

# New Student Handbook



2020



# Table of contents

|   |           |
|---|-----------|
| Welcome by the Dean .....                         | 4         |
| Welcome by the Directors of Studies .....         | 5         |
| <b>Your Introduction Week .....</b>               | <b>6</b>  |
| Bachelor Introduction Week 2020 .....             | 6         |
| Master's Introduction Week 2020 .....             | 7         |
| Alcohol policy during the introduction week ..... | 8         |
| <b>Getting started at Aarhus BSS .....</b>        | <b>9</b>  |
| Relevant IT systems .....                         | 9         |
| New email address .....                           | 10        |
| Student Counsellor's Office .....                 | 11        |
| Aarhus BSS Student Services .....                 | 12        |
| Exchange and studying abroad .....                | 13        |
| AU Library .....                                  | 15        |
| IT Services at Aarhus BSS .....                   | 16        |
| Aarhus BSS Career .....                           | 17        |
| Aarhus BSS Alumni .....                           | 17        |
| Brush-up Course (Mathematics) .....               | 18        |
| Special Educational Support (SPS) .....           | 18        |
| BSS Books .....                                   | 19        |
| Student chaplains .....                           | 20        |
| Code of Conduct for Students .....                | 21        |
| The Kitchen .....                                 | 22        |
| <b>Relevant associations at Aarhus BSS .....</b>  | <b>23</b> |

# Welcome to Aarhus BSS, Aarhus University's School of Business and Social Sciences

We look forward to welcoming you to Aarhus BSS (School of Business and Social Sciences). The school encompasses the core research areas of business and social sciences. The school covers disciplines such as economics, political science, economics and business administration, law and psychology.

Our degree programmes are among the best according to the most recognised international ranking lists. This position requires that we set our standards high when it comes to our research and teaching, and also that we provide our graduates with strong competences that allow them to carry out a broad range of functions on the labour market - both in Denmark and internationally. We focus on creating a framework for a vibrant study environment - both socially and in terms of the academic outcome of the programmes.

Due to the coronavirus situation, new restrictions affect some of the activities in the introductory programme for new students, and the introduction week is looking to be slightly different this year. However, we are doing our best to give our new students a good start to their student life. The aim is to ensure that the introduction week takes place under safe conditions, and that you get the best possible

start to your studies at Aarhus BSS – despite the unusual circumstances.

As a student at Aarhus BSS, you will benefit from all the possibilities that come with being part of a large, internationally oriented school with many academic fields of research. You will be part of an international environment and taught by lecturers who are among the world's leading researchers within their specific academic fields.

Another of our core tasks is to nurture our relations with the world around us - particularly with local companies and organisations in order to create good opportunities for you as a student. You will benefit from these close relations whether you want to become an intern or want to establish contact with a future employer in other ways.

I wish you all the best in the future and I am very happy that you have chosen to study at Aarhus BSS. I am convinced that it will prepare you well for the future.

Best regards,  
Thomas Pallesen  
Dean, Aarhus BSS



# Welcome by the Directors of Studies

A warm welcome to Aarhus BSS. We hope that the coming years as a student at our faculty will be inspiring, challenging, at times hard, but also fun and memorable.

When you start as a student at Aarhus BSS, you will find that a lot of things differ from your old school. First, you will discover that university life involves a lot of freedom, but also a great deal of responsibility. You have to take charge of your studies as well as the planning of your time. To become a 'real' student, it is important that you are familiar with the requirements of your degree programme and of AU rules. Additionally, you will need to be familiar with the IT systems that help you keep track of everything, such as your daily schedule, exams, and important messages from professors or the administration.

The programme we have put together for the introduction week will introduce you to student life. It will not only focus on the serious stuff just mentioned, but will also give you an opportunity to meet fellow students, learn more about the degree programme from professors and older students and get to know the facilities we offer at Aarhus BSS. We hope you will take this opportunity to get a good start to your student life.

The handbook, which you have in your hands now, is also a great place to start when you have questions about your new life at Aarhus BSS.

In this handbook you will find information on many different aspects of your new student life. It provides you with general and useful information about the university, which is relevant for your studies. Moreover, it gives you information about the many different social and academic facilities offered here. You will also find information about the introductory week, and the Guide introduces you to some of the services that you may need during your student life. Finally, you will be introduced to a wide range of student unions and associations that you can join as a student.

We wish you the best of luck with your new student life - a truly amazing time lies ahead of you.

Kind regards, the Directors of Studies:  
Mogens Dilling-Hansen (HA/BScB/BA soc.),  
Carsten W. Jørgensen (HA(jur.)),  
Lars Esbjerg (Cand.merc.MSc)  
and Frank Thinggaard (Cand.merc.aud.)

# Your introduction week

## Bachelor's Introduction Week 2020



Aarhus BSS is yet again hosting the largest Introduction Week in Denmark with the participation of more than 950 new students.

The Introduction Week takes place from 24 to 26 August and welcomes all new students from Economics and Business Administration (HA, BScB), Business Administration with supplementary subject (BA soc.), Supplementary Subject in Business Administration, Business Administration and Commercial Law (HA(jur.)) and top-up.

The week is designed to:

- introduce you to your new life as a student at Aarhus BSS.
- introduce you to your fellow students.
- diminish your uncertainties about starting your life as a student.
- prepare you for your first year at Aarhus BSS.
- give you an amazing and unforgettable week, both academically and socially.

During the Introduction Week, you will experience a wide range of academic and social activities. The programme during the day is free of charge.

From the middle of August, you will be able to download a detailed schedule for the Introduction Week. Just go to [studenterlauget.dk/intro-week/bachelor-students/](http://studenterlauget.dk/intro-week/bachelor-students/).

