

The following general terms and conditions apply to the Executive MBA of HEC Lausanne (EMBA).

1. Introduction

The EMBA is under the direction of the faculty of HEC | UNIL and collaborates with the "Formation Continue UNIL-EPFL" (FCUE) for the registration and accounting processes.

The EMBA programme offers two focus areas; Management and Corporate Finance Focus, and, Healthcare Management Focus. When applying, the applicant is required to select one of these focus areas.

2. Programme applications

The admissions committee of the EMBA decides whether or not to accept a candidate based on the fulfilment of the prerequisites, the suitability of the candidate's profile and any other selection criteria deemed relevant for the programme. In addition, the participant has to also be admitted by the FCUE.

3. Programme fees

All fees are expressed in Swiss francs. The participant is solely responsible for payment of the tuition fees. Payment must be made no later than 30 days after the billing date, except for the first installment which is due before the start of the programme according to the deadline indicated in the acceptance letter.

4. Cancellation of an application

Should the applicant have already paid the first installment when withdrawing his/her application and then wishes to activate it again for the next intake, the Direction of the EMBA in coordination with the FCUE can approve and authorise the deduction of this amount from the balance of the tuition fees.

The amount of the first installment can only be carried over once, to the following year. From the second year of deferral, this amount will not be refundable or applied to any subsequent year's tuition fees. Consequently, any applicant who withdraws his/her application in two consecutive years will have to pay the totality of the tuition fees, when applying the third year.

5. Number of participants

The EMBA can stipulate a minimum and/or maximum number of participants per programme or per focus area. The EMBA can also decide to postpone or cancel a focus area if this minimum number of participants is not reached.

6. Programme organisation

The EMBA may reschedule or cancel a programme or a focus area. If a programme or a focus area is cancelled the EMBA will reimburse the first installment, but cannot be responsible for any other compensation whatsoever. If a programme or a focus area is postponed, the application is still valid.

7. Absences

Complete or partial absence from a programme cannot be made up and participants cannot claim any rights to the reimbursement of programme fees.

8. University degree

The degree obtained is issued by the "Université de Lausanne". Depending of the chosen focus area, the diploma is titled "Executive MBA focus in". Only participants that have passed the evaluations, paid all tuition fees, and satisfied all requirements according to the EMBA rules & regulations and directives, may receive this diploma.

9. Limitation of the EMBA's liability

Under no circumstances whatsoever may the EMBA be held responsible for the technical failure of equipment or for any other reason. The EMBA cannot be held responsible for the theft of any personal belongings of participants that may occur during the programme held on the UNIL campus or other premises.

10. Intellectual property

The EMBA professors, lecturers and partners are the sole owners of all intellectual property rights for all programme content in whatever form it may take (written, electronic, oral). The usage for commercial purposes is strictly forbidden. Any request for an exception to these guidelines requires a written consent from the EMBA Direction and the author of the content.

11. Modification of programmes and fees

The EMBA reserves the right to modify its programmes and fees at any time without prior notification.

12. Legal jurisdiction

All legal matters pertaining to the EMBA are subject to Swiss law. The legal jurisdiction is Lausanne.

13. Modification of the present terms

The EMBA reserves the right to modify the present general terms and conditions at any time and without prior notification.

These terms and conditions are effective as of December 1st, 2014