

# Application package



Les Roches  
Crans-Montana  
Switzerland



# Applying to Les Roches

## Step-by-step guide

1

### Submit your application

Complete application form

Attach detailed resume

Provide proof of academic records

Attach copy of passport

Include proof of English

2

### Prepare for your admissions assessment

*Within 1 week of submitting your documents*

You'll be contacted to schedule admissions assessment

Assessment may involve written exercise and interview

Additional documentation will be required, including Study/Post-Study plan, letter of commitment from financial sponsor, post-study statement

3

### Receive acceptance letter – if successful

*Within 1–3 weeks of assessment*

If your application is successful, you'll receive your acceptance letter, first semester invoice, and pre-arrival guide

Relevant visa documentation where required

4

### Confirm your place at Les Roches

*Within 15 days of receiving your acceptance letter*

Pay downpayment of CHF 5,000 to confirm place

Payment also confirms acceptance of Les Roches T&Cs

5

### Receive pre-arrival support

*Right up until you arrive*

Added to new student Facebook group

Visa support services if required

Live Instagram Q&As

Arrival assistance

Pre-departure webinar

6

### Arrive on campus and start your Les Roches journey

*First week on campus*

Welcome booth at airport and transport to campus

Check-in and registration

Authentication of original documents

Induction week activities

# Application form

## 1. About the applicant

Male	Female	Address	
<hr/>		<hr/>	
Family name		City	
<hr/>		<hr/>	
First name		State	
<hr/>		<hr/>	
Nationality		Postal code	Country
<hr/>		<hr/>	<hr/>
Date of birth (DD/MM/YYYY)		Home phone	
<hr/>		<hr/>	
Email		Mobile phone	
<hr/>		<hr/>	
Please specify if you hold a private residential permit in Switzerland		B permit from previous school	Swiss passport
<hr/>		<hr/>	<hr/>
		C permit	Private B permit
		<hr/>	<hr/>

## 2. Education

Name of high school/college/university	
<hr/>	
Country	Highest qualification
<hr/>	<hr/>
City	Completion date (MM/YYYY)
<hr/>	<hr/>

## 3. Mother tongue and English level

If English is not your mother tongue, or if you have not spent the last two years in full-time English education, please indicate the score and provide supporting documentation of one of the following\*:

TOEFL score	IELTS score
<hr/>	<hr/>
Cambridge First Certificate score	Your mother tongue
<hr/>	<hr/>
Cambridge Advanced score	
<hr/>	

\*If you have any questions, please contact your Education Counselor.

## 4. Professional experience

Do you have professional working experience in a hospitality-related field?      Yes (please provide details in your CV)      No

# Application form

## 5. Academic program

Diploma in International Hotel Management (2.5 years)	Semester abroad (one semester on campus)
BBA in Global Hospitality Management (3.5 years)	Pre-sessional programs
Postgraduate Diploma in International Hospitality Management (1 year including internship)	HIP Hospitality Immersion Program (2 weeks)
Master's in Hospitality Strategy and Digital Transformation (1.5 years)	IHELP (Intensive Hospitality English Language Program) (6 weeks - Crans-Montana)
MBA in Global Hospitality Management (1 year)	IHELP (Intensive Hospitality English Language Program) (15 weeks - London and Marbella: prior to the start of the BBA in Switzerland)

Please indicate the month and the year you wish to start:

February 2020	September 2020
February 2021	September 2021

## 6. Room and board

Les Roches has the following room and board options available. You will have the opportunity to select your preference once you are officially accepted and have paid the required deposit.

Double room / Single room / Off campus\* / Full board / Half board\*\*

\*Please refer to the "Fees & other expenses" document for eligibility.

\*\*Only available to students living off campus

## 7. Medical needs and learning differences

If you have a learning difference or medical condition which means that you may require additional help during your studies and stay on campus, it is important to provide the following information which will be kept confidential and will not affect your academic eligibility to the School.

Does any of the following apply to you?

