Academic Calendar
Bachelor of Science in International Business Administration (IBA)
Academic Year 2025/26

Opening hours Bachelor secretariat Lucerne

By telephone and email (Monday - Friday)	08.00 – 12.00 / 13.00 – 16.00
Information desk, 2nd floor, Perron (Monday - Friday)	08.00 – 12.00
Monday - Friday during examination period	08.00 – 16.00
Saturday during examination period	08.00 – 12.00

Opening hours Bachelor secretariat Rotkreuz

By telephone and email (Monday - Friday)	08.00 – 12.30 / 13.00 – 17.00
Information desk, 5th floor (Monday - Friday)	08.00 – 12.30
Saturday during exam weeks	closed

Holidays / No contact hours (location Lucerne and Rotkreuz)

St. Leodegar	02 Oct 2025
All Saints' Day	01 Nov 2025
Immaculate Conception	08 Dec 2025
Christmas	24 – 26 Dec 2025
New Year	31 Dec 2025 – 02 Jan 2026
Easter	03 - 06 Apr 2026
Ascension Day	14 May 2026
Whit Monday	25 May 2026
Feast of Corpus Christi	04 Jun 2026
National holiday	01 Aug 2026
Assumption Day	15 Aug 2026

Important Dates for Lecturers and Administrative staff

Orientation week for students in the first semester	08 – 12 Sep 2025
Graduation ceremony 2025, KKL Lucerne	19 Sep 2025
Semester break autumn semester 2025	27 – 31 Oct 2025
Excursions Major Tourism & Hospitality Management	27 – 31 Oct 2025
Information about permitted resources for autumn semester 2025 examinations	21 Nov 2025
Bachelor Info Day for prospective students	22 Nov 2025
Submission of the Bachelor Proposal results to Student Transfer Services	09 Jan 2026
Submission of autumn semester 2025 examinations results, 24.00	01 Feb 2026
Deadline for inspection of the examination records and appeal of the grading decisions autumn semester 2025	05 Mar 2026
Bachelor Info Day for prospective students	14 Mar 2026
Annual Careers Service Job Forum (no afternoon lessons for graduating classes)	18 March 2026
Semester break spring semester 2026	06 – 10 Apr 2026
Project week Majors (for students in the 6th or 8th semester)	09 – 13 Feb and/or 07 – 11 Apr 2026
Information about permitted resources for spring semester 2026 examinations	24 Apr 2026
Submission of spring semester 2026 examinations results, 24.00	05 Jul 2026
Submission of the Bachelor Dissertation results to Student Transfer Services, 08.00	06 Jul 2026
Deadline for inspection of the examination records spring semester 2026	06 Aug 2026
Graduation ceremony 2026, KKL Lucerne	18 Sep 2026

Milestones of the Academic Year

WAM, ISA and SZ block seminars	01 – 12 Sep 2025
Orientation week for students in the first semester	08 – 12 Sep 2025
Start of autumn semester 2025	15 Sep 2025
Semester break autumn semester 2025	27 – 31 Oct 2025
Excursions Major Tourism & Hospitality Management	27 – 31 Oct 2025
End of contact study autumn semester 2025	19 Dec 2025
WAM, ISA and SZ block seminars	02 – 13 Feb 2026
Global Language and Culture block Seminars (Mandatory for IBA Students) ➥ ILPRC06 (6th Semester)	09 – 13 Feb 2026
Start of spring semester 2026	16 Feb 2026
Annual Careers Service Job Forum (no afternoon lessons for graduating classes)	18 March 2026
Semester break spring semester 2026	06 – 10 Apr 2026
Project week Majors (for students in the 6th or 8th semester)	09 – 13 Feb and/or 07 – 11 Apr 2026
End of spring semester 2026	22 May 2026
Time slot WAM block seminars	22 – 26 Jun 2026
Start of academic year 2026/27	14 Sep 2026
Graduation ceremony 2026, KKL Lucerne	18 Sep 2026

Examinations

Reserve time slot for oral examinations COS/PRC	03 Jan 2026
Examination period autumn semester 2025	05 – 17 Jan 2026
Publication of Transcripts of Records for the autumn semester 2025 in E-Dossier	12 Feb 2026
Online registration for retakes	12 Feb – 05 Mar 2026
Deadline for inspection of the examination records autumn semester 2025	05 Mar 2026
Reserve time slot for oral examinations COS/PRC	02 – 05 Jun 2026
Examination period spring semester 2026	06 – 20 Jun 2026
Publication of Transcripts of Records for the spring semester 2026 in E-Dossier	16 Jul 2026
Online registration for retakes	16 Jul – 06 Aug 2026
Deadline for inspection of the examination records and appeal of the grading decisions spring semester 2026	06 Aug 2026
Handover of the degree folders to the graduates (graduation ceremony)	18 Sep 2026

Milestones Bachelor Dissertation Project (Bachelor Proposal and Dissertation)

<u>2nd year full-time students / 3rd year part-time students</u>	
Information event for students	as of week 18
<u>3rd year full-time students / 4th year part-time students</u>	
Application for the Bachelor Dissertation Project to Student Transfer Services	15 Oct 2025
Deadline for the submission of the Bachelor Proposal to Student Transfer Services	05 Dec 2025
Deadline for the submission of the Bachelor Dissertation to Student Transfer Services	29 May 2026