



University of St.Gallen

Faculty Affairs

Welcome to the University of St.Gallen

Guide for Future Faculty at the University of St.Gallen

Edited by Faculty Affairs, Vice President's Board Research & Faculty

Version 1.1 Autumn/Winter semester 2023/2024

**We are looking forward to meeting you! —
Grüezi, and welcome!**



Contents

1 The President of the University of St.Gallen and the Vice President for Research and Faculty welcome you.....	5
2 Your points of contact: The Director, Vice President's Board Research and Faculty, and the Faculty Affairs team.	6
3 The University of St.Gallen presents itself.....	7
3.1 President's board and entities at the University of St.Gallen.....	8
3.2 Schools.....	10
3.3 Institutes and embodied practical relevance.....	12
3.4 Faculty.....	12
3.5 Culture.....	14
4.1 Appointment and promotion.....	16
4.2 Our services.....	17
4.3 Employment matters.....	20
4.4 Your first working days at the University of St.Gallen.....	21
4.5 Relocation.....	22
4.6 Dual career services.....	23
4.7 Promoting impact-oriented top research.....	23
5 Arriving from outside Switzerland.....	25
5.1 Your first steps after arrival.....	25
5.2 Residence and work permits.....	25
5.3 Family reunification.....	26
5.4 Income and wealth tax.....	27
5.5 Insurance.....	28
5.6 Pension system.....	28
5.7 Swiss education system.....	29
5.8 Checklist.....	31
6 Researching and living in Switzerland and in St.Gallen.....	31
6.1 Research in Switzerland.....	31
6.2 Switzerland: Political system and population.....	34
6.3 Living and working in St.Gallen.....	34
6.4 Schools in St. Gallen.....	35
6.5 Crèches and childcare.....	35
6.6 Public transport.....	35
6.7 Sports and leisure time.....	35
6.8 Economic life.....	36
6.9 Culture, history, sights, insider tips.....	36
6.10 Highlights and events in the city of St. Gallen.....	37

I | The President of the University of St.Gallen and the Vice President for Research and Faculty welcome you



Prof. Dr. Bernhard Ehrenzeller
President



Prof. Dr. Thomas Zellweger
Vice-President for Research & Faculty

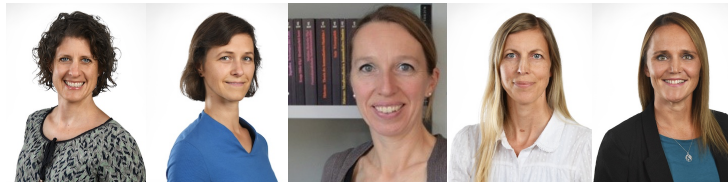
Esteemed Colleagues,

“From Insight to Impact” – this is our motto. As a leading business university, we promote integrated thought, responsible action and an entrepreneurial spirit of innovation. This is what makes our University so special. Our research not only achieves a high degree of academic recognition but also aims to deliver a contribution to solving social problems. We appreciate new colleagues who will collaborate with us in this sense and who want to continue to write the success story of the University of St. Gallen together with us.

Our University is a community, and our 3,000 employees are thus more than just our most valuable resource. In research and teaching, executive education and services, we together establish criteria with the aim of letting our University become not only an attractive centre for thinking and learning but also a place of inspiration – and a place where you can feel at home.

We hereby welcome you to your new academic place of life and work. This Guide offers you some rapid orientation with regard to our campus, the town of St. Gallen and the Swiss working environment.

2 | Your points of contact: The Director, Vice President's Board Research and Faculty, and the Faculty Affairs team



From left to right:

Sandra Torgler, Specialist, Faculty Affairs

Dr. Sandra Weimer, Head of Faculty Affairs

Prof. Dr. Monika Kurath, Dean, Vice President's Board Research and Faculty

Dr. Caroline Aspers Dahlberg, Specialist, Faculty Affairs

Claudia Moser, Coordinator, Faculty Affairs

We will support you during the entire process of your appointment up to your start here at the University of St. Gallen and indeed beyond. Our aims are

- to make clear to you our process of appointment and selection, and to support you individually in this process in the fullest possible way;
- to handle your move to St. Gallen as smoothly as possible;
- to accompany your integration into Switzerland, and that of your immediate family, individually and according to your needs;
- to enable a dynamic start for your work at the University of St. Gallen (HSG); to offer you an attractive and innovative range of options in professional development and coaching.

We hope that this brochure will help you find orientation at the University of St.Gallen, the city of St. Gallen and Switzerland. The depicted information is current as of the autumn semester 2023. We aim to keep the brochure up to date. Please note that external links may be subject to change. Nonetheless, in case you cannot find information you are looking for, please contact us. We will also gladly take account of your individual wishes and special needs. You can reach us at berufungen@unisg.ch.

3 | The University of St.Gallen presents itself

Small – but great! We are one of the leading business universities in Europe, hosting the largest Department of Economics in the German-speaking world, and we have a threefold accreditation: AACSB, EQUIS and AMBA. We are one of twelve Swiss universities, and with around 9,500 students we are counted among the smaller ones – but the only one with a distinct profile in management.

[Link: Facts and figures](#)

Our mandate covers research, teaching and executive education; to this end we organise research mostly in our institutes or centres, teaching within our schools, and executive education via the Executive School and the institutes or centres. Moreover, in the last years, we have set up a School of Computer Science and a Joint Medical Master, the latter in collaboration with the University of Zurich.

Innovative Structures of Teaching, and Students Aware of Their Responsibility

In the fields of Economics, Law and Social Sciences, as well as International Relations, we offer 25 programmes of study on the Bachelor, Master and Ph.D. levels – of which 17 are offered in English. In addition, there are various Master programmes in executive education and courses leading to a Certificate. The contextualisation of current problems plays a formative role in our teaching. Courses in disciplines from the humanities, cultural studies and social sciences (such as history, philosophy, ethics, psychology, sociology or area studies), which enable a holistic and critical perspective on the student's chosen Major, thus form an integral component of all our programmes of study.

By means of these Contextual Studies, inter alia, we equip our students with a social, historical and cultural awareness which – besides their specialist competence – makes them capable of acting responsibly and thoughtfully on their future paths. We also have been fostering a new quality of learning by means of the SQUARE, which has been offering innovative surroundings for future learning since 2022. Roughly a hundred full, thirty associate professors, seventy assistant professors and fourty senior lecturers are responsible for the education of our students. There are furthermore roughly 500 part-time lecturers who also contribute to the teaching.

Many-faceted Research and Researchers

In our research we aspire not only to satisfy international academic demands but also to achieve impact in society. Following our slogan "From insight to impact", we therefore carry out fundamental research as well as research that is practical in orientation. In selected areas, such as the Global Center for Customer Insight (GCCl) and the Global Center for Entrepreneurship and Innovation (GCE&I), we are noted to be at the very top of international research. Since the founding of our University as a Business Academy in 1898, we have attributed great significance to the question of knowledge transfer. We frequently collaborate with companies in long-term research partnerships. Our excellence in research subsists because of the multiplicity of our specific academic disciplines, and it is sustained by a strong and differentiated support for research in Switzerland generally. Our approaches and methods in research are no less diverse in consequence. We bring together academic researchers who work in the field and who work at desks, just as we bring together those who publish in leading subject journals and those who write cutting-edge books. The people significantly involved in these results are not just the full and associate professors, the assistant professors as well as the senior lecturers, but also the roughly 900 younger academic talents on the Ph.D. and post-doctoral levels.

A high degree of self-financing

As a cantonal university, we receive our basic funding from the Swiss federal government and the cantons. Supplementing our basic public funding, we generate on average 50 per cent of our budget ourselves. In comparison to other Swiss universities, we thus have the highest degree of self-financing at our disposal. The keystones for this are our commitments to executive education as well as to externally funded research and to the provision of services. To these commitments must be added donations from private individuals, foundations and companies.

3.1 | President's board and entities at the University of St.Gallen



From left to right:

Adrian Sulzer	Head of Communication
Prof. Dr. Thomas Zellweger	Vice President, Research and Faculty
Prof. Dr. Urs Füglistaller	Vice President, Institutes and Executive Education
Dr. Karla Linden	Director, Institutes and Executive Education
Prof. Dr. Monika Kurath	Director, Research and Faculty
Dr. Peter Lindstrom	Director, External Relations
Prof. Dr. Bernhard Ehrenzeller	President
Prof. Dr. Martin Eppler	Vice President, Studies and Academic Affairs
lic. Iur. Hildegard Kölliker	Former General Counsel
Dr. David Schneeberger	General Counsel (not pictured)
Dr. Marc Mayer	Dean of Studies and Academic Affairs
Dr. Bruno Hensler	Director of Administration
Prof. Dr. Ulrich Schmid	Vice President of External Relations

The President's Board of the University of St.Gallen functions as a steering committee in collaboration with the Board of Governors, the Senate and the Senate Committee. The President's Board supports and advises the President in the fulfilment of his duties. The Vice Presidents and the Deans supporting them, the Director of Administration, the General Counsel, the Dean of Studies, and the Head of Communications, as well as the President himself, all belong to the President's Board. The president and the vice-presidents are elected from among the full professors. Prof. Dr. Bernhard Ehrenzeller has held the position of president since February 2020.

All full professors are members of the Senate, our highest academic body. The deans of the schools are members of the Senate Committee. The Board of Governors is the supervisory body of the University; its members are elected by the Cantonal Council.

University Council

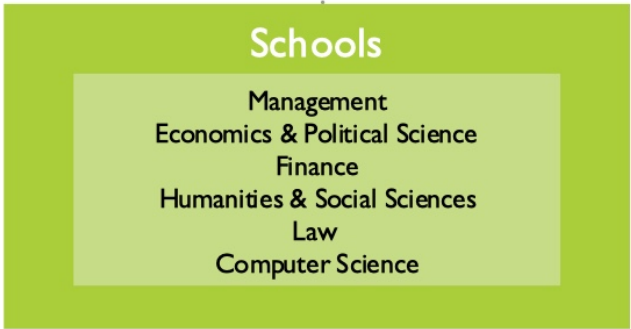


Institutes (36)

Centres (12)

Executive School

School of Medicine



Contact: rektorat@unisg.ch – Tel.: +41 71 224 22 04

3.2 | Schools

Our schools are responsible for teaching on the Bachelor, Master and Ph.D. levels. The largest share of the course offerings is provided by the faculties working in economics, namely the School of Management (SoM-HSG), the School of Finance (SoF-HSG) and the School of Economics and Political Science (SEPS-HSG). The Law School (LS-HSG), in its study programmes, prepares students for the classical legal career profiles in law firms and the judiciary, but it also attaches a particular importance to interdisciplinarity and practical relevance. The School of Humanities and Social Sciences (SHSS-HSG) has a special role to play: combining different aspects of the humanities, cultural studies and social sciences, the School offers students a general academic education, in subjects from social and cultural studies, that supplements their professional training. The Executive School of Management, Technology and Law (ES-HSG) rounds off the HSG course portfolio with its tailor-made offerings in executive education for people from working life.

