



HSG THEMIS Factsheet 2021/22 for outgoing students

THEMIS - The International Legal Network of Excellence is an exchange programme for MLaw, MLE and MIL students only.

The THEMIS programme	<p>The THEMIS exchange programme represents a network of top universities which have come together to create a new standard in business law in response to an ever-increasing demand for law professionals with international know-how and expertise. Graduate level law students who successfully complete the following three elements receive the programme's <i>Joint Certificate in International and Business Law</i> :</p> <ol style="list-style-type: none"> 1. Exchange semester abroad (Autumn semester only) 2. Internship (before or after participating in the programme) 3. THEMIS seminar (3-day seminar that takes place in the Spring semester)
The THEMIS internship	<p><i>Duration of the internship</i> Students must organise their own internship. The minimum duration is six consecutive weeks full-time. It is also possible to do the internship on a part-time basis, but it should be equivalent to six weeks full time (e.g. 8 consecutive weeks, 6 hours a day).</p> <p><i>Type of internship</i> The internship must be of international nature. Students may work at a law firm, international company, NGO, or international organisation that deals with international law.</p> <p><i>Timeframe of the internship</i> It is possible that an internship which has been completed before the exchange semester is recognised.</p>
The THEMIS seminar	<ul style="list-style-type: none"> • Participation in the three-day seminar is mandatory. • Students who arrive late or leave early will have to participate in the following year's seminar in order to meet the THEMIS requirements. • Students can postpone the seminar for one year.
Who can attend the THEMIS programme?	<ul style="list-style-type: none"> • Students at Master's level MIL/MLaw/MLE • Students who have a grade average of no less than 4.5 • Students who can provide a language certificate that is not older than two years
Time of application	You must apply in your first MA semester to be able to go on exchange in your third semester.
Number students that can go to each Partner University	1-2 depending on the agreement between the universities.
Lecture period	Mid-September to just before Christmas.
Course requirements	<ul style="list-style-type: none"> • THEMIS students are required to take at least 30 ECTS worth of courses • Students need to attempt exams worth 30 ECTS • Students must pass at least 24 positive ECTS in order to qualify for the 'Joint Certificate in International and Business Law'
Language of instruction	<ul style="list-style-type: none"> • All THEMIS courses are held in English • THEMIS students who are fluent in German are allowed to take law courses from the German-taught law course programmes, depending on the host university's course list.
Transcript of Records	At the end of the semester all students will receive an official transcript of records.
Re-take of failed exams	It is up to the host university to offer a re-sit of failed exams.
Website for outgoing students	https://universitaetstgallen.sharepoint.com/sites/AustauschEN/SitePages/Master-THEMIS.aspx
Website of the Law Department	https://www.unisg.ch/en/universitaet/schools/law
Contact person at the Law Department (for academic issues, courses, ECTS-accreditation, Learning Agreements, examinations, transcript of records)	<p>Sabine Greiser Administrative Programmleitung/Executive Director BLaw/MLaw/MIL Law School Bodanstrasse 6, 9000 St.Gallen Tel. +41 71 224 33 84 sabine.greiser@unisg.ch</p>
Contact person at the Student Mobility Office (student enquires, application process, admission and enrollment)	<p>Magdalena Piller Programme Manager THEMIS Tellstrasse 2, 9000 St.Gallen Tel. +41 71 224 3408 (direct) magdalena.piller@unisg.ch exchange.unisg.ch</p>

Application procedure	<ul style="list-style-type: none"> • Submit online application via StudentWeb: mid-October till beginning of November. • Once students are nominated at the host university they will be sent a registration link with instructions on how to proceed directly from the host university.
Documents to be submitted on the Mobility-Online portal	<p>Applicants must complete the online application and upload the following documents:</p> <ul style="list-style-type: none"> - copy of passport (page with the photograph) - copy of the student's transcript - copy of B.A. final grades - CV - Letter of motivation <p>All documents must be in German or English, or accompanied by an English translation.</p>
Language requirements	<ul style="list-style-type: none"> • Level C1 of the Common European Framework of Reference for Languages in English
Number of credits per course	<ul style="list-style-type: none"> • The learning agreement for the term abroad must be approved by the HSG Crediting Office (ACO) <i>before</i> the start of the exchange semester. • It is the applicant's responsibility to obtain the course descriptions in time from the host university.
Crediting of courses / Grading scale	<p>The HSG Crediting Office converts the grades into the Swiss grading scale in accordance with the published conversion tables. More details can be found on StudentWeb: Crediting Office (ACO).</p>
Bidding at HSG during the exchange	<ul style="list-style-type: none"> • Students must register as normal via the HSG bidding system if they wish to do courses at HSG while away on exchange.
Scholarships	<p>Swiss-European Mobility Programme Scholarship (formerly Erasmus) requirements:</p> <ul style="list-style-type: none"> • You must be matriculated at the University of St.Gallen • You must spend your exchange semester at a partner institution which takes part in the EU educational programme. • Maximal support period: 3 - 12 months