SGBS Certified Junior Management Expert St. Gallen

Sessions

Dates

St. Gallen Business School organizes each seminar and program several times a year. Dates see: **www.sgbs.com/eexp40**

Location

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

Course fee, Duration

CHF 23'900.- excl. VAT, 25 days
Invoicing in Euro is possible, at the current daily rate.

Registration

Internet: **www.sgbs.com/eexp40**
E-Mail: seminars@sgbs.com
Phone: +41 71 225 40 80

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

Participants

Professionals and specialists who wish to complete a non-academic practical course in management.

Admission

Performance-oriented junior staff, junior managers and talents with and without a college or university degree.

Modules, procedure

Start of the program
4 days in St. Gallen: The St. Gallen Management Concept

Management knowledge for juniors
Part 1: Marketing, customer benefits and competitive positioning

Part 2: General Management. From the business idea to success

Part 3: Finance & Accounting

Part 4: Team behavior, communication and leadership

Online modules: voluntary
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 practical topic.

Colloquium, Defensio: 1 day
At the colloquium in St. Gallen, you will defend your work against critical scrutiny.

Award
Award of the SGBS Certified Junior Expert St. Gallen by the St. Gallen Business School.

Concept

Your commitment

- 25 attendance days, at least 8 of them in St. Gallen
- Independent of location: Work on the practical project. Step-by-step development of a start-up project: idea, evaluation, business case, strategy, marketing concept, financing, human resources, structure and processes, implementation.

Your benefit

You are between 26 and 39 years old and belong to the group of young professionals who are to be prepared for an extended management and leadership role. You want to consciously think outside the box and learn from the best - even outside your industry.

With up-to-date management knowledge and the corresponding tools, entrepreneurial talents are honed and developed in 6 modules of 4 days each.

Topics

Customer-oriented management

Marketing, customer benefit and competitive orientation: what really makes companies successful.

General management, strategy and start-up management

Finding, evaluating and developing a business idea. Developing a promising business case.

Financial basics

Understanding financial relationships, knowing key financial figures. Planning, budgeting and managing financial results.

Leadership, communication, team

Personal behavior in the team. Winning communication. First Leadership.

Application module

Application of what has been learned to a specific practical project, interactive.

Presentation

Presentation of the practical work as part of a colloquium. Evaluation of the work Pass/Fail. Follow-up, if necessary.

Award of certificate

Award of the SGBS Certified Junior Management Expert St. Gallen.

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

Adress

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 rebooking 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 rebook 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 organiser 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.