By founding of a new School of Computer Science (SCS-HSG) and its Bachelor, Master and Ph.D. study programmes in Computer Science, HSG makes a contribution to the training of computer specialists. In cooperation with the cantonal hospital of St.Gallen and the University of Applied Sciences of Eastern Switzerland, the HSG also offers an innovative study programme in Medicine, at the new School of Medicine (Med-HSG): its new Joint Medical Master (JMM) is situated at the interface of economics and business studies. Like the ES-HSG, the School of Medicine is organised as an institute.

Each school is led by a dean. Deans are elected from the body of professors at the school, for a period of office lasting from two to four years. The respective dean's office is at your disposal for any general questions you may have:

Schools

www.som.unisg.ch	som@unisg.ch	Tel.: +41 71 224 25 06
www.sof.unisg.ch	sof@unisg.ch	Tel.: +41 71 224 70 80
www.seps.unisg.ch	seps@unisg.ch	Tel.: +41 71 224 23 25
www.ls.unisg.ch	lawschool@unisg.ch	Tel.: +41 71 224 34 07
www.shss.unisg.ch	shss@unisg.ch	Tel.: +41 71 224 27 66
www.scs.unisg.ch	scs@unisg.ch	Tel.: +41 71 224 3390

Institutes with Study Programmes

www.es.unisg.ch	executiveschool@unisg.ch	Tel.: +41 71 224 75 00
www.jmm.unisg.ch	jmm@unisg.ch	Tel.: +41 71 224 75 86

	SoM-HSG School of Management	SoF-HSG School of Finance	SEPS-HSG School of Economics and Political Science	LS-HSG Law School	SHSS-HSG School of Humanities and Social Sciences	MED-HSG School of Medicine	SCS-HSG School of Computer Science	ES-HSG Executive School of Management, Technology and Law
Bachelor Programs	Major in Business Administration (BWL)		Major in Economics (VWL) Major in International Affairs (BIA)	Major in Law (Blaw) Major in Law and Economics (BLE)			Bachelor in Computer Science (BCS)	
Master Programs	Business Innovation (MBI) Marketing, Services and Communication Management (MSC) Accounting and Finance (MAccFin) Strategy and International Management (SIM) Business Management (MUG) Management, Organization Studies and Cultural Theory (MOK)* Master of Science in Computer Science	Banking and Finance (MBF)	Economics (Mecon) Quantitative Economics and Finance (MiQE/F) International Affairs and Governance (MIA)	International Law (MIL) Law (Mlaw) Law and Economics (MLE)	Management, Organization Studies and Cultural Theory (MOK)*	Joint Medical Master (a joint programme with the University of Zurich and the FHS St.Gallen University of Applied Sciences)	Master of Science in Computer Science (MCS)	Master of Business Administration (MBA-HSG) Executive MBA in General Management (EMBA-HSG) International Executive MBA (IEMBA-HSG) Global Executive MBA in General Management (GEMBA-HSG) Executive MBA in Business Engineering (EMBE-HSG) Executive Master Business Law for Managers Executive Master in Financial Services and Insurance (MBA-FSI) Executive Master of European and International Business Law (M.B.L.-HSG)
PhD Programs	Management (PMA) Accounting Business Innovation General Management Marketing Computer Science (DCS)	Finance (PiF)	Economics and Finance (PEF) International Affairs and Political Economy (DIA)	Law (DLS)	Organization Studies and Cultural Theory (DOK)		Computer Science (DCS)	
Global Centers	Global Center for Customer Insight (GCCl) Global Center for Entrepreneurship & Innovation (GCE&I)		Global School for International Economics (GCEI)					
Profile Area		System-wide Risk in the Financial System			Transcultural Workspaces			

3.3 | Institutes and embodied practical relevance

«From insight to impact» is the living credo of the University, as characterised in particular by its institutes and by the dedicated service of its teachers outside the realm of academic life.

Institutes

With over 30 institutes which are managed largely autonomously and entrepreneurially within the university, the university has a unique structure. Around 80 percent of all faculty members belong to an institute or research center. All full professors also have their own chairs and belong to a school. It is also possible to have no affiliation to an institute. The institutes represent an association of professorships that are closely related in terms of subject matter and bundle their expertise under one roof. In addition to basic research, they enable practical research, training of young academics and continuing education. The focus on specific topics also opens up cooperation and synergies between institutes and research centers and/or practice partners, which can lead to overarching research projects or the establishment of research labs. The institutes make a decisive contribution to the university's high level of self-financing and promote young talent. This way, the institutes play a key role in shaping the university's culture and its reputation as a leading business university.

[Link: Institutes](#)

Side engagements

The side engagements of lecturers are another component of the university's practical approach. With their commitment outside of their employment at the university, they make an important contribution to the economy and society. At the same time, this commitment creates opportunities to identify current and relevant topics for research and teaching directly from practice and to incorporate them into their work at the university. To this end, the university grants the usual leeway at universities, namely one day per week for a full-time position. Lecturers also bear a central responsibility for the reputation of the university and are subject to particular public scrutiny. Lecturers may not engage in any activities that compromise the fulfillment of their official duties or the independence of teaching and research. The sideline activities of professors are disclosed and are publically accessible.

3.4 | Faculty

The University of St.Gallen employs approximately 240 full-time lecturers. Full-time lecturers include full professorships, associate professorships, assistant professorships and permanent lecturers. In addition, over 500 part-time lecturers teach at the university. The external lecturers come from research and practice and thus contribute to the diversity of the courses on offer. Professors and permanent lecturers generally qualify through a competitive process. Permanent lecturers can also be appointed by submitting an internal application to the School. In addition, assistant professors can be directly appointed based on competitively acquired, high-ranking third-party funding linked to them.

Full professors

Full professors bear the main responsibility for teaching and research within their department. They are employed on a permanent basis while their suitability in teaching and research is evaluated after eight years and they are then re-elected by the Senate and University Council. In addition to teaching and research, they make a substantial contribution to the training, development and promotion of young academics and junior researchers (doctoral students and postdocs) as well as to academic self-administration. They are members of their School and the Senate, and can take on the role of Dean, Vice-President or President, among others. Their teaching load comprises 8 semester hours per week¹ or around 144 hours per year, including full responsibility for examinations. A reduction in the

¹ 8 lessons of 45 minutes each per week for 12 weeks in the respective semester (1 semester = 14 weeks incl. 2 weeks Break), i.e. for 24 weeks per year.

teaching load is possible in the case of outstanding achievements in research and special tasks in academic self-administration and can be requested from the School or the Rector.

The University provides the following resources for research and teaching activities:

- Two research assistants (doctoral students with maximum 70 percent employment each)
- One personal administrative assistant (50 percent employment)
- An annual travel allowance for congress participation up to CHF 5000
- A research semester after seven years of employment
- Reference library allowance (one-off payment after taking office, CHF 5000)

Associate professors

Associate professorships are active in teaching and research. They hold an independent position that is not academically subordinate to any other professorship and are employed on a permanent basis. They are responsible for an independent subject area and their position usually represents a stage in an academic career which, if suitable, enables them to be promoted to full professor. Promotion can only take place if funds are available for a full professorship. It is initiated by the School. Aptitude in teaching and research is regularly evaluated. In addition to teaching and research, Associate Professors are responsible for supervising doctoral students and are involved in the promotion of young academics. They are members of the School and can sit on various commissions and committees in academic self-administration. Their teaching load comprises 8 semester hours per week² or around 144 hours per year including full responsibility for examinations. A reduction in the teaching load is possible for outstanding achievements in research and for special tasks in academic self-administration and can be requested from the School or the President.

The University provides the following resources for research and teaching activities:

- An annual sum of 25'000 CHF for an assistant
- An annual travel allowance for congress participation up to CHF 5'000
- A research semester after seven years of employment
- Reference library allowance (one-off payment after taking office, CHF 5000)

Assistant professors

The assistant professorship is regarded as a training and profiling position. Assistant professorships are involved in research and teaching and are generally appointed for a maximum of six years (three plus three years). Before the end of the first three years, an interim evaluation of academic performance in the schools is carried out based on the criteria of the school-specific job profile. The period of employment may be extended by a maximum of two years with the approval of the Rector on the basis of proven family or social commitment. Assistant professorships can supervise doctoral students. This must be requested from the Rector by the Program Committee. Their teaching load comprises four semester hours per week for a 100% appointment³, or around 72 hours per year. Assistant professors usually qualify for their position through a competitive appointment procedure. The assistant professorship represents a stage in an academic career which, if suitable, leads to promotion to associate or, in certain cases, full professorship.

The University of St.Gallen distinguishes between tenure track assistant professorships and non-tenure track assistant professorships. For tenure track assistant professorships, the funds for promotion to associate professorship are budgeted for by the School when the respective position is advertised. In the case of non-tenure track positions, no funds are earmarked for further promotion.. In the case of tenure-track assistant professorships, an evaluation is carried out after six years at the latest, also in comparison with the international faculty of the career status and department. The tenure criteria are linked below and differ in each case for the [School of Management \(SoM\)](#), [School of Finance \(SoF\)](#), [School of Economics and Political Science \(SEPS\)](#), [Law School \(LS\)](#), [School of Humanities and Social](#)

² 8 lessons of 45 minutes each per week for 12 weeks in the respective semester (1 semester = 14 weeks incl. 2 weeks Break), i.e. for 24 weeks per year.

³ 4 lessons of 45 minutes each per week for 12 weeks in the respective semester (1 semester = 14 weeks incl. 2 weeks Break), i.e. for 24 weeks per year.

[Sciences \(SHSS\)](#) and the [School of Computer Science \(SCS\)](#). If the evaluation is positive, promotion to the Associate Professorship takes place. It is initiated by the department (School) and supervised by the [Tenure & Promotion Committee](#). Assistant professorships are full-time. Exceptions are possible up to a workload of 50 percent. The University generally provides an annual travel allowance for congress participation of up to CHF 2'500. In the event of promotion or appointment to an associate professorship at the University of St.Gallen the previous and new employment are added regarding the entitlement to research semesters.

