Information for Exchange and Visiting Students at D-BSSE

Please note that the ETH Zurich Master programme in Biotechnology is carried out at the Department of Biosystems Science and Engineering (D-BSSE) in Basel (not Zurich!). Commuting between Basel and Zurich takes about 1.5 hours each way.

Please note that courses starting with 636-05xx-xx are not offered by the D-BSSE, but by the University of Basel! Please remember that at least 2/3 of your course credits/courses should be taken in the department where you are enrolled.

Visa, work and residence permit in Basel

Please note that the following information only relates to the canton of Basel-Stadt in which the city of Basel is located. We are in no position to provide information or assistance should you decide to take residence outside the canton of Basel-Stadt!

Students coming for coursework only

EU/EFTA nationals:
• Citizens of the European Union or EFTA states do not require a visa for studying in Switzerland and therefore need not to take action in this regard before their arrival.

Non-EU/EFTA nationals:
• Please follow the instructions you receive by email from the Student Exchange Office regarding the visa application. **Attention**: Students who are responsible for their own visa application need to keep in mind that contrary to these instructions, they need to apply for their visa in canton Basel-Stadt and NOT Zurich or any other canton. Please carefully consider your study plan with regard to coursework and research in a laboratory. The canton of Basel-Stadt clearly differentiates between coursework (taking classes only) and working in a laboratory (research project, theses etc.). Please note: if you only register for coursework/lectures in your study plan it is NOT possible to later on decide you additionally want to do also a research project in one of the laboratories at D-BSSE! This is due to the fact that working, e.g. doing research in a laboratory, always requires a work permit in Basel, and you cannot enter Switzerland with a student visa and then later apply for a work permit when you are already living in Switzerland!

Students undertaking a Research Project/Thesis (either full-time or besides coursework)

EU/EFTA nationals:
• Please note that the Research Project/Thesis needs to be a compulsory part of your study program. If the project is not a compulsory part of your study program you need to be able to provide proof of sufficient financial means CHF 1’750 per month (savings and/or scholarship).
• If you plan to stay for more than 90 working days in Switzerland while doing research in a laboratory of the D-BSSE, you are required to apply for a work permit at the migration office in Basel-Stadt once you start with your project. In order to apply for a work permit, please explicitly ask for the addendum in your residence permit that allows you to work in Basel. Please make sure to provide the necessary documents as written below when applying for the residence/work permit in Basel -> Please send a scan of your residence/work permit to: administration@bsse.ethz.ch

Non-EU/EFTA nationals:
• Projects in Basel have to be a compulsory part of your study program at your home university and must be declared from the very beginning of your application process. You either need to provide proof of adequate financial means or to find a research group at the D-BSSE that is willing to provide you with a scholarship in order to obtain a work permit for the duration of your research project. Required sum: CHF 1’750 per month (savings and/or scholarship).
Since you will be working in a laboratory, you will need to have a work permit. You yourself will need to apply for a personal entry application ("Persönliches Einreisegesuch") at the Swiss representation in your country of residence. Note that you have to choose the representation so that you will be able to pick up your visa at all times (including semester breaks, holidays etc.) It is not possible to change the embassy/consulate at a later stage once the visa application has been forwarded to the authorities. An overview of all Swiss representations abroad can be found at http://www.eda.admin.ch/eda/en/home/reps.html

Immediately afterwards, you must send an email, indicating the Swiss embassy or consulate where you applied for your visa to administration@bsse.ethz.ch. The D-BSSE will then take care of applying for your corresponding work permit.

Residence permit Basel
Regardless of your nationality and activity (coursework or research project), to obtain a residence permit you must register with the appropriate authority within 8 days of your arrival in Switzerland. In the city of Basel, this has to be done at:
Bevölkerungsdienste und Migration
Spiegelgasse 6 - 12
CH-4001 Basel

Please provide the following when applying for your residence permit in Basel:
- valid passport or identity card (and entry visa if applicable)
- one passport photograph
- Up to CHF 150 for administrative and issuing fees for residence permit
- Students from European countries: the European Health Insurance Card
- Confirmation letter which you received in your student documents
- Extended Confirmation of Matriculation
- Address in Basel (rental agreement)
- proof of sufficient financial means, e.g. statement of account (if applicable)
- Scholarship confirmation (if applicable)

Please find more information online: http://www.bdm.bs.ch/Wohnen/An-Abmeldung-Umzug.html (Website of migration office in Basel, available in German language only)

Housing in Basel
Here are some links that might be helpful in order to find accommodation in Basel:
http://www.alle-immobilien.ch
http://www.students.ch/wohnen
http://www.wqzimmer.ch
http://www.wove.ch
http://www.easyrooms.ch
http://www.ums.ch
http://www.kiwhomes.ch
Hostels/Hotels in Basel:
http://www.youthhostel.ch/de/hostels/basel-st-alban
http://de.easyhotel.com/hotels/basel.html
http://www.hotel-basilisk.ch/

Health Insurance
Please refer to the following website:
http://www.ethz.ch/health-insurance-for-students
Note that since you are located in canton Basel-Stadt certain processes might slightly differ from the mentioned information on this website. If any question arises please contact the administration office at D-BSSE or the Student Exchange Office for assistance.