You will also receive a personal email just before the start of the Introduction Week, which will contain the name and number of your class. **It is very important that you bring this email with you on your first day at Aarhus BSS - either in printed form or on your smartphone.**

We aim at giving you the best possible start as a student here at Aarhus BSS.

The Introduction Week will be taking all the necessary precautions of Covid-19.



# Master's Introduction Week 2020



The programme will take place in week 35 from Wednesday 26 to Friday 28 August and will include a broad spectrum of activities that will give you a thorough introduction to your new life as a master's degree student.

**Wednesday** is mainly for the international students, who will get a thorough introduction to studying and living in Denmark and be offered help with practical issues such as acquiring a social security number and get introduced to our Buddy Programme. We strongly recommend that all international students participate on this day. If you are a new Danish student at Aarhus BSS, you can participate partly in the Wednesday afternoon programme. Here you will get an introduction to our IT platforms and a tour around campus.

**Thursday and Friday** are for ALL new master's degree students. You will:

- be introduced to your new master's degree programme.

- be introduced to the social environment.
- compete in the great Master Case Challenge, where you can win amazing prizes by the associated company.
- experience this year's Secret Speaker.
- get to know your new fellow students by attending social activities, teambuilding and a lot of "hygge".

The programme is hosted by Aarhus BSS, and there will be activities during the day and in the evenings, so we highly recommend that you are prepared for a full-day programme and to attend all the activities. Check out [studenterlauget.dk/intro-week/master-students](http://studenterlauget.dk/intro-week/master-students) to find an overview of the full programme.

If you have any questions about the practicalities during the Introduction Week, please contact: [masterintro@studenterlauget.dk](mailto:masterintro@studenterlauget.dk)

We look forward to giving you the best possible start to your life as a master's degree student..

# Alcohol policy during the Introduction Week

The commencement of studies is broadly understood as activities aimed at new students during the first half of the academic year. This period starts when the new students receive their letter/email of admission, and it includes the Introduction Week as well as an evaluation of the students' initial time at the university.

The following applies specifically to the introduction week at the AU campus:

1. Tutors are subject to the alcohol policy of Aarhus University, when they carry out work on behalf of the university.
2. Tutors or new students are not allowed to consume alcohol before and during academic activities that take place either at or outside the AU campus. This means that alcohol is prohibited between 8am and 4pm during introduction week. However, in connection with specific activities, the director of studies may allow for the consumption of alcohol.
3. The individual tutor group must ensure that during all activities there are tutors present who are not consuming alcohol.
4. There must be a reasonable balance between academic and social activities during introduction week. All new stu-

dents must feel welcome at all activities, whether or not they consume alcohol. Saying no to alcohol must never result in the new student having to refrain from participating in an activity.

5. The tutors are responsible for ensuring that all activities are conducted in a manner that does not require that the students consume alcohol.
6. The tutors are responsible for ensuring that new students are not exposed to activities which transcend their personal limits or seem offensive to them.

If you experience that the alcohol policy is being challenged, you are encouraged to report this at once to Lars Esbjerg, lae@mgmt.au.dk (Director of Studies, cand.merc.)



# Getting started at Aarhus BSS

## Relevant IT systems

### **BLACKBOARD – AARHUS BSS' ONLINE LEARNING SYSTEM**

Blackboard is a system for online learning and management of courses, which will give one common online focal point for lecturers and students. Among other things, the system gives you easy access to group work and sending and receiving messages. This is where your lecturer will inform you about changes to the timetable and upload teaching material. It is therefore important that you check Blackboard often.

You can get more information about Blackboard at: [bss.au.dk/blackboard](http://bss.au.dk/blackboard).

You can gain access to Blackboard by using your WAYF login at: [blackboard.au.dk](http://blackboard.au.dk)

### **MITSTUDIE.AU.DK**

#### **- YOUR PERSONALISED PORTAL**

The portal gathers all study-related systems and provides you with an overview of your teaching, announcements and events - and you only need to log in once. Simple, straightforward, and with a single login. You can access [mitstudie.au.dk](http://mitstudie.au.dk) using your WAYF login. This is the same login you use to access e.g. Blackboard. On the portal, you will find a timetable that gives you an overview of your teaching in the current week. You can also page forward, if you want to see a different week.

You can also find:

- Your three most recent messages in Blackboard.
- A list of the courses for which you are registered.
- Your academic regulations and a clear overview of your degree programme.
- News and events as well as direct links to information about e.g. exams, studying abroad and student counselling on your study portal.

You also gain direct access to your personal information on a range of different study administrative systems such as Student Self-Service (STADS), digital exams and your AU mail account. You can also access [mitstudie.au.dk](http://mitstudie.au.dk) via a mobile phone or tablet. We recommend that you make the portal your starting page.

### **If you have any questions**

- If you have any questions about the content of [mitstudie.au.dk](http://mitstudie.au.dk), please contact Aarhus BSS Student Services.
- If you have any questions about the site itself, please send them to the support office at [mitstudie@au.dk](mailto:mitstudie@au.dk).
- If you have any problems logging in (or similar problems), please contact the IT support office at Aarhus BSS.

### DIGITAL EKSAMEN - WISEFLOW

At Aarhus BSS, written exams take place digitally through our exam system: WISEflow. You will be introduced to the system at several occasions. You can always find information about the digital exam at: [bss.au.dk/digitalexam](https://bss.au.dk/digitalexam).