Permanent lecturers

Permanent lecturers are active in teaching and research. They are employed on a permanent basis, train Bachelor's and Master's students and supervise doctoral students, provided they have a habilitation. Permanent lecturers are those who have completed their academic education with a doctorate and who will mainly be involved in teaching. Permanent lecturers generally qualify for their position through a competitive appointment procedure. Their teaching load comprises 8 to 12 semester hours per week per year, including full responsibility for examinations.

Part-time lecturers

Part-time lecturers, who are hired on a semester-by-semester basis, are involved in teaching. These are experts from academia and practice, project managers from the institutes or faculty members from other universities. Guest lecturers are also part of the teaching staff. Academic staff at postdoctoral or doctoral level and teaching assistants are also involved in teaching.

Representative bodies

The interests of assistant professors, permanent lecturers, lecturers and academic staff are represented by the non-tenured faculty (Mittelbau, MIB). Its representatives sit on the departmental assemblies, the Senate, the Senate Committee and various committees. The student body (SHSG) is the voice of the students of the University of St. Gallen. Their representation also takes part in departmental meetings, the Senate, the Senate Committee and various committees.

3.5 | Culture

People at the center

Have you taken a closer look at our logo? Based on Da Vinci's homo vitruvianus, you see a person at the center. You as a person are central. We treat each other with respect and humanity, regardless of age, status, gender, origin, orientation or health needs.



Integrity

We treat each other with respect and honor each other's boundaries. We do not tolerate behavior that harms, degrades or excludes others. We show zero tolerance towards all forms of abuse, belittling, discrimination and bullying, sexist or racist remarks, threats and violence. We adhere to the code of conduct of the University of St. Gallen and do not look the other way when violations occur, but take action, even if we are not affected ourselves.

Good scientific practice

Our research is based on intellectual honesty and scientific freedom. We stand for integrity, transparency and truthfulness in our scientific work. We respect this principle in the planning and execution of research work, in the publication of research results and in scientific peer review. We are concerned with more than simply avoiding plagiarism, falsified data and unfounded authorship. We focus in particular on problematic borderline areas of good scientific work and work with you to develop a common basic understanding of good scientific practice as part of our onboarding program.

[Link: Guideline on scientific integrity](#)

Holism

Since the founding of the University of St. Gallen in 1898 (then called «Handelsakademie») our work is characterized by a holistic view of problems in our education and research. This is why we involve personalities from different areas of society and with diverse experiences and heterogeneous ways of thinking in our teaching and research. We also do this by integrating cultural studies, social sciences and humanities into our degree courses or by awarding funding specifically for collaborative projects. This way, we contribute to innovative solutions to current and future issues in business and society.

Responsibility, sustainability and commitment

Adhering to the «UN Principles for Responsible Management Education», we anchor issues of social responsibility and sustainability in teaching, research, continuing education, student and social engagement as well as in infrastructure and operations. For example, we were one of the first European business universities to establish an Institute for Business Ethics (since 1989) and an Institute for Business and Ecology (since 1992). Our students play an active and sustainable role in shaping campus life and their commitment is unique in the university landscape. Student representatives sit on all important committees, and around half of our students are involved in one of the approx. 120 clubs and initiatives. The initiative of our students is always noticeable in our campus life in clubs, activities and organizations such as the ISC. With Startup@HSG, we support the entrepreneurial spirit of our students. Ten student associations are active in responsibility and sustainability, e.g. oikos, Student Impact, Vegan Club and Youth Engagement. They enliven our campus with workshops, conferences and innovative projects. In 2018, over 130 courses considered sustainability questions, for example: «How can sustainably produced chocolate be helped to achieve a breakthrough in Switzerland?» and «Are consumers ready for a Circular economy in the clothing industry?». In our administration, we constantly optimize processes, from paper disposal to energy supply and water management.

Collaboration

We cultivate a strong culture of collegiality, mutual trust and cooperation between teaching staff, students and services (administration). We treat each other with respect and do not profile ourselves at the expense of our colleagues. Flat hierarchies, direct communication channels and personal proximity are important to us. We cultivate a constructive error culture that supports and underpins our work. We seek unbureaucratic solutions to questions and problems, either over a coffee or on the phone.

Regional anchoring

In addition to our international appeal, our strong roots in the region are a central feature of our identity. We inspire the population with a public lecture program, invite them to discover the important works of art on campus and open our library to all. We are present at regional events and are very well networked with local institutions and companies. We organize a lecture cycle for children in the autumn semester, in which we prepare and convey research content in a child-friendly way.

Language

We are located in the German-speaking part of quadrilingual Switzerland. Thus, German is our official language. English is the working and teaching language in many places. Though we handle many written administrative matters in German, we will speak English with you in everyday working life if necessary and offer you English translations for official German-language documents. As we expect you to learn German in the first few years, we will support you with tailored language courses.

The campus

The university has grown much in recent years. The Rosenberg campus is the heart of the university. Since Spring 2022, the SQUARE provides a further innovative teaching and learning environment. With the Campus Platztor, a second university site will be built, providing space for 3000 students, lecturers and staff. The following map will help you navigate the campus quickly.

[Link: Maze Map](#)

4 | Working and Conducting Research at the University of St.Gallen

4.1 | Appointment and promotion

Overarching criteria

Our academic development is shaped to a large extent by successful new appointments. For this reason, we strive to attract the best academic personality in each appointment procedure, who is keen to invest their energy and ideas in our university and develop them creatively. As each professorship fulfills a variety of tasks in research and teaching as well as in academic self-administration, we take the following criteria into account when assessing each candidate according to the RELEAD scheme:

- R: **Research**
- E: **Education**
- L: **Leadership**
- E: **External Funding**
- A: **Academic Citizenship**
- D: **Dissemination** (e.g. executive education, media appearances, expert contributions)

Appointment procedure

Permanent lecturers, full, associate or assistant professors at the University of St. Gallen undergo a competitive appointment procedure. The President is responsible for the appointment process. He or she is supported by the Faculty Affairs Team within the Vice President's Board Research and Faculty in strategic and organizational matters.

The appointment process begins with the approval of the professorship to be filled by the University Council. This is followed by the composition of an appointment committee. This determines a requirements profile and the decision criteria for the professorship. The appointment committee is made up of representatives to safeguard the interests of the University as a whole and department-specific interests:

University-wide interests	Department-specific interests
1 President or a designated deputy (for associate and full professorships)	1 head of department as chair (in the case of associate professorships, this can also be done by a deputy)
3 further members designated by the President, none of whom belong to the department issuing the call for applications and two of whom are not employed at the University (for assistant professorships: a total of 2 further members, one from another department and one from an external field of activity)	2 full professors of the department with the approval of the President (for assistant professorships: 1)
1 representative of the non-tenured faculty	1 representative of the student body
Total 5 members (In the case of assistant professorships: 3)	Total 4 members (n the case of assistant professorships: 3)

The appointment committee invites three to six candidates to give public university appointment presentations. Each candidate's presentation usually lasts around 30 minutes, followed by a question and answer session of around 10-15 minutes. After the presentations, all candidates are interviewed by the committee members. This is not open to the university public. In addition, we offer a supporting program in which the students also participate. The aim of this supporting program is for the candidates to get to know our university better.

Following the appointment presentations, the appointment committee formulates a nomination for a candidate. This is first submitted to the department (School). If the School has decided in favor of a candidate at its departmental meeting, the President and Administrative Director make the candidate the offer of the University of St. Gallen as part of an appointment interview. In this interview, transitional rules for the start are negotiated, the equipment of the professorship is discussed, the salary level is determined and a reflection period for the offer is set. Categorisation details regarding skills and achievements can be found below in the Section 4.3 (Employment matters).

In addition, a Welcome talk with a representative of the Faculty Affairs team is conducted, in which we clarify any needs with regard to family, housing and dual careers. If the decision is made in favor of our offer, the choice is made in the Senate, then in the University Council and - in the case of a full professorship - confirmed by the cantonal government of St. Gallen. After this, professors receive the confirmation of election, which replaces the employment contract, by postal mail.

Promotion procedure

With the aim of promoting academic careers, we enable promotions from assistant professorships to an associate professorship or, if applicable, from an associate professorship to a full professorship. This is subject to the condition that the financial resources are available or, in the case of a tenure track assistant professorship, have been budgeted for.

The promotion procedure for an associate or full professorship is initiated by a resolution of the departmental meeting. Promotion is based on an independent evaluation procedure, whereby the committee is convened in the same composition as in the appointment procedure. If the evaluation is positive, the election is made by the Senate and the University Council and - in the case of a full professorship - by the cantonal government of St. Gallen.

4.2 | Our services

Faculty Development

Your new role will involve a variety of tasks and responsibilities. As part of Faculty Development, we offer courses, workshops and events that are open to full, associate and assistant professors. There are also formats tailored to the career phase for permanent lecturers, postdocs and doctoral students. These are designed to support you in performing your duties to the best of your ability and in continuing your education and development. You can find an overview of the offers on the website of Faculty Development.

[Link: Faculty Development](#)

Grants Office

The team of the Grants Office provides comprehensive advice on research funding opportunities in the areas of project funding, career funding and science communication. In addition to personal advice, the team of the Grants Office supports with funding instruments of the University of St. Gallen, the Swiss National Fund (SNF), the EU and Innosuisse in the application process and in the handling of third-party funded projects. Information on funding instruments is also available on the ResearchWeb on the intranet of the University of St. Gallen.

[Link: Grants Office](#)

Research services

Are you conducting experimental research? Our [Behavioral Lab](#) offers you the infrastructure. It is equipped for experiments to research human behavior along the reality-virtuality continuum. The lab team will support you in the implementation of your study. Or are you conducting empirical and data-based research? Then we can support you with [data and method consultation](#). On our [research platform «Alexandria»](#) our researchers maintain their personal profiles, projects and publications. It is

our data repository from which research information for accreditations and rankings is extracted. For this reason, the establishment and ongoing updating of the Alexandria profiles is essential. Our university supports open access publications and open science.

Science communication

Have you achieved research results that are of interest to the general public? Or have you received a request for an interview on a topic that is currently going viral? Our communications department will be happy to support you. It coordinates media inquiries, supports media conferences, helps you formulate media releases and trains you on all media topics.

Library

Our library offers you over half a million licensed e-journals and books within the disciplines we teach. We would be happy to show you around our library, advise you on questions relating to open access and research data management or meet you over a drink at one of the regular readings by current authors. The library is open between 8am to 10pm Monday through Friday (service hours 8am to 7.30pm) and 9am to 9pm on Saturday (service hours until 4.30pm).