**General information:**

**Registration at ETH Zurich**
Upon your arrival in Switzerland you have to register at the administration office in Basel (7.06) in order to receive your student documents.

**Scholarship**
In case you have been nominated for a scholarship, you can pick it up at the beginning of each month in the administration office (7.06) at the D-BSSE.

**Taking courses at the University of Basel**
In order to take elective subjects at the University of Basel, you need to register personally at the “Studiensekretariat” (study administration office) of the University of Basel (studsek@unibas.ch).
Please provide the following documents: ETH student card and course numbers of the courses you plan to take in the relevant semester. The URZ (Universitäts-Rechenzentrum) will issue your personal email address of the University of Basel. This email address will be used to send you all further relevant information and documents regarding the courses at the University of Basel. Address: Kollegienhaus, Ground Floor, Petersplatz 1, Basel.

Usually, the original transcripts of the courses you have taken at the University of Basel will be sent to you after completion of the respective course. Then you are required to bring the original transcript to the D-BSSE administration office (7.06) in order to obtain the respective credit points for your studies at ETH Zurich. If you plan to leave soon after the examination period, please contact the study administration office of the University of Basel and ask for your original transcript to be sent to the D-BSSE study administration.

**Canteen, library, gym, language courses etc. of the University of Basel**
The University of Basel allows a discount on the menu for ETH students (ETH student card required) when using the university’s canteen.

The email address of the University of Basel as well as the respective student card enables ETH students to borrow books and other media from the university’s library (www.ub.unibas.ch).
For using the sport facilities of Uni Basel, please register at the “Sekretariat” of the Universitätssport (unisport@unibas.ch) Kollegienhaus, Petersplatz 1, Groud floor.
A variety of courses offered are free of charge. However, for using the gym a fee applies.
For language courses, please visit the following website: http://sprachenzentrum.unibas.ch
Please note that the language centre in Basel is not financed by the University of Basel, therefore a minimum fee of CHF 10 per lecture hour applies. If you plan to take an intensive German language course before the start of the semester we recommend doing so in Zurich at the language centre of the University and ETH Zurich (see information in the acceptance letter).

**Security Issues on Rosental Site – Campus Badges**
In order to move freely on the Rosental site, where the D-BSSE is located, you are required to identify yourself. Therefore, all students will receive a corresponding student badge. The badge can be picked up at the administration office (7.06). With this badge access is provided to the Rosental site and the D-BSSE building (WRO-1058) during working hours. Please note that there is no access to the building after 6pm and on weekends. If you stay for more than 3 months, you will get a key for the building (pick up of key at office P.42 between 10.00-10.30h in Basel).
Biopark Canteen on Rosental Site – Badge
Badges for the Biopark Canteen may be picked up at P.42 / 10:00h-10:30h, Mo-Fr and be charged at the campus Kiosk, or new canteen. The badge can be used at the Kiosk as well. Students have to show their student card together with the canteen badge (subsidy via badge CHF 7.50 per meal). You can also receive a badge for the coffee machines located on the 7th floor.

Computer Room and IT information for Students in Basel
Please note that there is a computer room for students at the D-BSSE. The room is located in the building WRO 1058 (P64). You can access this room with your student badge. For further information, please read the respective websites on the internal WIKI.
https://wiki-bsse.ethz.ch/display/DBSSESTUDENTSERVICES/Computer+Room...
https://wiki-bsse.ethz.ch/display/DBSSESTUDENTSERVICES/IT+Information+for+Students

Validation of ETH Student Card
Your ETH student card needs to be validated each semester. There is one validation terminal in Basel, building 1058, 7th floor (opposite the two elevators). Furthermore, there are several validation terminals in different ETH buildings in Zurich (www.eth-karte.ethz.ch/validation/terminals).

Student Associations
We are proud to host the Biotechnology Student Association (BSA) at the D-BSSE in Basel. All exchange students are automatically members of the main ETH Zurich student association VSETH and as a consequence also of BSA. Visiting students can sign up for CHF 10 per semester (see general information from the Student Exchange Office of ETH Zurich for details). For more information please visit the website of BSA: www.bsa.ethz.ch
All exchange and visiting students may also participate in the events of the Erasmus Student Network (ESN) in Basel: http://basel.esn.ch/