



**Calendar of the Academic Year 2023/24**  
**For Incoming Students - CAMPUS Brugg-Windisch**  
**School of Business**  
Dates, Timetables, Names, Addresses

**Organisation Bachelor Programmes**

---

**International Office  
(Room: OVR B220)**Prof. Robert Buttery  
Head of International RelationsProf. Sabine Künzi  
Deputy Head of International Office**(Room: 5.4A13)**Paloma Baumann  
Academic Coordinator  
[paloma.baumann@fhnw.ch](mailto:paloma.baumann@fhnw.ch)**(Room: 5.4B06)**Mira Jeggli  
International Office Assistant  
[mira.jeggli@fhnw.ch](mailto:mira.jeggli@fhnw.ch)**Accommodation  
(Room: OVR B220)**[io.business@fhnw.ch](mailto:io.business@fhnw.ch)**Students Secretariats  
(Room: 5.4B06)**Mira Jeggli  
Head of Student Secretariat  
Student Secretariat BSc "Wirtschaftsrecht"  
Secretariat International Office  
[mira.jeggli@fhnw.ch](mailto:mira.jeggli@fhnw.ch)Stephanie Schweizer  
Student Secretariat BSc Business Administration (IM)  
Examinations Secretariat  
[stephanie.schweizer@fhnw.ch](mailto:stephanie.schweizer@fhnw.ch)Claudia Meier  
Student Secretariat BSc "Betriebsökonomie"  
Examinations Secretariat  
[claudia.meier@fhnw.ch](mailto:claudia.meier@fhnw.ch)Sandra Koller  
Student Secretariat BSc "Business Information Technology"  
[sandra.koller@fhnw.ch](mailto:sandra.koller@fhnw.ch)Jvana Wernli  
Student Secretariat BSc "Betriebsökonomie"  
[jvana.wernli@fhnw.ch](mailto:jvana.wernli@fhnw.ch)**Address**University of Applied Sciences and Arts Northwestern Switzerland  
School of Business – Campus Brugg-WindischBahnhofstrasse 6  
5210 Windisch**Telephone**+41 56 202 77 44

---

### Autumn Semester

<b>Information Session (Mandatory)</b>	Tuesday	12	September	2023
<b>International Student Activities (ISA)</b>	Wednesday	13	September	2023
	Thursday	14	September	2023
<b>Classes start according to timetable</b>	Monday	18	September	2023
<b>Mailing Examination Timetable Autumn Semester 2023/24</b>	Monday	16	October	2023
<b>Deadline for Course De-registration</b>	Tuesday	31	October	2023
<b>Classes finish according to timetable</b>	Friday	22	December	2023
<b>Christmas Break (no classes)</b>	Saturday	23	December	2023
	to Saturday	13	January	2024
<b>Final Examinations</b> *(some examinations will be scheduled during the semester, incl. Saturdays)				
1 <sup>st</sup> Year courses	Incl. Saturdays	15	January	2024
		20	January	2024
Other courses	Incl. Saturdays	22	January	2024
		03	February	2024
<b>Publication of <u>Provisional</u> Transcript of Records (only 1<sup>st</sup> Year courses Autumn Semester 2023/24)</b>	Thursday	08	February	2024
<b>Exam Inspection Module Examinations (only 1<sup>st</sup> Year courses Autumn Semester 2023/24)</b>	Exact date tbd	12- 14	February	2024
<b>Preparatory Seminars (Context courses):</b>	Monday	12	February	2024
	to Saturday	17	February	2024

**Publication of Definite Transcript of Records** (only 1<sup>st</sup> Year courses Autumn Semester 2023/24)

Friday 16 February 2024

**Spring Semester**

**Information Session (Mandatory)**

Tuesday 13 February 2024

**Classes start according to timetable**

Monday 19 February 2024

**Retake Examinations** (only 1<sup>st</sup> Year courses Autumn Semester 2023/24)

Monday to Saturday 19 February 2024  
24 February 2024

**Publication of Provisional Transcript of Records** (other courses autumn semester 2023/24)

Friday 23 February 2024

**Exam Inspection Module Examinations** (other courses autumn semester 2023/24)

Exact date tbd 26 February 2024  
to 02 March 2024

**Publication of Provisional Transcript of Records** (only retakes 1<sup>st</sup> Year courses autumn semester 2023/24)

Friday 08 March 2024

**Mailing Examination Timetable**

Monday 11 March 2024

**Publication of Definite Transcript of Records** (other courses autumn semester 2023/24)

Friday 15 March 2024

**Publication of Definite Transcript of Records** (only retakes 1<sup>st</sup> Year courses autumn semester 2023/24)

Friday 22 March 2024

**Deadline for Exam De-registration**

12.00h Friday 31 March 2024

**Classes finish according to timetable**

Saturday 09 June 2024

**Final Examinations** \*(some examinations will be scheduled during the semester, incl. Saturdays)

1 <sup>st</sup> Year courses	Incl. Saturdays	10	June	2024
		15	June	2024
Other courses	Incl. Saturdays	18	June	2024
		07	July	2024
<b>Retake Examinations</b> (only 1 <sup>st</sup> Year courses Autumn Semester 2023/24)	Monday to Saturday	08	July	2024
		13	July	2024

**Bank Holidays 2023/24 (no classes)**

<b>29.03.2024</b>	Friday	Good Friday
<b>30.03.2024</b>	Saturday	Free Day after Good Friday
<b>01.04.2024</b>	Monday	Easter Monday
<b>01.05.2024</b>	Wednesday	Labour Day
<b>09.05.2024</b>	Thursday	Ascension Day
<b>20.05.2024</b>	Monday	Whit Monday (Pentecost Monday)