[Link: Library](#)

Promotion of young talent

Do you want to support your doctoral students and postdocs? Great. Likewise! The Early Career Programm provides your early career researchers with interdisciplinary skills. Through seminars, peer formats and advice, we help young researchers at doctoral, postdoctoral and assistant professorship level to find their way in the academic system and support their employability, both within and outside Academia. If you have questions about the supervision of your doctoral students, you can also contact the [PhD Office](#).

[Link: Early Career Programme](#)

In our annual Global School in Empirical Research Methods (GSERM) they can attend block courses on qualitative and quantitative research methods, make contact with world-renowned researchers and network with young researchers from all over the world during the unique framework program.

[Link: GSERM](#)

Services for your teaching

You want to prepare your teaching exceptionally well? The earlier you consider the topic before beginning your professorship, the better. Our university offers lecturers not only freedom of research, but also freedom of teaching. The according Dean's Offices of the Schools as well as the [Vice President's Board Studies and Academic Affairs](#) are happy to support with administrative and content aspects of teaching design, especially at the beginning of your time at HSG. The Vice President's Board and its director is your point of contact regarding questions on exam implementation and possible grade changes. Overall, the aforementioned Vice President's Board is responsible for the strategic development of teaching and the entire organization and operation of studies. It is also home to the [«Teaching Innovation Lab»](#) which aims to develop innovative and academically demanding teaching formats with you, the faculty. If you would like to design, produce or share digital teaching contents and tools, the team is glad to assist.

By means of service orientation and the bundling of various professional expertise, the [Center for Curriculum and Teaching Development \(CAT\)](#) is committed to future-oriented and strategic programme and teaching development. To achieve this, the CAT identifies development potential in teaching/studies as well as networks services and stakeholders. It offers teaching consultancy, programme development and teaching innovation. Your teaching ideas are also welcomed at the Learning Center

SQUARE. A further part of the Vice President's Board is the «Writing Lab» that advises and supports your students in academic writing.

In developing your teaching skills, our Didactic Center ([Hochschuldidaktisches Zentrum](#), HDZ) is at your service. Here, business pedagogues offer you individual advice, coaching and job shadowing on all aspects of teaching and learning as well as various further training formats relating to teaching.

General counsel (Generalsekretariat, GS)

The [general counsel](#) serves as central point of contact for legal questions at the University of St. Gallen (HSG). It offers comprehensive advice, especially when it comes to initiating and structuring research collaborations with external research institutions or practice partners. It supports you not only with customized sample contracts and detailed checklists, but also with individual consultations, which are available by appointment. In addition, it coordinates the management of university committees - such as the University Council, the Senate and the Senate Committee - and acts as a link to the cantonal authorities. It is also responsible for central areas such as compliance, data protection, archiving and records management.

HR

HR supports university employees in all personnel and social insurance aspects. It supports the administrative areas and institutes regarding personnel questions and advises them on personnel recruiting, development, support and related topics, and is active in the case of harm to personal integrity. HR offers employees a wide range of skill development opportunities in the HSGAcademy.

[Link: Working at HSG](#)

IT and research infrastructure

Whether setting up your workstation, finding network solutions or using licensed software - our IT professionals will support you. They can provide you with advice and assistance on issues relating to the use of IT infrastructure (in-house or in the cloud), the design of laboratories, procurement issues in connection with public procurement law with regard to IT infrastructure and more. The department also deals security, user regulations and awareness campaigns.

[Link: IT-Services](#)

Finances and Real Estate

Are you in the process of setting up your department and wish to make major purchases? Then you will be dealing with public procurement, as we are subject to it as a cantonal institution. Public procurement sets out the principles according to which the public sector covers its requirements for goods and services through third parties. You can find out how to proceed in detail from our finance department. When it comes to procuring IT equipment or software, the Finance department works closely with the IT department. The Real Estate department covers real estate management, facility management, mobility management and personal and building security. Our real estate specialists can advise you on support for events and lectures, examinations and larger events. They also provide teaching and office space, including furnishings and equipment for work and research.

Sport

As an employee of the University of St. Gallen, you can freely use our entire range of sports activities. From aikido via paragliding and sailing to yoga, here you can find your sportive counter-balance to daily working life. Moreover, we also offer guided tours (for example skiing, snow-shoe or cross-country skiing tours), surfing camps, hikes and active days for the whole family. Please contact us for personalised advice or if you are planning a team event [via e-mail](#).

[Link: Unisport](#)

4.3 | Employment matters

As a professor, you receive the report of your appointment by the Board of Governors from the General Counsel, including the working conditions and general conditions that were negotiated with the President. You will observe trust-based working hours (in other words, your actual working hours are not registered), and you have the right to the following holiday time:

Age	Vacation days
21 to 49	23 days
50 to 59	28 days
60+	30 days

As members of the academic personnel, you are classified on level F of the pay scale according to the system of academic salaries. Full professors are on level F1, associate professors on level F1a, and assistant professors as well as senior lecturers on level F2. Research associates with a Ph.D. are on levels F8 or F9, academic assistants with a Master's degree on level F4 or, with a Bachelor's degree, on F6. If full and associate professors, as well as assistant professors, fulfil a leadership function at an institute, they additionally receive 25 percent of their basic salary, according to the level of classification, for this leadership function.

The classification level of full and associate professors is based on the completion of a Habilitation or the establishment of qualifications judged equivalent, as well as on any additional academic achievements. The classification level of assistant professors is based on the completion of their Ph.D. and on any additional academic achievements.

We pay your salary on the 25th day of every month. We only send a salary statement by post if the net amount has changed by comparison to the previous month. A thirteenth month's salary is also paid out, half in the month of June and half in December. Since we comprehensively take care of your social security, the following legally established salary deductions arise:

<i>Old age and survivors' insurance AHV⁴ / IV⁵ / EO⁶</i>	5.300 %
<i>Unemployment insurance ALV,⁷ up to max. CHF 148'200.–</i>	1.10 %
<i>Accident insurance (non-employment related) NBU</i>	0.7 %
<i>Occupational pension BV (age dependent⁸, sgpk)</i>	max. 14.96 %

Status as of January 1, 2023

Old-age and Survivors' Insurance (AHV)

In Switzerland, the [AHV](#) represents the 1st pillar, the so-called obligatory state old age insurance. The AHV and IV provide benefits for retirement age, disability and death and ensure basic need coverage in old age. It is compulsory for all persons resident or employed in Switzerland.

The AHV contributions also include contributions to disability insurance (IV)/loss of earnings compensation (EO), which regulates compensation for loss of earnings during civil and military service, civil defense, maternity and paternity. The entire sum of income you obtain during your employment at the University of St.Gallen is insured, including the additional quarter for leading an institute. The amount of salary deductions for AHV/IV and EO is determined from the monthly gross salary subject to AHV and deducted directly from your salary by us as your employer. We make the same contributions as you as an employee, namely 5,300 % of your gross salary. Further information on AHV is provided in section 5.6 ("Pension system").

⁴ [Information on AHV](#)

⁵ [Information on IV](#)

⁶ [Information on EO](#)

⁷ [Information on ALV](#)

⁸ [Information on PK](#)

Pension fund (PK) / Occupational pension (BV)

The 2nd pillar consists of the [pension fund \(PK\) or occupational pension \(BV\)](#). The contributions to the pension fund depend on your income, your saving plan at the pension fund St. Galler Pensionskasse (sgpk) and your age. You can calculate the amount of your expected old-age pension using the calculation tool of the sgpk.

Accident insurance

We insure you against employment- and non-employment-related accidents (Betriebs- und Nichtbetriebsunfälle, BU and NBU) at AXA Winterthur. We pay the premiums for occupational accidents and illnesses. You only pay the premiums for non-occupational accident insurance amounting to 0.7% of your gross salary. The insurance covers the AHV gross annual salary up to a maximum of CHF 300,000, and all medical, drug and hospital costs incurred in connection with the accident are covered in the private ward.

Illness daily allowance insurance

This insurance covers loss of earnings in the event of illness and is paid for by us.

Continued payment of wages in the event of illness and accident

The [continued payment of the salary during illness](#) is granted for 24 months minus the illness-related absences over the past three years. It amounts to 100% of the salary during the first 12 months and 80% thereafter. If the incapacity to work is due to an accident, the salary is paid in full for 12 months and for a further 12 months at 80% of the original salary, but no longer than until the end of the employment relationship.

Child-related matters

Parental leave

In Switzerland, unlike in other European countries, there is (currently) no longer parental leave and no extended paternity leave. In addition to the statutory minimum regulations, we grant our employees fully paid maternity leave of 16 weeks after giving birth. Mothers are not allowed to work for 8 weeks after giving birth. Since 01.01.2021, paternity leave has been regulated by the paternity allowance (VSE). Working fathers receive 10 days off work, which they must take within 6 months of the birth. The 10 working days can be taken in one go or spread over individual days. The maximum compensation per working day is CHF 196. Fathers also have the option of taking all or half of their 13th month's salary as paid leave within one year of the birth of their child.

Family allowance

In addition, you have a legal right to family allowances (CHF 230 per child up to the age of 16; CHF 280 for children from the age of 16 to 25 who are in education or training and live in the canton of St. Gallen) and to a one-off childbirth allowance (CHF 1,360 maximum, depending on the extent of employment). If you live in another canton, the canton-specific approach applies.

4.4 | Your first working days at the University of St.Gallen

We will be very glad to welcome you to the University of St. Gallen personally. Full and associate professors are greeted on their first working day by the President or by one of the vice presidents. Assistant professors, as a rule, are greeted on their first working day by the dean of the school concerned as well as by the School managers. The personnel managers in your specific unit are also looking forward to getting to know you; they will give you the keys to your office and to the HSG premises. For your initial period at the University of St. Gallen, a mentor will be assigned to you who will provide you with advice and practical assistance which is meant to facilitate your integration. Furthermore, in the first month of your employment, the Faculty Affairs team will organise further appointments with important offices at the University of St.Gallen, for example the Communications department, the General Counsel, and the administration and deans of the vice presidents' boards.

In due course you will be invited by the Vice President's Board Research and Faculty to an induction programme for newly appointed professors. In a group specific to your level, you will spend one or two half-days with the President, the vice presidents and the directors, who will inform you about our culture of leadership and co-operation, the strategy of the University, and our guidelines on academic integrity and the fundamentals of teaching and research, amongst other things.

As a newly appointed full or associate professor, you will present yourself to your colleagues in a public inaugural lecture. This, as a rule, takes place in your first year after taking office.

The beginning of your teaching activities is organised individually and depends on the planning process of the specific school. The Vice President's Board Studies and Academic Affairs and the school managers will support you in the planning of your teaching. Generally, the academic year is divided into two semesters, an autumn semester and a spring semester. Teaching in the autumn semester begins in September and ends in December; teaching in the spring semester begins in February and ends in May.

