aid.

## Team 1222 (Student First Aid Team)

Composed of students from different semesters, this team is trained by the school nurses to perform first aid and handle medical emergencies that may occur on campus out of school hours.

## EHL's Security

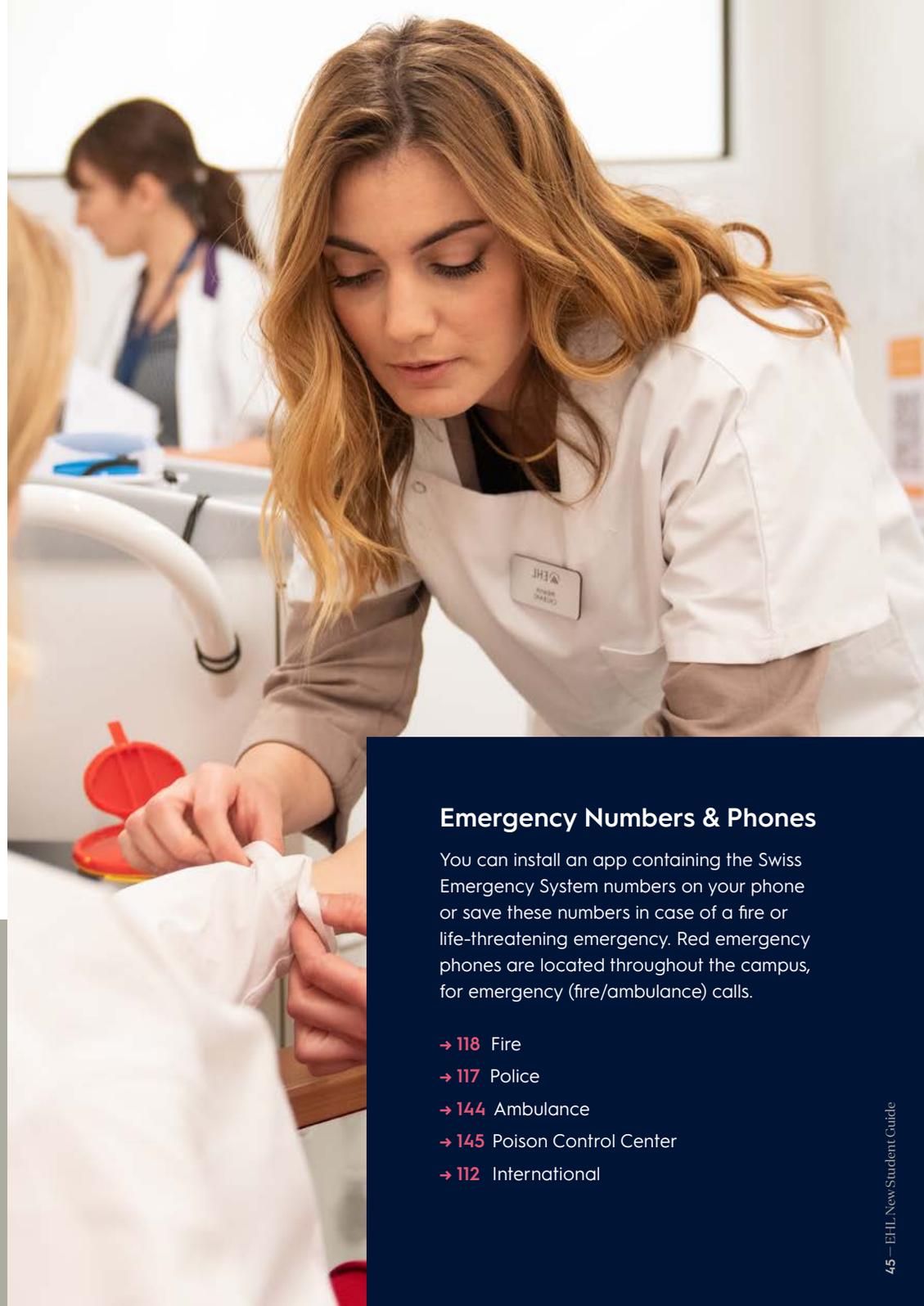
In case of a non-life-threatening emergency outside of school hours, or to report any suspicious activities on campus, the campus security can be of assistance.



+41 21 785 1999



[securite@ehl.ch](mailto:securite@ehl.ch)



## Emergency Numbers & Phones

You can install an app containing the Swiss Emergency System numbers on your phone or save these numbers in case of a fire or life-threatening emergency. Red emergency phones are located throughout the campus, for emergency (fire/ambulance) calls.

- 118 Fire
- 117 Police
- 144 Ambulance
- 145 Poison Control Center
- 112 International



# • Meditation Room

## **Psychologists**

The school psychologists are your confidential contacts for emotional and mental support.