### STUDY PORTAL / STUDENTS.AU.DK

The study portal is a website that contains all the information you will need about your degree programme and study environment - e.g. timetables, academic regulations, student counselling, studying abroad, exam schedules, rules and regulations. On the study portal, you can also find news and events relevant to you as a student.

The portal includes lots of relevant information, some of which will be useful to you throughout your studies. We encourage you to check out the portal if you need to find information about your degree programme.

### FIND YOUR STUDY PORTAL:

- Business Administration and Commercial Law ([studerende.au.dk/ejur](https://studerende.au.dk/ejur))
- Economics and Business Administration, Business Administration with supplementary subject (BA soc.) and top-up ([studerende.au.dk/en/businessadm](https://studerende.au.dk/en/businessadm))

## New Email Address

All students have their own email address, and it is important that you check your email account on a daily basis because important emails that e.g. need your action may be waiting for you.

When contacting an employee at Aarhus BSS (no matter who), you can only use your AU

email address. If you use any other email address, your email will not be answered. This is important because of the commencement of the The EU General Data Protection Regulation.

Read more about your new email account at: [studerende.au.dk/en/it-support/email](https://studerende.au.dk/en/it-support/email)

# Student Counsellor's Office

## HOW CAN YOU USE THE STUDENT COUNSELLORS' OFFICE?

You are always welcome to contact the Student Counsellors' Office if you have any questions about being a student at Aarhus BSS.

We are happy to answer any questions you might have about exams, study rules, leave of absence, parental leave, study planning, studying abroad, dispensations, your social well-being, etc. We are also ready to help if you are going through a rough patch in your studies.

## WHY CAN WE HELP?

We are all trained counsellors and have an overview of your degree programme and the rules and regulations in the field. This means that we can help you find the solution that is best for you. You are also welcome to contact us if you have problems of a more personal nature. Regardless of the scope and content of your question, we will offer guidance and support to help you on your way.

If we cannot help you, we can refer you to someone who can. We have the students' best interest at heart. This means that we always offer objective counselling.

## CONFIDENTIALITY

At the Student Counsellors' Office they have a duty of confidentiality. This means that everything you tell them will remain confidential. Their duty of confidentiality covers

everyone i.e. your mum and dad, lecturers, instructors, the board of studies, the studies administration, the University Studies Office, social services, etc.

## WHO ARE THE COUNSELLORS?

The Student Counsellor's Office consists of a team of student counsellors, who are also students on the degree programme in question. This means that they know exactly what it is like to be a student. The office also employs a permanent student counsellor, who you are always welcome to contact.

## CONTACT AND OPENING HOURS

You can find our contact information and opening hours on your study portal under 'Counselling' in the left hand menu:

- Business Administration and Commercial Law ([studerende.au.dk/ejur](http://studerende.au.dk/ejur))
- Economics and Business Administration, Business Administration with supplementary subject (BA soc.) and top-up ([studerende.au.dk/en/businessadm](http://studerende.au.dk/en/businessadm))

We look forward to helping you!

# Aarhus BSS **Student Services**

On your study portal and [mitstudie.au.dk/en](https://mitstudie.au.dk/en), you will find practical and administrative information about your degree programme.

At Aarhus BSS Student Services, you can ask further questions and get administrative help if you need it. Among other things, you can find out how to register for teaching and exams and how to verify that you are actively enrolled.

## **CONTACT US**

Email: [studentservices.bss@au.dk](mailto:studentservices.bss@au.dk)

Tel.: +45 87 16 40 26

Monday-Friday 8-15

## **FIND US**

Tåsingevej 3, building 1443, room 021

Monday and Wednesday 12-15

Fuglesangs Allé 4,

4th floor in building 2610 (S building)

Tuesday and Thursday 12-15



# Exchange and studying abroad

Do you dream of working outside Denmark?  
Or have you always been fascinated by other cultures?

An exchange stay abroad is sure to give you lots of great experiences - personally and academically.

Our exchange counsellors are ready to help you. We will guide you through the entire exchange process. You can also find lots of inspiration on your study portal under "Study abroad".

## CONTACT US AND READ MORE

Email: [bss.international@au.dk](mailto:bss.international@au.dk)  
Bartholins Allé 10, building 1323, 3rd floor.  
Read more on your study portal







# AU Library

AU Library has two libraries in Aarhus that are affiliated with Aarhus BSS.

AU Library is an academic library that offers you:

- online access to a vast amount of academic information and literature (books, journals, databases, etc.,) relevant to your studies. All students at Aarhus University have free access to this information.
- areas for studying in peace as well as rooms for working in groups.
- multimedia workstations with flat-screen monitors – useful when working in groups.
- teaching and guidance to help strengthen your information literacy skills.

They can help you with:

- searches for academic information and literature.
- choosing and evaluating relevant information.
- managing and organising information.

These things are important to master, both for your studies, but also in your future career. You are very welcome to contact the library - they look forward to seeing you.

**Read more:** [library.au.dk](http://library.au.dk)

## PRACTICAL INFORMATION

The two libraries in Aarhus that are affiliated with Aarhus BSS are:

### BARTHOLINS ALLÉ

Address: Bartholins Allé 9, Building 1351  
8000 Aarhus C

Telephone: 9135 6481

Email: [bartholinsalle.aul@kb.dk](mailto:bartholinsalle.aul@kb.dk)

Web: [library.au.dk/en/bartholins-alle](http://library.au.dk/en/bartholins-alle)

At Bartholins Allé, you will mainly find books and journals within the subjects of psychology and behavioural sciences, political science and government and law.