Do you still have unanswered questions concerning the organisation of teaching? The [Vice President's Board](#) Studies and Academic Affairs will be glad to help you. Moreover, the Faculty Affairs team will also gladly assist you in answering questions during this initial period of your employment. You are welcome to contact us via [e-mail](#) and we will do our best to help you.

4.5 | Relocation

The housing market in St. Gallen and its surroundings is relatively relaxed, compared with regions such as Zurich and Geneva. Our [Welcome Center](#) supports you with your relocation and all related aspects. We can assist you in searching for suitable places to live; we can accompany you, if you like, to viewing appointments; and we can help to organise the removal of your household goods for you. Furthermore, we can offer two furnished guest apartments with one or two bedrooms for a temporary rental. If you are entering Switzerland from outside the country, your housing situation should be settled before arrival if possible. Among other websites, you can find relevant offers at [Comparis](#), [Homegate](#), [Immoscout24](#) and [Immowelt](#). Furnished apartments can be found at [Airbnb St. Gallen](#) and [Mühlensteg](#).

According to the agreement in the appointment talk with the President, we will contribute to your relocation costs, and can also gladly commission a relocation service upon agreement.

We would be very pleased if you choose a place of residence in Eastern Switzerland. Please note in this context that your choice of municipality has an influence on the amount you will pay in income tax (see the section on taxes below at 5.4). The town of St. Gallen offers you a wide range of cultural offerings as well as structures that are family-friendly. You can find more information in the sections on St. Gallen below, and you can also consult our Welcome center.

If you are moving to Switzerland from outside the country, you will find further information on the [website of the Federal Customs Administration](#). Basically, when moving here from outside the country, it is the case that household effects for the personal use of those moving to Switzerland are exempt from duty. An application for exemption from import duties has to be made, to which a detailed inventory is attached. For the relocation, you also need your employment contract (that is, for professors, the confirmation of your election) and a rental contract or a proof of accommodation. As citizens of a foreign country, you and your immediate family members need valid travel documents recognised by Switzerland and with a validity lasting at least six months. If you do not belong to an EU or EFTA state, moreover, you need a confirmation of the receipt of Swiss residence permits before your arrival. Your formal relocation can be carried out at the respective border crossings during their opening hours. Please note that you must already declare any subsequent later shipments of belongings when you cross the border with your belongings for the first time.

4.6 | Dual career services

We are committed to dual careers for our professors and their partners and want to create good conditions for dual career couples. To this end, we offer individual support, career advice for the academic and non-academic sector in Switzerland, and the placement of selected personnel consultancies and coaching. Partners also have access to the (internal) job market of the University of St.Gallen. We support the placement in advertised positions, whereby the position sought must not be in any direct subordinate or superordinate relationship to the position of the person who first received the offer from the university ("first hire"). If your partner is pursuing an academic career, our services can be used, for example participation in the Early Career Programm or a consultation at the Grants Office. We are also a member of various dual-career networks, which means that partners can attend the events of the [International Dual Career Network \(IDCN\)](#) without cost. The Welcome Center will be happy to assist you with this topic.

4.7 | Promoting impact-oriented top research

The university's research mission is impact-oriented top research. By combining research excellence and practical relevance, our researchers make a contribution to pressing social and entrepreneurial issues. This research aims to gain insights into scientific problems that are derived from societal issues, presented and published in a methodologically rigorous manner in high-level formats. This can take place within the framework of competitive third-party funded projects and enables innovations that create added value for society and companies.

Enabling top reesearch

The Vice President's Board Research & Faculty and the University Research Committee contribute to putting the financing of basic research at the University on a broad and solid foundation with their research funding measures. The aim is to strengthen the research culture at the university.

Funding instruments of the Research Committee

For fundamental research, the [Research Committee](#) offers several funding options. The basic research fund (Grundlagenforschungsfonds, GFF) is the most important funding instrument, and comprises four funding lines:

- (a) With the «GFF-project funding» individual or cooperative projects with can be supported with max. CHF 100'000 per applying person.
- (b) The «GFF-initial funding» supports university researchers in preparing a proposal for a major basic research project to be submitted to a national or international research funding organization (e.g. SNF, EU research program).
- (c) «SNF-success funding»: If a basic research project is funded by the SNF (Category «Projects» or «Programmes»), the applicant receives a success fee from the GFF fund, which can be used for research purposes.
- (d) With the «International Postdoctoral Fellowships» (IPF), the GFF supports young researchers in the development of their postdoctoral research for up to three years. The project serves to develop a research profile that is highly likely to lead to an appointment to a full professorship.

Promotion of academic exchange

The Research Committee uses the Research Talks Fund to support scientific meetings and conferences held at the university. This enables a professional exchange between internal and external researchers in the field of basic research. Research talks are supported with up to max. CHF 15'000.

In addition, the University contributes to the costs incurred by members of the University in attending external scientific meetings, workshops and conferences. Conference expenses can be reimbursed up to the following maximum amount per budget year: Full professorship: 5'000 CHF; Associate professorship: 5'000 CHF; Permanent lecturer and assistant professorship: 2'500 CHF.

Financial support for academic publications

The publication fund can be used to finance the publication of scientific papers. The Research Committee supports the (partial) funding of production costs (incl. open access) for the first publication of research results. The maximum amount of support is CHF 10'000 or max. CHF 3'000 for Open Access publications (De minimis limit CHF 1'000).

Mobility stipends Mobi.Doc

With the mobility stipend (Mobi.Doc) for PhD students, the Research Committee supports young researchers to strengthen their academic profile abroad. The scholarships are generally awarded for 9-12 months and include a contribution towards living expenses, a lump sum for travel expenses and a possible contribution towards research and conference costs. Mobi.Doc replaces earlier Doc.Mobility-SNF stipends from January 1st, 2021.

Prizes and rewards

Excellent achievements in impact-oriented top research are also honored with prizes and rewards. On the Dies Academicus, the yearly «Latsis Prize of the HSG» is given to a junior researcher of the University of St.Gallen. The Latsis prize is mainly directed towards work or bodies of work of researchers who have continued research after their PhD. The renowned prize is endowed with CHF 25'000. On the Dies Academicus, the «Impact Award» is given to three research projects with excellent societal impact. It acknowledges research with a clear effect in practice. The university honors HSG researchers whose work is published in one of the journals of the «Financial Times Ranking List» (FT50) with the «FT50 Success Fee». The fee is available for the research budget of the eligible researchers.

[Link: Prizes and rewards](#)

Support for Open Access

Open access refers to free access to scientific publications via the Internet and enables the rapid and worldwide dissemination of scientific findings. It also increases the visibility and citation frequency of publications. In 2017 and 2018, swissuniversities and SNF adopted a national open access strategy and a corresponding action plan with the aim that "all publicly funded scientific publications must be freely accessible on the internet" by 2024.

Would you also like to make the results of your research more visible? We support you with various options for making your publications openly accessible. Financial and institutional forms of support as well as various tools are available for this purpose. In addition to the mentioned financial support for open access publications through the Research Committee's Publication Fund, book publications can also be partially supported by open access contributions from the SNF. HSG researchers have recently been able to benefit in particular from so-called publication discounts. Several renowned publishers grant extensive discounts for articles published by members of the university as "corresponding author" (e.g. Elsevier, Springer, Wiley).

The research platform Alexandria, run by the Vice President's Board Forschung & Faculty, is the institutional repository and allows implementing the Open Access Policy, committed to by the university in 2007. All publications, projects and personal profiles listed in Alexandria can directly be entered by HSG researchers, are freely available worldwide and can be found by various search engines (Google Scholar, BASE, Unpaywall).

[Link: Open Access](#)

5 | Arriving from outside Switzerland

5.1 | Your first steps after arrival

Great that you're here! As Switzerland is federally oriented, you can take care of many matters locally and immediately in your municipality of residence – in a personal way, and from a single source.

Registration

As soon as you have arrived, you have fourteen days' time in which to be registered at your municipality of residence. For this registration you need a valid passport or a valid identity card or proof of personal identity for yourself and for your immediate family members, the application for residence A1 that you will receive from us (if relocating to the cantons of St. Gallen, Thurgau, Appenzell Innerrhoden or Appenzell Ausserrhoden), an up-to-date passport photo, a rental contract, and the employment contract (for Postdocs and other employees) or the confirmation of your election as professor that takes the place of an employment contract. For your family reunification, moreover, you must fill out the "Application Form for Family Reunification (Form A2)" (if relocating to the cantons of St. Gallen, Thurgau, Appenzell Innerrhoden or Appenzell Ausserrhoden). You also register your school-age children in the relevant school community.

Health insurance

Having health insurance in Switzerland is obligatory. According to your needs, you can also take out various supplementary forms of insurance. You can freely choose your health insurance company for the basic and the supplementary forms of insurance. You should take care of registration within the first three months. When registration occurs later, one does not only have to pay the fees for the months since the relocation, but also an additional fee for the time that passed. For this past, originally not insured time, it is not possible to issue any claims with the health insurer, even after the fees have been paid. The comparison portal [Comparis](#) can assist you in the choice of your health insurance. As a member of the university, we offer you discounted rates for the supplementary forms of insurance with the SWICA health insurance fund. Whatever premiums are due will be invoiced from the month in which you arrive by the health insurance fund for which you have decided.

Bank account

In order to open a bank account, you need a valid passport or a valid identity card or proof of personal identity, a Swiss confirmation of your residence or a Swiss residence permit or settlement permit, and your appointment report as professor that counts as an employment contract. Citizens of non-EU/EFTA countries also need further documents that you should enquire about at the bank in question. You can go to the bank of your choice and open an account during their given opening hours or online. If you are a citizen of the United States of America and starting a professorship, please contact our [Welcome Center](#), which will assist with the opening of an account.

Driving license

If you possess a driving license, then you should exchange it within twelve months after your arrival for a Swiss driving license at the motor vehicle control office of your canton of residence. You can find further information on the webpage of the motor vehicle control office of your canton of residence.

5.2 | Residence and work permits

As soon as your election is confirmed by the corresponding bodies or your employment contract has been issued, we will request the necessary residence permit for you. For this purpose, our HR department will ask you for the necessary personal data in due time.

As a professor with a full, associate or assistant professorship, as a rule, you will receive the Swiss C-category settlement permit based on your appointment.⁹ This is valid for citizens of the EU/EFTA as

⁹ [AIG 3.5.3.1](#)

well as for citizens belonging to other states. Your spouse as well as your children up to the age of 12 will also receive this residence status. If your children are older than 12 but still younger than 18, they will receive a Swiss B-category residence permit on their arrival. The C-category permit is not tied to any particular purpose of residence and is valid without restrictions, though there is a five-year monitoring period.

