**Glion Accommodation Update**

Please note 2 important changes in the accommodation process for Glion applicants in Switzerland (Glion and Bulle campus). These changes are reflected on the OLA and application forms.

1. **New accommodations booking process for Glion (Glion and Bulle campus)  -  for February and September 2019 intake**
2. You can still present the room options to your students during the recruitment process and log them on the app form or in the OLA. There is no guarantee at that point that your students will get that room.
3. Students will receive in their acceptance package an invoice including a “accommodation line” that covers a double superior room, i.e. double with shared bathroom and an explanation in the acceptance letter encouraging student to pay 3’000 to secure their room.
4. Once they have paid their prepayment of 3’000 CHF, they will be contacted directly by the campus to confirm their type of room and a new invoice will be sent to them by the IE team (if they want a room upgrade).
5. You will be able to see in CRM when the room has been confirmed to the student.

This process is valid until the Glion online booking system is available, similar to les Roches. We will inform you when that happens, probably during the spring of 2019.

1. **Types of rooms available**

As mentioned in the tuition fees 2019, the by default room for Glion and Bulle is now the Superior double room (the one we have the most of on both campuses). We no longer propose the double standard with shared bathroom on the app form, this is just a fall back solution in case we run out of rooms. If your students end up having that room due to high demand, they will get a 500 CHF refund.

Please also note that room reservations are only valid for **one semester**, not the entire program (BBA, MSc or Dual MBA). Every semester, your students need to reconfirm their rooms with the accommodations team.