Learning Differences (e.g. dyslexia, dysgraphia, dyscalculia, ADD, etc.)
Mobility/Hearing/Vision Given the nature of studies (practical, academic) and the residential campus setting at Les Roches, please be aware that this could be an area where challenges may occur.
Medical needs
Any other condition:

Would you like to receive information on medical/learning support services, equipment or facilities available that may assist you? Yes

# Application form

## 8. About the parent/legal guardian/emergency contact

Mr.	Ms.	Address	
_____		_____	
Family name		_____	
_____		_____	
First name	City	State	
_____	_____	_____	
Relationship with Applicant (you may tick multiple boxes)		Postal code	Country
_____		_____	_____
Parent	Guardian	Emergency contact	
_____	_____	_____	
Languages spoken		Home phone	
_____		_____	
_____		Mobile phone	
_____		_____	
_____		Email	
_____		_____	

## 9. Application fee

Please pay the application fee of CHF 275 online at [www.lesroches.edu/apply/application-fees-switzerland](http://www.lesroches.edu/apply/application-fees-switzerland)

## Statement

I agree to abide by the totality of Les Roches regulations, policies and procedures governing admission, enrolment and my studies at Les Roches, as they may be revised from time to time, including those related to academic life, student life and residency and finance. I understand that the fees and other financial conditions are modified once a year and I accept their revision. I hereby declare to abide by the Swiss law in case of a dispute related to the interpretation or to the execution of my legal obligation towards Les Roches and accept the exclusive competence of the Valais Cantonal court.

## Data Protection Information

In accordance with data privacy regulations we inform you that any personal data provided will be treated with the sole purpose of managing your application and, in case of being accepted, opening your school record, which will be later used for academic purposes. Medical information will be used to attend any special need during your stay, such as allergies, learning differences, etc.

I understand that information required is necessary to fulfil the purpose of the document. I hereby declare that all information and attachments given in this application is exact and complete.

I understand that any statement on this form which proves to be untrue or purposely misleading will render the application void and that if inaccuracies are highlighted at a later stage, the schools retain the right to retract any offer made or expel the student with no refund of fees.

I acknowledge that any financial information or any information related to my studies that has a financial impact may be shared with my parent and/or sponsor who have a legitimate interest to be informed.

Your personal data will be stored within the legally stipulated periods. Your personal data may be transferred to our parent company: Sommet Education Sàrl, Switzerland and its affiliates. Further information on how we use your personal data may be found at [www.lesroches.edu/legal-information](http://www.lesroches.edu/legal-information). At any given time, you may exercise your rights in data protection writing to [dpo@sommet-education.com](mailto:dpo@sommet-education.com).

Date (DD/MM/YYYY)

Signature of applicant \_\_\_\_\_ Signature of the parent/legal guardian (if applicant is under 18 years old) \_\_\_\_\_

Are you working with a representative of our school to support your application to Les Roches? Yes (please state below) No

Name of the representative/company \_\_\_\_\_ Location of the representative \_\_\_\_\_

If a company, name of contact (if known) \_\_\_\_\_

Please send your completed and signed forms to [info@lesroches.edu](mailto:info@lesroches.edu) or send to your Education Counselor.

# Study/post-study plan

**What motivates you to study hospitality? Explain why you would like to study at Les Roches. Discuss your interests, past experiences and future ambitions.**

(Maximum 300 words, no more than one page)

Date (DD/MM/YYYY)

Signature of applicant

Name of applicant

In accordance with data privacy regulations we inform you that any personal data provided will be treated by Les Roches with the sole purpose of managing the present commitment and the rights and obligations born from it. Your personal data will be stored within the legally stipulated periods. Your personal data may be transferred to our parent company: Sommet Education Sàrl in Switzerland and its affiliates, as well as to the government authorities for the purpose of delivery of your resident permit. Further information on how we use your personal data may be found at [www.lesroches.edu/legal-information](http://www.lesroches.edu/legal-information). At any given time, you may exercise your rights in data protection writing to [dpo@sommet-education.com](mailto:dpo@sommet-education.com).

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Crans-Montana, Switzerland

# Post-study statement

I hereby guarantee that I will leave Switzerland at the end of my studies at Les Roches Global Hospitality Education.

Date (DD/MM/YYYY)

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Signature of applicant

Name of applicant

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Please upload to the Online Application, or email to [info@lesroches.edu](mailto:info@lesroches.edu) or send to your Education Counselor.