Postdocs, senior lecturers and other employees usually receive a B-category residence permit. This residence permit is tied to a specific purpose of residence, for example family reunification, studying or professional activity, and is valid for a period of five years. When this period has elapsed, you can apply for an extension of a further five years or for a C-category permit.¹⁰ As a rule, you will be invited to extend your permit by the municipality in which you live with the corresponding form, before the deadline runs out. Since the B-category residence status is bound to a specific purpose, a proof of professional activity or of ongoing studies will be required for this application. In the case of students or Ph.D. students of states not members of the EU/EFTA, their residence permits end six months after the completion of their studies at the latest and do not last any longer than eight years.¹¹

If you retain your primary residence across the border in a neighbouring country, and as a rule commute between your place of residence and your Swiss workplace daily, you will receive a G permit. This permit is valid for a period of five years and can be renewed when it expires. Cross-border commuters are subject to withheld source tax in Switzerland. As of 1 January 2021, a revision of the tax laws (on federal and cantonal levels) enabled the retrospective normal tax assessment of cross-border commuters in Switzerland, starting with the tax year 2021. This must be examined case-by-case.

Citizens of states that are not members of the EU/EFTA are, as a rule, only granted residence permits if they are carrying out a professional activity as managers, specialists, experts or in similar positions, or if they are staying in Switzerland for purposes of study.¹² In this context, it is a question of complying with the agreed limitations on immigration. If your civil partner is affected by these limitations, the Welcome Center will assist you with the support of specialists in the law on foreign residents.

5.3 | Family reunification

The relocation of your whole family to Switzerland is fairly straightforward, as long as you are married to your partner or your partner is a citizen of the EU/EFTA. Persons with a right to C-category settlement have a legal entitlement to family reunification. Persons with B-category residence may be granted family reunification by the cantonal migration authorities under certain conditions. In order to make a request for family reunification, you have to submit form A2, "Application for Family Reunification"¹³.

Persons from an EU/EFTA member state may be joined by children and grandchildren under the age of 21, parents, grandparents and family members who are not nationals of an EU/EFTA member state, provided that their maintenance is covered. The applicant must have their own home and sufficient financial resources.¹⁴ Regardless of their nationality, family members who have entered Switzerland as part of family reunification have the right to pursue gainful employment in Switzerland without restriction, provided they are not relatives in the ascending line who have entered the country as part of family reunification.¹⁵

Persons from third countries and without a C permanent residence permit may be joined by their spouses and unmarried children under the age of 18. To do so, they must prove that they have a suitable home that is to be shared. In addition, proof must be provided that sufficient income is available for the whole family.¹⁶ In an integration agreement with the Migration Office, it is agreed that

¹⁰ Permit C can be applied for after five or ten years, see [AIG 3.5.2.1](#)

¹¹ Official guidelines for [Doctoral Students](#) (Nationality outside EU/EFTA)

¹² Official guidelines for [employeesgehörige von Staaten ausserhalb der EU/EFTA](#), Migrationsamt Kanton St. Gallen

¹³ [Gesuch Familiennachzug, Formular A2](#)

¹⁴ [Merkblatt Familiennachzug \(EU-28/EFTA\)](#), Migrationsamt Kanton St. Gallen

¹⁵ [Familiennachzug, Staatssekretariat für Migration SEM](#)

¹⁶ [Merkblatt Familiennachzug](#) (Angehörige von Staaten ausserhalb der EU /EFTA), Migrationsamt Kanton St. Gallen

the residence permit will be issued on the condition that the German language is learned up to level A2 according to the Common European Framework of Reference for Languages.¹⁷

Life partners of persons living in Switzerland can apply for their own residence permit if they are nationals of EU/EFTA member states. Persons from third countries who follow their partners to Switzerland will receive their own residence permit if they are employed as managers, specialists or in other qualified positions, or are starting a course of study. In this case, please contact the Welcome Center, which will provide you with support from specialists in immigration law.

5.4 | Income and wealth tax

Income and wealth tax

In Switzerland, persons who belong to the following group of people are assessed classically:

- Swiss nationals
- Professors with residence permit C
- Lecturers with a B residence permit and an annual gross income of more than CHF 120'000 (Attention - nevertheless subject to source tax, this is described in the section below)
- Persons who voluntarily register for a subsequent ordinary assessment (Attention - nevertheless subject to source tax, this is described in the section below)

If you are resident in Switzerland or spend at least 30 consecutive days in Switzerland for business purposes, your income and assets are taxed. The federal structure of the country also characterizes the Swiss tax system. This means that the tax burden varies depending on the place of residence due to the tax laws of the individual cantons and the tax rates of the municipalities.

You are obliged to submit an annual tax return within a certain period of time. Your annual tax amount is determined on the basis of the tax return. You are responsible for paying the provisional and final tax bill on time. The cantons provide a tax calculator on their websites. The tax office in your commune of residence can help you with detailed questions.

Income tax is generally assessed on the total of all income. The subject of wealth tax is the net assets from the difference between assets and liabilities.

Source tax

- Persons with a B residence permit and an annual gross income of less than CHF 120'000
- Lecturers with a B residence permit and an annual gross income of more than CHF 120'000 (Attention - nevertheless subject to source tax)
- Persons who voluntarily register for a retrospective ordinary assessment (Attention - nevertheless subject to source tax)
- Residence abroad

If you belong to one of the above groups of persons and reside in Switzerland, you are subject to source tax. If your place of residence is abroad, you are also subject to source tax. This is calculated on the basis of your income, deducted directly from your salary and transferred to the tax authorities. The tax rates vary from canton to canton and can be found on the websites of the tax offices.

If you have a permanent residence permit B and annual gross income of more than CHF 120,000 or have voluntarily registered for subsequent ordinary assessment, you are still subject to withholding tax. The salary deduction will also be made for you and transferred to the tax office. The amounts already transferred will be credited to you as an advance payment as soon as the ordinary tax assessment is available. Do you require further information on the subject? Please contact HR, consult with the [tax office St.Gallen](#) or find more information on the tax system at [ch.ch](#).

¹⁷ [Merkblatt Integrationsvereinbarung für Personen im Familiennachzug](#), Migrationsamt Kanton St. Gallen

5.5 | Insurance

Health insurance

As already mentioned, every person who lives or works in Switzerland must take out insurance with a licensed health insurance company. Insurance for the Swiss healthcare system consists of compulsory basic insurance and supplementary insurance.

The benefits of compulsory basic insurance are regulated by law and are the same for all insurers. However, the amount of the premiums for compulsory basic insurance varies. You are free to choose your health insurance company, as the health insurance companies are obliged to admit every person to the compulsory basic insurance. Basic insurance only covers benefits provided in the insured person's canton of residence, unless the benefits have to be provided outside the canton for compelling medical reasons or in an emergency. We recommend that you take out additional insurance that also covers treatment costs outside the cantonal boundaries. We also recommend that you take out additional insurance if you travel regularly, especially if you are traveling to the USA. Basic insurance only covers treatment costs for illnesses abroad up to twice the amount that would be reimbursed if the treatment took place in Switzerland.

You can tailor optional supplementary insurance to your personal needs. For example, you can take out supplementary insurance for hospital stays, alternative medicine, non-compulsory medication or psychotherapy. Insurance benefits for dental treatment are also not included in the compulsory basic insurance and can be insured additionally. It is important to know that health insurers may reject applications for supplementary insurance based on age, medical history or other criteria. The amount of the monthly health insurance contributions (premiums) depends on your place of residence, gender, age and the chosen amount of the annual deductible ("franchise"), which you can choose freely for adults in the range between CHF 300 and CHF 2,500. Children have no deductible. If the deductible is exhausted, the health insurance will cover the remaining costs. In turn, you must pay a further 10 percent of these costs as a deductible (up to a maximum of CHF 700). You can compare the premium amounts of the various providers on the [Comparis](#) website.

Accident insurance

You have already seen that we insure you fully against occupational and non-occupational accidents in Switzerland and abroad. You must take out accident insurance with a health insurance company for your family members who are not gainfully employed. In this case, the "deductible" rule also applies. If your family members work more than eight hours a week, their employer must insure them against occupational and non-occupational accidents.

Personal liability insurance

Personal liability insurance is not mandatory, but it is highly recommended. If you rent an apartment, many landlords require you to take out personal liability insurance as it covers rental damage. However, it also covers property damage, medical expenses, compensation for pain and suffering, compensation for loss of earnings or even a disability or survivor's pension in the event of a claim. You can compare the offers of personal liability insurance providers on the [Comparis](#) website.

5.6 | Pension system

Switzerland has an effective and solid social insurance network. This is based on the three-pillar principle.

The first pillar consists of old-age and survivors' insurance (AHV), disability insurance (IV) and supplementary benefits (EL). The purpose of OASI/DI/EL is to ensure that people have enough to live on in old age, in the event of disability and in the event of death. OASI and DI are compulsory for people living or working in Switzerland. Contributions are deducted directly from wages.

The second pillar of the pension system is occupational benefits insurance (BVG). This supplements the AHV/IV and is intended to guarantee a pension income of at least 60 percent of the last salary. In the event of death, benefits for minor children and widow's pensions are paid. In the event of disability, the BVG provides financial assistance. All employees who are insured with the AHV and earn a fixed minimum income are obliged to pay contributions. Being employed at the University of St.Gallen, we automatically register you at the St. Galler Pensionskasse an, which is responsible for our organisation.

The third component of the Swiss pension system is private pension provision. Private pension provision is divided into pillars 3a and 3b. A maximum annual amount can be paid into pillar 3a, which can be deducted from your tax bill (max. CHF 6,883 as of 2022). To do this, you can open a pillar 3a pension account with a bank or insurance company of your choice. No wealth tax has to be paid on the pension assets, and the interest and capital gains generated are exempt from income and withholding tax. The assets in the pension account 3a may be withdrawn before retirement age under certain conditions. This early withdrawal of assets is only possible in the event of the purchase and construction of owner-occupied residential property, a permanent departure from Switzerland, the commencement of self-employment or a change from self-employment to another form of self-employment. Furthermore, a withdrawal is possible in the event of total disability. No special rules apply to pillar 3b. Pillar 3b includes saved assets and life insurance policies. Do you need more information on individual pension provision? Please visit the ch.ch website or ask the Welcome Center, which will organize expert advice for you.