### FUGLESANGS ALLÉ

Address:

Fuglesangs Allé 4,  
Building 2623  
8210 Aarhus V

Telephone: 91 35 64 85

Email: [fuglesangsalle.aul@kb.dk](mailto:fuglesangsalle.aul@kb.dk)

Web: [library.au.dk/en/libraries/fuglesangs-alle](http://library.au.dk/en/libraries/fuglesangs-alle)

At Fuglesangs Allé, you will mainly find books and journals within the subjects of corporate law, economics and management.



# IT Services at Aarhus BSS

To keep yourself updated, we encourage you to visit our IT website where you can find the latest information regarding the IT services in your specific academic area.

## IT FACILITIES

IT is inevitably an integrated part of your new life as a student at Aarhus BSS. The IT Department offers you a variety of different IT services, including an email account and the wireless network. You can access your webmail on [post.au.dk](mailto:post.au.dk). Consult the library for access to their printing services or go to [library.au.dk](http://library.au.dk) for more information.

## ACCESS TO WIRELESS NETWORK (EDUROAM)

Please visit [eduroam.au.dk/en/](http://eduroam.au.dk/en/) to find a guide for configuration of the wireless network.

## AARHUS BSS COURSES

Aarhus BSS IT Support has two knowledge groups: Advanced Multimedia Group and

## ANALYTICS

Group that both offer courses through 'BSS Kurser'. Join our Facebook page [www.facebook.com/BssKurser](https://www.facebook.com/BssKurser) where information about upcoming courses will be announced.

## IT SERVICE DESK

There are two IT-support Service desks if you have any questions relating to IT at Aarhus BSS.

- Aarhus BSS IT-support service desk at Fuglesangs Allé in building 2628, room M21
- Aarhus BSS IT-support service desk at Bartholins Allé in building 1322

## CONTACT AARHUS BSS IT-SUPPORT

Phone: 8715 0933

Email: [bss.it@au.dk](mailto:bss.it@au.dk)

Web: [studerende.au.dk/bssit](http://studerende.au.dk/bssit) – you can find our opening hours here as well

We look forward to meeting you and helping you with your inquiries!

# Aarhus BSS Career

## GET YOUR CAREER GOING WHILE STUDYING

Do you need inspiration for how to use your degree? We will guide you in the process.

During your studies, the Career Centre at Aarhus BSS offers a number of services that will help you on your way to your first student job, internship or project collaboration in a company or organisation. As you approach the end of your studies, we will also help you in the transition to your first full-time job.

Learn how to write a good application, explore your own competences, meet exciting companies and organisations in informal settings, visit job fairs, get advice and input for the job interview, and much more.

We will help you with questions such as:

- In which **direction** do you want to go?
- What **motivates** you?
- What does **job satisfaction** mean to you?
- What are your professional **ambitions**?
- What is your **dream job**?

- What **opportunities** does the job market offer? Topics include job satisfaction, motivation, job types, doubts, dreams, possibilities, and much more.

We offer

- Career counselling and clarification of competences
- Exciting career events and job fairs
- Close contact with companies and organisations
- An online job portal with student jobs, internships, projects and full-time positions ([www.jobbank.au.dk](http://www.jobbank.au.dk))

## THE CAREER CENTRE IS FOR EVERYONE!

Visit us and book a time for an informal talk at:  
[studerende.au.dk/karriere/aarhus-bss-career/](http://studerende.au.dk/karriere/aarhus-bss-career/).

Follow us on Facebook:  
[facebook.com/aarhusbsscarrer](https://facebook.com/aarhusbsscarrer)

# Aarhus BSS Alumni

## JOIN THE ALUMNI NETWORK - EVEN BEFORE YOU GRADUATE

Aarhus BSS Alumni helps you stay in touch with your degree programme and fellow students after you graduate. We will send you the latest news and invitations to relevant

events at Aarhus BSS. The alumni network is for alumni and current students, and membership is free. As a member, you will also receive emails about career events at Aarhus BSS during your studies.



**Sign up at:** [bss.au.dk/medlemskab](http://bss.au.dk/medlemskab)

## Brush-up Course (Mathematics)

Each year Studenterlauget offers brush-up courses in mathematics. The courses are taught **in Danish** and they are taking place on 17-19 August and 31 August-3 September.

The overall purpose of the course is to bring you up to speed in mathematics at a Danish B-level, which includes a brief introduction of basic statistics as well. This knowledge is useful now more than ever, because students are no longer offered an introductory course in connection with their regular mathematics course.

Be aware that there is a limited number of participants, so sign up as quickly as possible to secure your spot on our website:

[www.studenterlauget.dk](http://www.studenterlauget.dk)

If you have any questions regarding the course, feel free to contact us by email at: [tm@studenterlauget.dk](mailto:tm@studenterlauget.dk)

## Special Educational Support (SPS)

Special Educational Support helps students with

- Dyslexia
- Mental or behavioural disorder
- Neurological diseases
- Physical disability

The purpose of Special Educational Support is for students with disabilities to be able to study and show the most of their academic potential.

In order to receive support, some kind of formal documentation is required. If you experience reading and writing difficulties

you can apply for a dyslexia test, i.e. you don't have to have documentation beforehand.

You can learn more about Special Educational Support on our website: [studerende.au.dk/en/sps/](http://studerende.au.dk/en/sps/)

Book a meeting with a SPS-counsellor at: [studerende.au.dk/sps/booking](http://studerende.au.dk/sps/booking)

You can also call the SPS-team at 87 16 27 20 or mail us at [sps@au.dk](mailto:sps@au.dk)

## BSS books

BSS Books is the campus bookstore, placed at Fuglesangs Allé, Building 2634.