→ M Building, underground

Email: [psy@ehl.ch](mailto:psy@ehl.ch)

## **Spiritual Counsellor**

The spiritual counsellor supports students in exploring and deepening their spiritual values and beliefs and offers information about religious communities and services in the area.

→ N Building, Ground floor (Student Affairs)

Email: [spiritualcounselling@ehl.ch](mailto:spiritualcounselling@ehl.ch)

## **Meditation Room**

The meditation room (N Building, Room N-125) is a quiet place where you can take the time to meditate, pray or just re-center during your busy day.

→ For information, contact [spiritualcounselling@ehl.ch](mailto:spiritualcounselling@ehl.ch)

# Sports & Activities

Our sports department coordinates and offers a wide variety of sports activities and courses for students. Information on sports classes and fitness courses can be found on MyEHL under Sports & Fitness, or at the Student Affairs Department located in Building N. Visit the Service Centre for tickets at discounted prices, contact Sports office to borrow equipment.

**Note:** Some sports facilities and services may be unavailable during the campus transformation. We apologize for any inconvenience.

[sports.ehl.edu](http://sports.ehl.edu)

## Team Sports

Are organized by EHL student-led sports committees. They have teams for: Basketball, Cheerleading, Football (Soccer), Rugby, Sailing, Ice Hockey, Running, Mountain adventures, Martial Arts and Golf.

## Courses

Free courses (yoga, spinning, step...), as well as boxing classes, are offered at the nearby International School of Lausanne or the World Archery Exc. Center. Indoor sports that cannot be done on campus are arranged in collaboration with external organizers (dance, swimming).

## Cost

Most of the sports are free-of-charge, with the exception of sailing, horse riding, golf and swimming.





## Fitness

The EHL fitness center the Underground, is located in Residence 3. Open from 6:30-0:00. Free access for students and staff. Tailored health & fitness programs available with our coach

## Gymnasium

The campus borders the Bois du Jorat, a large forest which has excellent VTT and hiking trails, and sledding in winter. There is also a golf course and an equestrian center nearby.

# Student Committees

EHL student committees are student-run and supported by Student Affairs. If you want to join one, just reach out to them directly on Facebook, they will be happy to fill you in on the meeting times and activities.

## ART & CULTURE COMMITTEES

**Photography** @EHLPhoto

**Gastronomy** @ehllikeeat

**Automobile** @ehclubautomobile

**Music**@ehlmusiccommittee

**Arts** @EHLArtsCommittee

**Dance** @EHL DANCE

**Fete Finale Association** @ehlfetefinale

## SPORTS COMMITTEES

**Rugby** @EHLRugby

**Watersports** @ehlwatersports

**Ice Hockey** @ehlwolves

**Golf** @ehlgolfcommittee

**Mountain adventures** @ehlmountain

## SOCIAL RESPONSIBILITY & ENTREPRENEURSHIP

**EHL Smile Association** pilots projects in developing countries promoting inclusion and social responsibility.

**Entrepreneurship & business**

**Young Hoteliers Summit:** @yhsglobal

**Junior Enterprise Association:** @jehljuniorenterprise

**Career Club:** @careerclubehl



# Career Development Services

## Industry Relations Department

The Industry Relations department works closely with the Alumni department to find partnerships and new contacts in various sectors. The Industry Relations department is responsible for 2 main aspects of the student career path:



### JOB PLATFORM

[www.jobs.ehl.ch](http://www.jobs.ehl.ch) is where students and alumni can find job or internship offers.

- More than **5500** companies are recruiting on the platform
- Average **700+** full time positions
- Average **2** internship positions offered per student



### CAREER FAIRS

**2** Career Fairs, mid-March and mid-October

Over **180** companies are present to recruit on campus

**1-day** event with the unique opportunity to meet companies face to face

Open only to EHL Students and Alumni

## Internship and Career Office

As part of the Student Affairs Department, the Internship and Career Office carries out its mission through various services such as:

- Advising and supporting students for their compulsory internships
- Career Counselling for all current students and recent graduates
- Link between the students and the job market, in particular through the Career Fairs
- Workshops and presentations:
  - Interview preparation
  - Job Platform and Career Fair
  - CV photo shooting with the committee EHL Photo



### TIPS FROM STUDENTS

- Work on your CV before you start at EHL
- Have a list of questions ready for your meetings with the internship advisor
- Do some research about hospitality departments, jobs and companies before you arrive, so you can search for an internship that suits your expectations.



**EHL HOSPITALITY BUSINESS SCHOOL**

Route de Berne 301

1000 Lausanne 25

Tel : +41 21 785 11 11