5.7 | Swiss education system

In Switzerland, the school and education system is the responsibility of the cantons. There are therefore differences from canton to canton - within the framework of binding key points throughout Switzerland. Compulsory education begins with enrolment in kindergarten at the age of four. Kindergarten is part of primary school, which lasts a total of eight years. After two years of kindergarten and six years of primary school, pupils move on to lower secondary level, which prepares them for vocational training or attending a secondary school. Lower secondary level, also known as upper secondary level, is integrated in some cantons and municipalities, while in other cantons it is structured according to performance criteria (secondary school, intermediate school).

After the three-year lower secondary level, students move on to upper secondary level. The upper secondary level can be divided into general education and vocational training courses (dual education system). Matura schools and technical secondary schools are general education courses. Upon graduation, graduates qualify to study at a university, teacher training college or university of applied sciences (tertiary level). In vocational training courses, young people learn a service-related, manual or industrial/commercial trade. The majority of these are completed in training companies with supplementary school lessons. Vocational training courses generally last three to four years and culminate in a diploma or federal certificate of proficiency.

The tertiary level includes higher vocational education and training, universities of applied sciences, universities of teacher education, cantonal universities and federal institutes of technology (ETH). In Switzerland, there are ten cantonal universities where teaching at Bachelor level is generally either in German (Basel, Bern, Zurich, Lucerne, St. Gallen), French (Geneva, Lausanne, Neuchâtel), Italian (Lugano) or bilingual (German and French in Fribourg). Swiss Federal Institutes of Technology (ETH) are located in Lausanne (French) and Zurich (German). English is increasingly becoming the language of instruction at Swiss universities. The universities of applied sciences are linked to specific fields of activity. As practice-oriented educational institutions at university level, they form a bridge between the university and higher vocational education and training. Switzerland has seven public universities of applied sciences. These comprise 14 subject areas, which can be grouped into three overarching fields of study: "Technology, Business and Design", "Health, Social Work and Art" and "Sport and Other". The courses offered by the public universities of applied sciences are supplemented by private providers. You can find more information on topic at the umbrella organization [Swiss universities](#).

Vocational training is highly valued in Switzerland. Switzerland's dual education system, which allows training to be closely aligned with the needs of the labor market, is considered unique. Together with the courses offered by universities, the practical vocational training sector trains qualified specialists and managers for the various needs of the economy. Switzerland's public school system is of a high standard and enables students to develop in many directions. Switzerland is one of the few OECD countries in which students in public schools outperform those in private schools. Private schools exist in Switzerland and are generally characterized by a low level of heterogeneity among the student body. More information on the schools of the canton St. Gallen can be found in the section on schools (6.4). For more information, visit the website of the [Swiss Media Institute for Education and Culture](#). The [following depiction](#) provides an overview of the structure of the Swiss education system.

5.8 | Checklist

The following checklist contains the most important steps you need to take before and immediately after entering Switzerland:

Before entering Switzerland

- Visa Employees from non-EU/EFTA countries require a visa to enter Switzerland. You apply for your visa at the Swiss representation in your country of residence. We recommend that you contact the Swiss representation before you collect your visa to ensure that you have all the necessary documents. Citizens from Andorra, Brunei, Japan, Malaysia, New Zealand, San Marino, Singapore and Vatican City only require an assurance of a residence permit to enter Switzerland. Please note that you may only enter Switzerland once you have received a visa or confirmation of your residence permit.
- Apartment It is much easier to look for accommodation when you are on site. Nevertheless, we recommend that you look around on relevant portals such as [homegate.ch](#) beforehand.

Upon arrival in Switzerland

- Registration Within 14 days of entering Switzerland, register yourself and, if applicable, your family with the municipality responsible for you. You will receive your foreigner's identity card by post from the municipality. Please send a scan of your foreigner's identity card as soon as you receive it.
- Bank account To open a bank account, you need a foreigner's identity card. Once you have this, you can open an account at a bank of your choice.
- Health insurance You must take out health insurance no later than three months after entering the country.
- Driving license You must exchange your driver's license for a Swiss driver's license at the road traffic office in your place of residence within one year.
- School If you have school-age children, register them at the school of your choice.

6 | Researching and living in Switzerland and in St.Gallen

6.1 | Research in Switzerland

Facts and figures

Switzerland is an international leader in research and innovation. In an international comparison, it is one of the countries that spends the most on research and development in relation to its GDP.¹⁸ The majority of expenditure on research and development is financed and carried out by private companies. Swiss science has above-average research productivity: between 2014 and 2018, 1.1% of all articles published worldwide came from Swiss scientists. Converted to the number of inhabitants, this makes Switzerland the world leader. These publications enjoy a high level of international recognition: in terms of the frequency with which a publication is cited (impact factor), Swiss publications are in third place worldwide, behind the Netherlands and the UK and ahead of the United States. In the university rankings, the two large technical universities (ETH, EPFL) in particular are very well placed in rankings, as are the cantonal universities, such as HSG. The proportion of foreign students is at about a quarter, at PhD level, it is over 50%. This puts Switzerland in first place among OECD countries in terms of the internationality of its student population. Around 40% of researchers at Swiss universities hold a foreign passport.

Funding and implementing research

Private companies finance around two thirds of expenditure on research and development. The state - the federal government and the cantons - contributes around a quarter of R&D expenditure. 10% of the funds come from abroad, in particular from the EU.

The private sector is heavily involved in the realization of research and development, with a few research-intensive large corporations in the pharmaceutical and biotechnology industries dominating. Around a quarter of research and innovation is carried out in the higher education sector, including basic research mainly at the Federal Institutes of Technology (ETH Domain) and the ten cantonal universities. Application-oriented research and development is carried out at the universities of applied sciences. Universities are the primary locations for publicly funded research and development in Switzerland.

Publicly funded research and innovation in Switzerland is a collaboration between the federal government and the cantons, whereby the respective responsibilities and topics are intertwined. The federal government is primarily responsible for public R&I funding. The State Secretariat for Education, Research and Innovation (SERI), the Department of Economic Affairs, Education and Research (EAER), the State Secretariat for Economic Affairs (SECO) and the Board of the Swiss Federal Institutes of Technology (ETH Board) are active at federal level. The ten universities, eight universities of applied sciences and 17 universities of teacher education in Switzerland are responsible at cantonal level, whereby they enjoy a high degree of autonomy and organize themselves.

The Swiss University Conference (SHK) is responsible for coordinating higher education policy work at federal and cantonal level as the supreme higher education policy body. Another important actor in the science policy system is the Swiss University Presidents' Conference "swissuniversities", which promotes cooperation between universities, especially between the different types of higher education institutions. Sources of funding and places where research is carried out are [conveyed here](#) (Federal Statistical Office 2023, German only).

¹⁸ <https://www.sbf.admin.ch/sbf/de/home/forschung-und-innovation/forschung-und-innovation-in-der-schweiz/f-und-i-bericht.html>

Public research and innovation funding

The federal government primarily promotes research and innovation via two national funding bodies: the [Swiss National Science Fund \(SNF/SNSF\)](#) and [Innosuisse](#). The SNSF is the most important Swiss institution for the promotion of scientific research. It focuses on independent basic research projects that must meet the highest internationally recognized quality criteria. However, it also promotes application-oriented basic research through special programs of national funding priorities, particularly for social challenges of national importance. The SNSF pays particular attention to the promotion of young scientists. Innosuisse is the federal funding agency for science-based innovation. It focuses on application orientation. The aim of Innosuisse is to promote the development and market launch of products and services. Innosuisse's close partners are private-sector companies, in particular small and medium-sized enterprises (SMEs), which then actually bring the products to market.

One principle of public research and innovation funding in Switzerland is the bottom-up principle: individual research teams or companies take the initiative for R&I activities and apply for project funding from the SNSF or Innosuisse. Both funding institutions award their funds in a competitive process and assess them according to excellence. In an international comparison, Switzerland is cautious with regard to the top-down specification of funding topics and program funding.

Cantons play an important role in funding by financing the cantonal universities and universities of applied sciences. Cantons that do not operate universities themselves contribute compensation payments to the university cantons. In the area of research, funding is provided primarily through the financing of positions for academic staff and the provision of research infrastructure.

The information network [Euresearch](#) informs, advises and connects researchers working in Switzerland with regard to participation in the EU framework programs. The regional contact point Euresearch Eastern Switzerland is integrated in the Grants Office at the University of St.Gallen. The Grants Office supports researchers in applying for the various funding instruments.

6.2 | Switzerland: Political system and population

Over the centuries, Switzerland developed from a network of various alliances into a confederation of states and then into a federal state. National borders and neutrality were established and recognized internationally in 1815. The political system dates back to the Federal Constitution of 1848. Since then, the powers of the Confederation and the rights of the people have evolved and political diversity has increased.

Switzerland is a federalist state. Consequently, political and legislative powers are divided between the Confederation, the cantons and the communes. Federalism makes it possible for Switzerland to exist as a single entity - despite four linguistic cultures and different regional characteristics. Switzerland consists of 26 cantons, which in turn are divided into 2148 municipalities (as at 1.1.2022). The number of municipalities is decreasing from year to year due to municipal mergers. Each canton regulates the division of tasks between cantons and municipalities itself. 9 million people live in Switzerland, with 25% of the population being foreigners. The national languages are German, French, Italian and Romansh. They are spoken by 62 %, 23 %, 8 % and 0.5 % respectively. Of the foreign population, over 60% speak German. 66% of people in Switzerland belong to a Christian denomination. 26% do not belong to any religious community.

6.3 | Living and working in St.Gallen

Switzerland is politically and economically stable. It has a well-functioning infrastructure (transportation, energy and telecommunications systems), a high level of security and a very good public school system. Our employees appreciate the beautiful old town, the high quality of living and the attractive, diverse landscapes in the surrounding area. The housing situation in the city and region is relatively relaxed. If you are looking for living space to rent or own in St. Gallen, you will find it. The housing and real estate market is diverse. The price-performance ratio is good by Swiss standards.

6.4 | Schools in St. Gallen

Your child will be required to attend school in Switzerland in the year in which he or she reaches the age of four by July 31. Registration for public pre-school, primary school or lower secondary school is handled by the [cantonal service point for school and music](#), which also allocates schools according to place of residence or neighborhood. The city's public school system has more than 70 kindergardens, 14 primary school centers and four secondary schools and two middle schools. As a rule, girls and boys are taught together. In addition to the very good public school system, there are also private schools that pursue specific educational concepts. There is a variety of private schools in St. Gallen, such as [Waldkinder St. Gallen](#), [Neue Stadtschule St. Gallen](#), [Institut auf dem Rosenberg](#), [Rudolf-Steiner-Schule](#) and [Primaria](#).

