

SGBS Certified Change Expert St. Gallen

Sessions

Dates

St. Gallen Business School organizes each seminar and program several times a year. Dates see: www.sgbs.com/eexp17

Location

Some seminars take place in Switzerland, others in Germany or Austria.

Course fee, Duration

CHF 24'900.- excl. VAT, 23 days
Invoicing in Euro is possible, at the current daily rate.

Registration

Internet: www.sgbs.com/eexp17
E-Mail: seminars@sgbs.com
Phone: +41 71 225 40 80

Please note our General Terms & Conditions, see www.sgbs.com/terms

Participants

Managers and specialists who want to make and maintain themselves, their team, departments, divisions and possibly an entire company fit for change in a dynamic environment.

Admission

High performers from all areas with or without a university or university of applied sciences degree, but with at least 3 years of practical experience.

Modules, procedure

Change competence

What competencies and skills do you need for your professional future?

Managerial Effectiveness: 4 days

Know and optimize your own impact in change processes.

Management Seminars

Seminar 1: Strategic Dynamics
Seminar 2: Change Management
Seminar 3: Advanced Leadership
Seminar 4: Leadership effectiveness
Seminar 5: Application: Change and Holistic Management

Online modules: optional

Online modules to work on best practice and practical cases.

Project work: 3 months

Accompanied by our Director of Studies, you will write a project paper on a key topic from your industry..

Colloquium, Defensio: 1 day

At the colloquium in St. Gallen, you will defend your work against critical scrutiny.

Implementation and award ceremony

Final event with personal master plan and award of the SGBS Certified Change Expert St. Gallen.

Concept

Your commitment

- 23 attendance days, at least 8 of them in St. Gallen
- Combination of study modules and seminar modules
- 5 seminar modules, in CH or D
- A project paper on a relevant change topic, 20 - 30 pages
- Online modules on a voluntary basis.
- Presentation of the project work
- Learning about your own ability to shape and manage change
- Use of the impulses for the personal master plan: What to implement and how?

Your benefit

1. You will learn to recognize change and react proactively to it
2. You learn to understand the effects of change on the working atmosphere, motivation and performance of an organization.
3. By becoming an SGBS Certified Change Expert, you document your comprehensive competence in managing change processes.

Upgrade

Later upgrade to the Executive MBA, see sgbs.com/upgrade

Topics

Individual skills analysis

You want to get employees actively involved in necessary change. What skills do you need to develop or expand to achieve this?

Understanding change holistically

You will learn how to apply the St. Gallen management approach to complex change tasks in your company.

Seminar: Strategy and change

Practical knowledge on the connection between new strategies and organizational change.

Seminar: Change Management

Principles and instruments of effective change management.

Personal leadership effectiveness

Change is usually met with resistance. Leading change requires leadership personality and very special leadership skills.

Master plan, award of certificate

The final step is the implementation workshop at our campus in St. Gallen. This is followed by the awarding of the SGBS Certified Change Expert certificate.

Enrollment Form

St. Gallen Business School
Rosenbergstrasse 36
CH-9000 St. Gallen
Switzerland

Phone +41 71 225 40 80

Internet www.sgbs.com

e-mail seminars@sgbs.com

Seminar-Name

Seminar-Number, Seminar-Date

First Name, Family Name

Company

Address

Country, ZIP-Code, City

Business type, number of employees

Telephone

e-mail

Job title

Date of Birth

Date

Signature

JPE 25

Enrollment

Terms & Conditions for Seminars and Programs

Registration

We are happy to accept your registration or application for a management seminar or program by email, post or internet.

After receiving your registration, we will send you:

- confirmation of your registration with invoice
- information on the schedule, hotel/conference center and arrival
- the room reservation form for your hotel booking

If the seminar is already fully booked, you will be informed immediately.

Information about the seminar hotels

Further information about our seminar centres and hotels can be found on the Internet www.sgbs.com/hotel

Course fee, Hotel costs, Topics

The course fee (plus VAT, depending in which country the seminar takes place) includes includes tuition and all course material. Participants will download the seminar materials electronically from our download center shortly before the seminar. We will send you an email with a link to download them. The course fee does not include any hotel services such as overnight accommodation, breakfast, meals and the daily flat rate for the hotel or conference center. Participants must pay these directly to the hotel. The daily delegate rate of the conference centers in London, Boston and Shanghai is billed directly by the St. Gallen Business School and forwarded to the conference center.

Participants are of course free to stay overnight outside the seminar hotel. In this case, you pay only the daily flat rate charged by the hotel/conference center directly to the hotel or conference center.

The course fee is charged after registration and must be transferred no later than 6 weeks before the start of the seminar. We reserve the right to make minor changes to topics, the sequence of topics and speakers.

We as organizers have the right to move a seminar to our study center in St. Gallen for valid reasons without this justifying cancellation of registration.

Cooperation, Questionnaire

Some of our seminars are held in cooperation with other renowned institutions. The respective event partner records customer satisfaction at the end of the seminar and forwards the evaluation to the cooperation partner.

Certificate

You will receive a course certificate upon completion of the course, or in the case of a multi-part program, during the last part of the program.

Change of Booking, Postponement

If you rebook a booked seminar or part of a seminar up to 3 months before the start, we charge a re-booking fee of CHF 400 plus VAT. If you rebook between 6 weeks and 3 months before the start of the seminar, 20% of the fees for the rebooked event must be paid. If you rebook less than 6 weeks before the start, 40% of the fee is due. If you re-

book less than 2 weeks before the start of the seminar, 80% of the fee is due. If you do not show up, the fee will be forfeited without compensation. Seminars and parts of seminars not attended will be forfeited.

When rebooking, there may be program changes/ adjustments and overlaps. This does not entitle you to a partial refund of the seminar fee.

Cancellation, Withdrawal

ECancellation of registration (withdrawal or cancellation) is possible free of charge up to 3 months before the start of the seminar. If you cancel between 3 months and 6 weeks before the start of the seminar, 40% of the seminar fee plus VAT will be charged.

Alternatively, a replacement participant can be provided up to 14 days before the start of the seminar against payment of the rebooking fee of CHF 700.- plus VAT, in accordance with the target group description.

The full seminar fee will be charged if the cancellation is made less than 30 working days before the start of the seminar.

Individual seminars can be cancelled by the organizer at short notice due to force majeure or due to a lack of participants up to 10 working days before the start of the seminar at the latest, without any claim for damages being made.

Postponement in case of danger, pandemic

We treat rebookings made due to a pandemic or an acute danger situation (terror, war) with great

goodwill: We waive the usual rebooking fees. Due to the extended rebooking option, the above-mentioned "free cancellation up to 3 months before the start of the seminar" does not apply. The seminar fee, if not already paid, remains due with the value date stated in the invoice.

Dangerous situations include events such as an epidemic, a pandemic, disasters, serious political or social upheavals that pose a danger to the participants that should reasonably be avoided by postponing the event. A postponement for such reasons by St. Gallen Business School does not entitle the participant to cancel the booked seminar or program.

Insurance, Liability, Price Changes

We recommend that you take out seminar cancellation insurance with your insurance company to cover cancellation costs due to illness and other events.

Any other damage that could be directly or indirectly related to the seminar attendance, whether from accident, illness, liability, theft, cancellation of the seminar by the organizer or damage resulting from the application of the management knowledge imparted by the participants or the company commissioned by us, must also be insured or covered. We exclude any liability.

Swiss law applies **and the place of jurisdiction is St. Gallen.**

With the publication of a new brochure, all previous information regarding content, speakers and prices become invalid.