BSS Books offers a 10% student discount on nearly all books. Through an ongoing dialogue with lecturers and departments, BSS Books is able to stock all your textbooks in the right edition.

The staff is always willing to help you order special books and fiction from all over the world.

You may also visit the webshop at [www.bss-books.dk](http://www.bss-books.dk). Here, you can find booklists for all courses as well.

BSS Books is a non-profit organisation, which means that if a profit is generated by BSS Books, it will be channelled back to the students in the form of support for different activities at the University.

### OPENING HOURS:

Monday to Thursday: 9.30 – 16-00

Friday: 9.30 -15.00

### CONTACT INFO:

BSS Books

Fuglesangs Allé 18, Building 2634  
8210 Aarhus V

Email: [info@bssbooks.dk](mailto:info@bssbooks.dk)

Web: [bssbooks.dk](http://bssbooks.dk)



# Student chaplains

Do you need someone to talk to in confidence? The student chaplains are always available for a personal talk, not limited to religious issues.

Life as a student may be hard or something can be difficult to handle by yourself.

You are always welcome to contact the student chaplains for a talk, regardless of the kind of crisis you have in your life.

It could be about relationships, grief, worries, stress, finding your path, loneliness, and religious and spiritual issues. You decide what you want to talk about during our session.

The student chaplain is bound to professional secrecy, which means that no records of our sessions will be made.

The counselling offered by the student chaplain is available to all students, regardless of religious beliefs, and it is free of charge.

The goal with the counselling is to help the student to see new ways of acting and thinking when life gets tough.

We can meet once or several times, if necessary. The duration of each counselling session is usually one hour.

You can text, call or send an email to make an appointment. You may also contact the student chaplain by telephone outside normal working hours if you have an acute crisis in life.

We are two student chaplains in Aarhus who are employed by the Danish Lutheran State Church. Independent of the place of education, all students in Aarhus are very welcome for counselling. Having a Christian conviction is not a prerequisite.

Website: [studenterpraest-au.dk](http://studenterpraest-au.dk)

## **Jens Munk**

Address: Studenterhus Aarhus, Ndr. Ringgade 3, 8000 Aarhus C, room 122,  
Tlf.: 60 20 26 40  
Email: [studenterpraest@au.dk](mailto:studenterpraest@au.dk)

## **Åse Merete Morsø**

Address: Trøjborgvej 82, 8200 Aarhus N, building 1918, room 141  
Telephone: 21 68 55 95  
Email: [pastor@au.dk](mailto:pastor@au.dk)

Besides counselling, the student chaplains also offer other activities like mindfulness, grief-counselling, group discussions, retreats, Christmas Eve celebration and devotionals.

# Code of Conduct

The Code of Conduct for students at Aarhus BSS (School of Business and Social Sciences) aims to describe the school's core values and expectations to student behaviour when on campus and/or when representing Aarhus BSS and Aarhus University.

All students are expected to adhere to the values represented in this Code of Conduct.

The key objectives of Aarhus BSS are to deliver excellent research and teaching with academic freedom and open exchange of ideas and opinions which characterise a well-functioning and dynamic university environment.

## LEARNING

The students are expected to contribute to creating a dynamic and inspiring academic environment and thus contribute to fostering a good learning process by demonstrating a high level of ambition and assuming co-responsibility for the teaching, learning, group assignments and projects. Aarhus BSS is committed to providing the necessary frameworks for this, for example through regular study environment surveys and dialogues with students.

In all learning situations, the school values a friendly and welcoming atmosphere between and among students and staff.

## SOCIAL INTERACTION

A high quality of social interaction requires that students at Aarhus BSS exercise mutual care and responsibility in all professional relationships –when meeting with others in person, in group contexts and/or in the collective sphere.

Students are expected to behave in a friendly manner towards everyone they meet on university premises, regardless of race, gender, nationality, religion and social background, and to be considerate to the university's property in accordance with Aarhus University's disciplinary measures for students.

## THE EXTERNAL ENVIRONMENT

Faculty, staff and students at Aarhus BSS work curiously and critically in an open and dynamic interaction with the external environment. When students act as representatives of Aarhus University and Aarhus BSS in their interactions with companies, organisations and partners, it is essential that they contribute to building and maintaining a positive reputation in the public eye.

# The Kitchen

Are you an aspiring entrepreneur? Do you dream of creating and running your own business? Then you must know THE KITCHEN - the biggest innovation hub at Aarhus University, and in all of Aarhus City. In THE KITCHEN, you can develop and live out your startup idea while studying with professional counselling, great workshops and a unique community of like-minded from all sorts of studies and all sorts of fields.

## HOW TO USE THE KITCHEN

We offer workshops, personal startup counselling, office spaces and a unique community of both new and experienced startups for you to take part. You can choose to attend one of our events or workshops with no commitment or, if you are a student at Aarhus University, to become a member of our Founders' Community, where you will get your own key to our house and can make use of all our offers. Finally, you are always welcome to drop by for a great cup of coffee or to use our study space at any time within our opening hours.

## HOW TO JOIN

There are several ways to join our startup hub.

If you want to become a student member of THE KITCHEN, all you have to do is to attend one of our Founders' Gate meetings. At Founders' Gate, you will learn all about our facilities, how to get access to our hub,

get your personal adviser and meet all the other new aspiring student entrepreneurs. At Founders' Gate you will sign a contract and get your personal adviser and then you are ready to go – the sky is the limit!

If you want to learn more about entrepreneurship without committing quite yet, our crash course Startup Essentials is a great way to start. Startup Essentials is for students at Aarhus University who have an idea they would like to explore, or a startup they would like to develop further. During three workshops of three hours, we dig into the essentials of running a startup.