As a rule, state schools are not all-day schools. The city therefore offers daycare services for primary school children at several locations. The services can be attended on five days of the week from 7.00 am to 6.00 pm. In the [integrated map](#) you can see an overview of the locations of the daycare facilities in the city as well as the contact details.

6.5 | Crèches and childcare

In Switzerland, you have the option of having your children aged between three months and four years looked after by professionals in crèches. The childcare ratio, i.e. the ratio of childcare staff to children, is relatively generous at 1:3. Each crèche follows a specific educational concept. A childcare place usually costs up to CHF 100 per day for children aged 18 months and over and up to CHF 150 for children under 18 months. As a rule, however, crèches offer income-related rates.

The University of St.Gallen cares about the well-being of your children. That is why it has two crèches close to the campus, «[Löwenzahn](#)» and «[Fiorino Triangel](#)». Here you benefit from discounted rates (Löwenzahn: CHF 72 to CHF 100 a day, Fiorino Triangel: CHF 77 to CHF 125 a day). Your children will be given priority for a place here. You can find further information on the childcare facilities mentioned on their homepages.

The service point [Children and family of the women's center](#) also offers you advice and a placement service for childcare at home. It will also help you organize childcare in an emergency.

6.6 | Public transport

In the city of St. Gallen and throughout Switzerland, you will find an efficient public transport network. At peak times, a bus runs every 6 to 15 minutes on the main routes, and every 15 to 30 minutes in the evening and on Sundays on most routes. Public transport is operated by the transport company St. Gallen (VBSG). At the VBSG in the town hall of St. Gallen you can get from 8.00 a.m. to 6.30 p.m. (Mon-Fri) and multi-ride tickets. Single and multi-ride tickets can be purchased on the bus. The entire offer is also [available online](#). You can reach the university by taking bus 5 (bus stop: Universität / Dufourstr.) and bus 9 (bus stop: Universität / Gatterstrasse). The easiest way to book train rides outside of St. Gallen is via the website or app of the [Schweizerischen Bundesbahnen \(SBB\)](#).

The Half-Fare travelcard, which allows you to travel by bus, train and boat at half or reduced price, is very popular. The General Abonnement (GA), which is valid for one year, is particularly worthwhile for frequent travelers. With the GA travelcard, you can travel throughout Switzerland without having to buy another ticket. It is also valid for boat trips and discounted trips on the mountain railroad.

6.7 | Sports and leisure time

The city and region offer numerous indoor and outdoor sports facilities. Information about various clubs and associations as well as sports facilities, clubs and sports centers can be obtained from the [Sports department](#).

There is also plenty to discover outside the university grounds. In summer, the grounds of *Drei Weieren* invite for sunbathing. The artificially created ponds are located on the slopes of the *Freudenberg* and are a popular local recreation area. The various parks are oases of peace in the midst of the urban hustle and bustle. The city park between the theater and the Historical and Ethnographic museum, the *Unterer Brühlpark* at the *Tonhalle*, and the *St. Leonhard-Park* offer you space for walks in the countryside. Due to the proximity to Lake Constance (Bodensee, approx. 20 minutes by car and 45 minutes by public transport) offer other leisure activities. The cycle paths in the city are connected to the supra-regional Swiss-wide cycle network. There are also beautiful skating trails throughout Switzerland. Hiking is a popular sport in Switzerland. The hiking trails are marked and the destinations are indicated on yellow signs. The region also has plenty to offer in winter. There are seven ski areas within the wider region (e.g. Flumserberg, Malbun or Elm), all of which can be reached within two hours by car. All ski areas can also be reached by the well-developed public transport network.

For more information on excursion destinations, accommodation, transportation and experiences in Switzerland, visit the [portal of Tourism Switzerland](#).

6.8 | Economic life

The greater area of Zürich, to which the region of St. Gallen borders, is the economic center of Switzerland. It owes this not least to the strong presence of international companies, which benefit from an exceptionally favorable combination of important location factors. The city of St. Gallen is a business location not only because of its outstanding educational offerings. Large national companies such as Raiffeisen Schweiz and insurance company Helvetia have their headquarters in St. Gallen. St. Gallen is also known as "Consulting Valley", as an above-average number of management and IT consultancies have settled here. An important contribution to the attractiveness of the business location of St. Gallen is also provided by our students and their start-ups.

You will find a wide range of different stores in the city center. Well-known department stores are lined up next to smaller, pretty boutiques. Local bakeries and patisseries present their tasty offerings in their shop windows. Cafés invite you to linger, and excellent eateries, including the typical local and traditional first floor restaurants, provide culinary delights.

6.9 | Culture, history, sights, insider tips

You will find many sights from the past in the city. Typical are the magnificent buildings from different eras and the colorfully painted bay windows in the old town. The *Stiftsbezirk* with the cathedral and the abbey library are landmarks of St. Gallen. In 612, Gallus, a travelling monk and missionary, settled in the valley of the later city of St. Gallen. A century later, a monastery was built on the site of his cell. The monastery was a focal point of Western literary culture and science, a place with great influence in Europe. The rich collection of medieval manuscripts on theology and science, as well as on the history of the monastery, has been preserved to this day. During a visit to the architecturally impressive abbey library, you can admire manuscripts that are a thousand years old and more. The late baroque cathedral was built 1755–1760. Famous artists and master builders were involved in the construction, such as the Swabian painter Josef Wannenmacher, who created the ceiling frescoes. The Abbey District of St. Gallen was declared a world heritage site in 1983 by UNESCO.

The church of St. Laurenzen is the most important church in the city alongside the cathedral. The current building dates back to the 15th century and was completely redesigned between 1850 and 1854. From the tower, you have a breathtaking view of the old town and the UNESCO world heritage site.

The colorfully painted bay windows mentioned above were created at a time when wealthy textile merchants dominated the face of the city. They adorned their façades with richly decorated extensions. Many bay windows have been preserved and add variety and artistic decoration to the streetscape. Get an idea of this by strolling through the picturesque alleyways of the old town.

The *Karlstor* is another place of interest. Of the original eleven gates of the city wall, the only one that remains is the *Karlstor*, built in 1570. Not far away is the *Waaghaus*, which was used by merchants as a

warehouse and for weighing goods from the Middle Ages until the 19th century. Today, the city parliament meets in the Waaghaus.

The city's cultural offerings are diverse. The theater is known far beyond the region for its drama, opera and musical productions. In the *Tonhalle* you can enjoy concerts of the symphony orchestra of St. Gallen. The cabaret and concert scene is also lively, and you will find a wide range of events in the *Kellerbühne* or the former *Kino Palace*.

The Art Museum (Kunstmuseum St. Gallen) with its collection of paintings and sculptures and its temporary exhibitions is one of the most important museums of Eastern Switzerland and internationally known. Another art venue is the Lokremise behind the railway station. It was built at the height of the textile boom and is now a cultural center, theater, arthouse cinema, art museum and restaurant all in one. The museum *Kunsthalle St. Gallen* shows contemporary art, the museum in the *Lagerhaus* naive art and art brut. An insider tip: visit the art foundry Sittertobel.

Art to touch or wear is available in St. Gallen as Swiss textile region. Textile creations from St. Gallen are famous worldwide, and the textile industry has shaped the history of St. Gallen. Even before the 19th century, the textile industry was a significant economic factor within Eastern Switzerland. Until the beginning of the First World War, St. Gallen embroidery was the most important export of Switzerland. We recommend a visit to the textile museum in St. Gallen, where you can learn about the city's rich textile history.

Learning meets art at the University of St. Gallen. Works from internationally well-regarded artists such as Arp, Giacometti, Miró, Penalba, Tàpies, Richter, Cucchi or Disler are exhibited on campus. In this context, the art is always linked to the architectural characteristics of the university buildings as well as to students' daily life. ProArte, the association for people interested in art at the HSG, will be happy to give you a guided tour of the campus and to tell you interesting things to know about the art works and the University.

[Link: Art at HSG](#)

6.10 | Highlights and events in the city of St. Gallen

The region has a lot to offer, and you should thus already be looking forward to its annually recurring events. The [St. Gallen Festival](#) held in the abbey precinct is a highlight of the summer, attracting opera fans above all, as is the [St. Gallen Fest](#), which is traditionally opened with a barrel-tapping ceremony on Gallusplatz. Every year families in particular are drawn to [«Aufgetischt»](#) a street festival at which international buskers transform the streets of the old town of St. Gallen into a living open-air cultural centre. And speaking of children, the town of St. Gallen puts on a special town carnival every three years: the Children's Festival ([Kinderfest](#)), for which schoolchildren from the town's schools, dressed up in festive garments, join a procession through the town and up to the Children's Festival meadow (directly behind the university grounds), where they round off the afternoon with performances and shows. It is the only folk festival in Switzerland that is held depending on the weather.

Listen up, music fans: one of the oldest and biggest open-air festivals takes place each year on the banks of the Sitter in St. Gallen. The [OpenAir St. Gallen](#) transforms the Sitter ravine over four days into the place to go for fans of rock, pop, indie, techno and hip-hop. If you prefer a more contemplative approach, you will enjoy the unique atmosphere of the [Culture festival \(Kulturfestival St. Gallen\)](#). In the courtyard of the Historical and Ethnological Museum, one of the most beautiful courtyards in St. Gallen, you can look forward to a programme spread over the summer weeks featuring selected international stars off the beaten track of mainstream music. The festival season is concluded each year by the [Weiher OpenAir Festival](#), which creates a quite special atmosphere around the family pool at Dreilinden, with its wonderful views over the town and beyond.

Furthermore, in autumn each year the [OLMA \(Ostschweizerische land- und milchwirtschaftliche Ausstellung\)](#) opens its doors, the traditional Swiss fair for agriculture and food. The halls for tasting are well-known for their enormous choice of delicacies within and beyond the borders of Switzerland. But it is also the animal exhibitions, the sporting contests and the food and drinks stalls that entice over a quarter of a million visitors to Eastern Switzerland every year. We also recommend that you watch the “Säulirennen”; here, around 4.00 p.m. daily, fifteen rosy piglets run a race in three rounds. The arena is always packed out for this event, so arriving early is worthwhile.

A further highlight is the international show-jumping tournament, the [CSIO](#). This is considered to be a premier event in equestrian sports, delighting several thousand spectators every year. Spectators can follow the various jumping competitions throughout the day, and can then enjoy music and culinary entertainment in the evening.

Have a look at the [website of the city administration of St. Gallen](#). It provides information on fairs, markets, festivals and much more. Are you interested in the events and activities around the city and region? Then we recommend signing up for the according [newsletter](#).



**We wish you a good start at
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