## Welcome Apéro 2020

# **Counselling Centre**

Counselling Centre Universities of Bern provide informational services and counselling to current students and faculty of Bern's institutions of higher education: the University of Bern, Bern University of Applied Sciences and the PH Bern (Teacher Education).

Our independent, client-centred services are provided by professionals.

All services are confidential and free of charge.

The Counselling Centre
Universities of Bern is a
department of the Office for
Universities of the Education and
Culture Directorate of the Canton
of Bern.

## Counselling and coaching

#### We help students

- plan their education: choose a course of study, switch specialisations, find alternatives to formal academic training
- reconcile work or family with studies, develop a financial plan
- master learning and study methods and overcome test anxiety
- plan a career path and get started on a career
- handle conflicts that arise in personal or teaching relationships
- deal with challenging or crisis situations, develop personal capabilities

### We help faculty and academic staff

 understand students and meet their needs

- address questions of leadership and team development
- with career issues
- handle conflicts that arise in personal and professional relationships deal with challenging or crisis situations, develop personal capabilities

#### Information

www.bst.unibe.ch www.beratungsstelle.bernerhochschulen.ch

- Specific online student handbook for the University of Bern: possible courses of study, alphabetical guide, orientation for students both commencing and concluding their studies, and information on possible financial resources
- Website of the Counselling Centre with a description of its services and detailed information on higher education in general
- tools to develop key competencies: instructional materials on topics including effective learning techniques, how to prepare for oral and written exams, presentation skills, scholarly writing, and coping with stress
- helpful links
- e-mail based advice and counselling for students
- library

#### Workshops

The centre offers workshops on topics including study and learning methods, how to write a scholarly article, preparing for testing situations, coping with stress, first jobs, career planning, mentoring, meeting students' needs, leadership, team building, and more.

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