

## Resit Registration Form

**PLEASE SUBMIT YOUR RESIT REGISTRATION FORM TO THE ACADEMIC OFFICE TO REGISTER:  
NO FORM = NO RESIT!**

DIPLOMA RESIT EXAMS WILL ONLY BE HELD ON A SPECIFIED DAY IN EACH TERM BREAK WEEK. PLEASE CHECK eCAMPUS, OR CONTACT THE ACADEMIC DEAN OR THE ACADEMIC OFFICE TO CONFIRM THESE DATES AND TIMES.  
FOR BACHELOR / MASTER EXAMS PLEASE CONTACT YOUR PROGRAMME LEADER.

RESITS FOR PRESENTATIONS AND ASSIGNMENTS WILL BE ASSIGNED A DEADLINE AND SUBMISSION METHOD INDIVIDUALLY.

### Instructions:

- Students must complete the sections below.
- A fee of **CHF 100.-** is charged by the school for each resit assessment with the exception of MSc International Hospitality Business Management/Global Business Management **Final Project** which is charged **CHF 400.-**. This can be paid in cash & credit at the Admissions Office or online (more options on eCampus 'Resit Registration')
- Submit the form to the Academic Office ([academic@bhms.ch](mailto:academic@bhms.ch)) or the Course Leaders (BA, MSc and MBA programs) to register for the date/term/cohort on which you wish to take the resit exam/assessment.  
*Forms must be submitted by week 4 of the term prior to when you will take the resit.*

<b>Student Name:</b>				
<b>Student Email Address:</b>				
<b>Programme of Study:</b>				
<input type="checkbox"/> Diploma/ Higher Diploma in Business & Hospitality Management		<input type="checkbox"/> BA Hotel & Hospitality Management		
<input type="checkbox"/> Diploma/ Higher Diploma in Culinary Arts		<input type="checkbox"/> BA Global Business Management		
<input type="checkbox"/> Diploma/ Higher Diploma in Pastry, Chocolate & Bakery		<input type="checkbox"/> BA Culinary Arts		
<input type="checkbox"/> Postgraduate Diploma in Hospitality Management		<input type="checkbox"/> MSc Int. Hospitality Business Management		
<input type="checkbox"/> Postgraduate Diploma in Culinary Arts		<input type="checkbox"/> MSc Global Business Management		
<input type="checkbox"/> Graduate Certificate Int. Hospitality Business Management		<input type="checkbox"/> MBA		
Resit Courses				
Course Code	Course Name	Lecturer	Type of Assessment (exam, report etc.)	Date/Term of Resit*

\* Specify the resit date from those advertised for exams OR the term/cohort during which you will complete an assignment resit

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>To be filled in by BHMS:</b>	
Resit Fee in CHF _____	Date _____
Staff Signature & Stamp _____	Print Name _____