Finally, if you want to just check us out, feel free to show up for one of our free inspiring Morning Talks every second Wednesday during the semester. We will serve breakfast and coffee, and you can ask all your questions and take a look at our house yourself.

Learn more about us on our website: [the-kitchen.io/](http://the-kitchen.io/) and stay updated on news and upcoming events on [facebook.com/thekitchenau/](https://facebook.com/thekitchenau/)

## THE KITCHEN

Nørrebrogade 44

8000 Aarhus C

Mail: [TheKitchen@au.dk](mailto:TheKitchen@au.dk)

# KITCHEN



# Relevant Associations

## at Aarhus BSS

### ACADEMIC BUSINESS COUNCIL

ABC is an academic student union that focuses on improving education, so you can have a wonderful study experience here at Aarhus BSS. We serve as direct link to the 'Academic Kitchen' where exams, courses, study abroad programs, internships and curriculums are made, and we go to great lengths to improve these.

In cooperation with University Boards, we work to improve your education and translate the complicated sets of rules and regulations to concepts understandable to you, so that you won't have any unpleasant surprises along the way. We do work with the difficult and complicated matters, but the backbone of Academic Business Council is whole hearted, and we have a sincere aim to help you. Do not hesitate to contact us with study related matters.

#### JOINING ABC

Joining ABC is a great opportunity to get practical experience and insights into the University's internal processes and gain organizational skills. Contact us, if you want to be a part of our vibrant and youthful team!

Web: [studerende.au.dk/abc](http://studerende.au.dk/abc)

Facebook: [www.facebook.com/Academic-BusinessCouncil](https://www.facebook.com/Academic-BusinessCouncil)

Email: [mail@abc-bss.dk](mailto:mail@abc-bss.dk)

### BIA

(Master's degree students only)

Business Intelligence Association (BIA) is the association for MSc Business Intelligence students at Aarhus BSS, as well as other students who are interested in the rapidly developing field. As we are a relatively small association that is run by students and for students, your suggestions and ideas regarding activities and opportunities are valued and welcome.

We exist to provide a professional, but also social, environment for the members. During the year we arrange company visits to relevant and interesting companies within the field of Business Intelligence. The purpose is to provide an insight into how the BI is applied in real-world cases, and give you a unique opportunity for networking and put your knowledge into perspective. Furthermore, we arrange a yearly study trip, where we combine company visits in a different country with a cultural experience.

Membership costs 50 DKK as a one-time payment and gives access to all the above as well as a life-time alumna status.

For further info check out [www.bia-bss.dk](http://www.bia-bss.dk) or [www.facebook.com/Business-Intelligence-Association-168932466519399](https://www.facebook.com/Business-Intelligence-Association-168932466519399)

### **BSS SPORT**

BSS Sport offers both soccer and handball, so grab your soccer boots or put on some resin and join us!

BSS Sport is the sports union at Aarhus BSS. With more than 150 active members, BSS Sport provides a unique environment across year groups, study programs and nationalities.

All members of the board and coaches are volunteers, passionate about sports, and dedicating their time to improve the best student union at Campus.

As a student, your budget is often tight. Therefore, BSS Sport has made sure that the membership is half the price of most other sports clubs in Aarhus. Soccer is DKK 450 for half a season (one semester), while it's DKK 550 for handball.

If you would like to join a sports club that is both serious and social, BSS Sport is the place for YOU.

For more information, please find us on Facebook or feel free to contact the responsible person from either department at soccer@bss-sport.dk or handball@bss-sport.dk

### **BSS WINE**

BSS Wine is a wine union for everyone interested in wine at Aarhus BSS. Here we meet, newbies as well as wine experts, to enjoy wine, discuss the great and complex wine universe, and learn from one another. The atmosphere oozes 'hygge' and binds the many fields of study at Aarhus BSS together.

As a member of BSS Wine, you get access to some great benefits, including:

- Participation in social wine events
- Internal and external wine tastings
- Participation in BSS Wine Community (Facebook group for members)
- Wine from our partners at a favourable price

The membership fee is 75 DKK for one year (Two semesters). If you wish to become a member, it can be purchased through our Facebook page: [www.facebook.com/bsswine](https://www.facebook.com/bsswine). Any excess funds from the membership are refunded to the members, as BSS Wine is a non-profit union.

For more information please visit our website at [www.bsswine.com](http://www.bsswine.com) or Facebook page at [www.facebook.com/bsswine](https://www.facebook.com/bsswine).

### **BSS-REVYEN**

BSS-Revyen is a student union out of the ordinary. Every spring, we put on a show where sharp satire, beautiful dancing and great live music come together on a big stage with professional lights and sound. Anyone can join the BSS-Revyen and get to use their skills, whether it's PR, fundraising, text writing, etc.

For more information, go to our website [www.bss-revyen.dk](http://www.bss-revyen.dk) or our Facebook page. To become a member, go to the website and click "Medlemsskab". The membership is free of charge.

### **DANISH INTERNATIONAL BUSINESS SOCIETY (DIBS) – STUDENT UNION OF MSC.IB.**

DIBS provides an extension to the classroom learning by providing company visits, study trips, social events and other opportunities upon demand. By becoming a member, you will get access to the above and be able to socialise, network and travel together with your classmates.

The union's board consists of volunteers from your course, meaning that you can actively shape the experience of your studies and enhance your CV.

DIBS 16/17 organised a study trip to China and visited ECCO, Dansk Industri, Vestas and the Danish Embassy. In addition, a Christmas Dinner, a shared visit to Kapsejladsen and many other events have been arranged and are planned for the future.