# Letter of commitment from financial sponsor

## Sponsor details

Mr.	Ms.	Email
Family name		Home phone
First name		Mobile phone
Nationality		Address
Date of birth (DD/MM/YYYY)		
Passport or ID N° (please specify)		City State
Relation to applicant		Postal code Country
Please specify if you possess a private residential permit in Switzerland:		
Private B permit	C permit	Swiss passport

I hereby guarantee that I am capable of financing and commit to pay Mr./Ms.

studies at Les Roches Global Hospitality Education and all of his/her expenses. I understand that the fees and other financial conditions are modified once a year and I accept their revision. I hereby declare to abide by the Swiss law in case of a dispute related to the interpretation or to the execution of my legal obligation towards Les Roches and accept the exclusive competence of the Valais Cantonal court.

Date (DD/MM/YYYY)

Signature

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Please upload to the Online Application, or email to [info@lesroches.edu](mailto:info@lesroches.edu) or send to your Education Counselor.



# Parental consent and declaration

Applicants who are below the age of 18 at the start date of the first semester must have their parent/legal guardian complete the form below.  
Please upload to the Online Application, or email to [info@lesroches.edu](mailto:info@lesroches.edu) or send to your Education Counselor.

## To be filled in by your parent/legal guardian

I, the undersigned:                      Parent                      Legal guardian

Family name	City	State
First name	Postal code	Country
Address	Home phone	
	Mobile phone	
	Email	

## I hereby declare that I have legal custody of the child:

Applicant's family name	Address
Applicant first name	
Date of birth (DD/MM/YYYY)	City                      State
	Postal code                      Country

**and I acknowledge that Les Roches is an adult environment, and therefore I assume responsibility for the well-being and actions of the minor mentioned above.**

**This general consent expressly also includes independent participation in voluntary activities and events organised by the school, including but not limited to general sports activities and/or events organised by the student body.**

### Medical consent

**The nurses and medical staff of Les Roches have my permission to evaluate and treat the minor child in the event of a medical emergency.**

**With this general consent I also agree to all communications and notifications from the school becoming effective by being addressed directly to the minor child listed above.**

**This consent will remain in effect until the minor child's 18th birthday.**

Date (DD/MM/YYYY)	Signature of parent/legal guardian
_____	_____

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# Signatory letter

Please read the statement and declaration below and complete where indicated.

## Application statement

I hereby declare that all information and attachments given on the online application is exact and complete. I understand that any statement on this form which proves to be untrue or purposely misleading will render the application void and that if inaccuracies are highlighted at a later stage, Les Roches retains the right to retract any offer made or expel the student with no refund of fees.

I agree to abide by the totality of Les Roches regulations, policies and procedures governing admission, enrollment and my studies at Les Roches, as they may be revised from time to time, including those related to academic life, student life and residency and finance. I understand that the fees and other financial conditions are modified once a year and I accept their revision.

I consent to the storage and processing of the data contained herein by Les Roches under the provision of the 1992 Federal Act on Data Protection.

I agree that any financial information or any information related to my studies that has a financial impact may be shared with my parent and/or sponsor.

I hereby declare to abide by the Swiss law in case of a dispute related to the interpretation or to the execution of my legal obligation towards Les Roches and accept the exclusive competence of the Valais Cantonal court.

I have read and understood the above conditions and accept them in full.

Date (DD/MM/YYYY)

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Name of applicant

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Signature of applicant

Signature of the parent/legal guardian (if applicant is under 18 years old)

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Please upload to the Online Application, or email to [info@lesroches.edu](mailto:info@lesroches.edu) or send to your Education Counselor.

Campus address  
Les Roches Global Hospitality Education  
CH-3975 Bluche/Crans-Montana  
Switzerland

**apply.lesroches.edu**  
**info@lesroches.edu**



Facebook  
LesRoches

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Instagram  
@lesrochesswitzerland

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Twitter  
@lesrochesnews

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LinkedIn  
Les Roches Crans-Montana  
Global Hospitality

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Youtube  
Les Roches Crans-Montana  
Switzerland



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LRJJShanghai

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---

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@LRJJBuzz

---

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Les Roches Shanghai  
Global Hospitality

---

Youtube  
Les Roches Jin Jiang College  
Shanghai

+41 (0)21 989 26 77  
info@lesroches.edu  
lesroches.edu