If you want to join the student union to enhance the experience of your programme, you will have to be enrolled in the IB Master. You will be able to sign up and join the board during your first semester.

For questions please contact [dibs.presidents@gmail.com](mailto:dibs.presidents@gmail.com)

### **FACCA**

Where do you want your career to go?

Every year approximately 2,000 students graduate from Aarhus BSS. In comparison, twice as many graduate from CBS and Copenhagen University within the same fields. As many companies are based in Copenhagen, every student from Aarhus faces a challenge; how do you stand out?

Finance and Consulting Club Aarhus (FACCA) might be worth checking out. As a student organisation, FACCA offers something besides sitting at lectures and learning theories. FACCA provides students with the opportunity to interact with best-in-class companies within the finance and consulting industries and thereby establishing the link between academia and the aftermath.

Building this relation is done through several events with our partners throughout the semester, where students also have the opportunity to expand their network across studies and cohorts.

Membership is free, and FACCA is open for students from the 3rd semester and onwards. For more information, visit [www.facca.dk](http://www.facca.dk) or find us on Facebook.

### **FEJAA**

The Association of Commercial Lawyers Aarhus is a non-profit student association for commercial law students - abbreviated FEJAA.

The purpose of the association is to build a bridge between students and the business community. Also, we strive to create a connection between the students.

The management in FEJAA is driven by volunteer commercial law students from Aarhus BSS. The association hosts events, trips, work-shops and much more in collaboration with some of the largest corporations in Denmark. Lastly, FEJAA focuses on the social environment here on campus by ensuring unity between bachelor and master students.

Follow us on social media to get updates on future events and relevant information for you as a commercial law student and download the app to get unique access to students jobs, internships etc.

Join us at [www.fejaa.dk](http://www.fejaa.dk) today - we look forward to seeing you in the future!

Facebook: [facebook.com/fejaa.aarhus](https://facebook.com/fejaa.aarhus)  
Instagram: [fejaa.aarhus](https://www.instagram.com/fejaa.aarhus)  
LinkedIn: [linkedin.com/company/fejaa](https://linkedin.com/company/fejaa)  
AppStore: FEJAA  
Mail: [aarhus@fejaa.dk](mailto:aarhus@fejaa.dk)

### **FINANCE ASSOCIATION AARHUS**

FAA is the student association for the cand. merc.FIB or cand.merc.finance at Aarhus BSS. The purpose of FAA is to enhance the experience of finance students and create a study environment that generates knowledge and relationships. This is done through study and company trips, and social and academic events, e.g. courses in VBA or R.

If you are a student at the FIB or Finance programme, visit "FAA - Finance Association Aarhus" on Facebook or contact [chairman@FAAAarhus.dk](mailto:chairman@FAAAarhus.dk)

### **FINANCELAB AARHUS**

Is the dynamics of the financial markets one of the reasons you chose to study economics? Then FinanceLab (FL) is the right place for you!

We seek to facilitate the education and inspiration of students within the fields of finance and investment. FL gives students the chance to sharpen their skillset and increase their knowledge beyond academics. We offer a range of activities, such as courses and lectures with speakers from both the academic and professional world.

Moreover, FL consists of an Investment Panel, where a group of selected students manages our investment funds in addition to publishing stock analysis at our website.

The key events of the upcoming year are our Investment Strategy Challenge and Investment Camp Aarhus. Previous years companies such as EY, DSV, Nordea and J. P. Morgan have participated at these events.

To remain updated on future events, like us on [facebook.com/FLAarhus](https://facebook.com/FLAarhus) and sign-up as a member. We look forward to seeing you at our events.

### **FSR AUD-UDVALG AARHUS**

FSR Auditing Student Council is part of FSR – Danish Auditors, which organizes both career and social events for the cand. merc.aud.-students and is represented by the sub-organization FSR AUD-udvalg in Aarhus. The association is run by students, who strives to create the best educational experience for their co-student. Furthermore, they wish to create a good social environment for the cand. merc.aud.-students.

In order to provide the best starting point in the student's future career, the association has a close collaboration with "the Big Four". The collaboration offers a great opportunity to experience each company and overall get a better understanding of a career in auditing.

FSR AUD-udvalg also organises social events, which include parties, bowling, and team-building. These events offer a good opportunity to get a more extensive social network, making the student life more fun. Sign up at: [www.fsr.dk/fsrstuderende](http://www.fsr.dk/fsrstuderende)

### **INFORMATION MANAGEMENT ASSOCIATION**

"There are 6.8 billion people on the planet, 4 billion of them use a mobile phone. Only 3.5 billion of them use a toothbrush."

Today, IT is more widespread than the most regular things we use in our daily life. If you are eager to take part of the fast-moving business of IT, then IMA is the student union for you!

IMA is for all students at Aarhus BSS, who have an interest in IT. We offer FREE MEMBERSHIP for all students! Please check out [www.im-a.dk](http://www.im-a.dk) or Facebook (IMA MEMBER FORUM) for more information.

### **MARS**

MarS is the student union for MSc in Marketing students at Aarhus BSS. Our mission is to make your time as a marketing student the best possible, by arranging events, company visits, social get-together's and much more.

Examples of events the past year is: Christmas Dinner, Study trip to Dublin, Company visits

in Aarhus and Copenhagen, Bowling, badminton and minigolf event, Tour De Friday Bar in Aarhus and much more.

Except for providing parties and social events courses for enhancing your skills, we take pride in collaborating with the students and external partners to create the best possible events.

#### SOCIAL LIFE

LinkedIn doesn't give you jobs, but your social network does. Become a MarS member and experience a whole new range of opportunities for improving your skill set and networking.

The membership is 60 DKK, and lasts for your entire study period. Except getting access to all MarS events, you will also be added to our Facebook group where lots of great internships and jobs are posted all year round.

#### **NORDISKA EKONOMIE STUDERANDES UNION (NESU)**

Nordiska Ekonomie Studerandes Union (NESU) is a non-political, non-profit organisation that aims to enhance inter-Nordic co-operation between student unions of business schools in the Nordic countries.

NESU offers its members an efficient way to get know Nordic business life and to create a network of contacts between Nordic business students.

NESU is an open-minded, really close-knit community that is often described as a "second family" by its members.

The main purpose of NESU is to bring its members together in semi-annual conferences, which take place every spring and autumn. A NESU conference lasts one week, has a specific business-related theme and consists of lectures, business cases and recreational activities.

NESU conference is a great opportunity to learn new things and meet people from other Nordic countries! Next conference will be held 2020. The application period starts in the autumn and applying happens through the NESU conference website.

To find out more and to stay in touch, find us online:

NESU Conference website:

[nesuconference.com](http://nesuconference.com)

NESU Conference Facebook:

[www.facebook.com/nesuconference](https://www.facebook.com/nesuconference)

NESU website: [www.nesu.net](http://www.nesu.net)

Also, if you would like to hear more about NESU, are interested in attending NESU conferences, or just have some questions in general, do not hesitate to contact:

NESU President

Noora Finne, [president@nesu.net](mailto:president@nesu.net)

**SAF**

SAF is a small student union for students attending the business administration programme (soc). Its goal is to strengthen the relationship and exchange experience between students across the different classes and years.

Furthermore, SAF organises both professional and social activities, such as company visits, elective course information, bowling nights, Thursday-Meet up and our big Summer party.

Additionally, SAF believes it is important to be the cross road between students and life after university. As a new business economics (soc.) student, you are automatically a part of SAF, and there is no membership fee.

We are located in the R-building, room R124, where we have a small office for our meetings, planning and coffee breaks.

If you have any questions regarding SAF, you are more than welcome to contact us at: Mail: [safaktivitetsforening@gmail.com](mailto:safaktivitetsforening@gmail.com) or facebook: Soc'ernes Aktivitetsforening

**SOLAS**

SOLAS (Strategy, Organisation & Leadership – Association for Students) is a student association for students enrolled in the Master's degree programme in Economics and Business Administration – Strategy, Organisation and Leadership (MSc).

As a member of SOLAS, you get the opportunity to participate in every event arranged by SOLAS BSS either for free or at a special price. Events can both be social (examples: Christmas Lunch, Spring party, Board game night, Kapsejlads Camp, October party, Pub crawl) or more academic like networking with former students to company visits (Arla, Dansk Supermarked, LEGO). Also, there have been study trips to e.g.: Beijing, Shanghai and Stockholm.

The membership can be either 1 or 2-years membership with prices from DKK 100-150. So the question is just for how long you would like to join all these great activities and get to know your classmates better while enhancing both your social but also your professional network.

To know more please visit our webpage [solas-bss.dk](http://solas-bss.dk) or send us an email [solas@solas-bss.dk](mailto:solas@solas-bss.dk)

**STUDENTERLAUGET**

Studerterlauget (SL) is the largest student organisation in Denmark employing approximately 300 students in various student jobs throughout the year. As a non-profit organisation, their efforts are focused on creating the best possible study environment at Aarhus BSS, while seeking to provide the best possible service to all of its students.

Studerterlauget is responsible for a number of initiatives at Aarhus BSS. These are, among



others; Klubben, the student bar at Aarhus BSS; Caf'Inn, the cafeteria in the S-building; and SL Office, which provides print facilities. Moreover, SL strives to facilitate various events such as Aarhus Case Competition and Commcase Aarhus, which are the two major business case competitions on campus, as well as a lot of other different events like the Student Life Fair, or the annual award show, "Den Gyldne Fugl".

SL is an organisation run by students for students.

### **SULO**

SuLo is the student union of Logistics & SCM, and it aims both the current and former students enrolled at Aarhus BSS. The union's objective is to create and maintain a strong academic and social environment for its members through company visits, study trips and parties.

The board consists of ten seats, and eight of them are up for running at the annual General Assembly in September. You can join us for a lifetime for only DKK 100.

For further information, check our website at: [www.sulo.dk](http://www.sulo.dk)

### **UMAC**

Union for current and former students of MSc. Management Accounting and Control  
UMAC is driven by the students of MSc. MAC

to improve the student environment and connect students with the interesting companies. The union provides these opportunities for the members:

- Study trip to any interesting and relevant location in the world.
- Company visits in Copenhagen, show the opportunities for students outside Aarhus.
- Thesis evening, students and professors help to avoid the most common pitfalls.
- Electives evening, students and professors provide insights to which courses are interesting and relevant for MAC students.
- Exclusive events with our business partners.
- Social events, the traditional Christmas lunch and summer party.

As any smart MAC-student, of course you want to join. We will be there during the Introduction Week and provide you with further insights into UMAC.

If you have any questions or want to join, send us an email at [info@unionmac.dk](mailto:info@unionmac.dk)



VISIT YOUR STUDY PORTAL FOR INFORMATION ON THE  
INTRODUCTION WEEK



[studerende.au.dk/businessadm/introductionweek](https://studerende.au.dk/businessadm/introductionweek)



[studerende.au.dk/ejur/studiestart](https://studerende.au.dk/ejur/studiestart)