Studying at the Faculty of Arts and Social Sciences

Study Guide

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Content

1.   Basics for Studying at the Faculty of Arts and Social Sciences

1.1   Degree Programs

At the Faculty of Arts and Social Sciences (PhF), a degree program at Bachelor's level comprises 180 ECTS credits. You will combine two study programs: a major study program of 120 ECTS credits and a minor study program of 60 ECTS credits.

PhF offers four undergraduate degree programs that lead to one of the following degrees:
- Bachelor of Arts UZH (BA UZH)
  for major study programs in the humanities and cultural sciences
- Bachelor of Arts UZH in Social Sciences (BA UZH)
  for social science major study programs
- Bachelor of Science UZH in Psychology (BSc UZH)
  for psychology as the major study program
- Bachelor of Science UZH in Computational Linguistics
  for Computational Linguistics and Language Technology as the major study program (start in Fall Semester 2026)

A study program at Master's level comprises 120 ECTS credits. You can either combine a major study program of 90 ECTS credits with a minor study program of 30 ECTS credits or complete a mono study program of 120 ECTS credits.

PhF offers six Master's degree programs that lead to one of the following degrees:
- Master of Arts UZH (MA UZH)
  for mono or major study programs in the humanities and cultural sciences
- Master of Arts UZH in Film Studies (MA UZH)
  for Film Studies Swiss Cinema Network as the mono study program
- Master of Arts UZH in Social Sciences (MA UZH)
  for social science mono or major study programs
- Master of Science UZH in Psychology (MSc UZH)
  for Psychology as the mono study program
- Master of Science UZH in Computational Linguistics (MSc UZH)
  for Computational Linguistics and Language Technology as the major study program (start in Fall Semester 2026)
- Master of Science in Evolutionary Language Science (MSc UZH)
  for Evolutionary Language Science as the mono study program

1.2   Framework Ordinance

The Framework Ordinance on Bachelor's and Master's Degree Programs at the Faculty of Arts and Social Sciences of the University of Zurich (RVO PhF) provides the legal framework for your studies. It was issued by the Board of the University and is part of the collection of laws of the Canton of Zurich. You can find the link to the RVO PhF on the website of the PhF under the legal bases.

1.3   Study Regulations General Part

The Study Regulations (general part) for the Bachelor's and Master's degree programs at the Faculty of Arts and Social Sciences of the University of Zurich (STO PhF) contain the implementation provisions for the framework ordinance and regulate all study aspects. It was issued by the Extended Executive Board of the University and can also be found on the website of the PhF under the legal bases.

1.4   Annexes to the Study Regulations und Study Plan

Each study program has its own annex to the study regulations. You can find all annexes to the study regulations on the website of the PhF under the important documents (Bachelor tile and Master tile, ASTO column). The

annex contains information on which major or minor programs cannot be combined with the study program. For Master's programs, you will also find the requirements for admission to the Master's level (chapter 3.3).

The most important part of the annex to the study regulations is the study plan. You can only complete the program if you have completed all the coursework according to the study plan. Please refer to the following explanations for an example of how to read the study plan. (The brackets show headings of study plans, that are still in the old layout.)

Bestehensvoraussetzungen
- Mindestens 120 ECTS Credits aus dem Programm.
- Mindestens 30% der Studienleistungen benotet, darunter die Bachelorarbeit.
- Mindestens 60 ECTS Credits aus dem Angebot der Universität Zürich.
- Pro Modulgruppe müssen Module gemäss den folgenden Beschreibungen absolviert werden:

Modulgruppe	Beschreibung der Bestehensvoraussetzung pro Modulgruppe	Modultypen in Modulgruppe
Einführung in die Nah- und Mitteloststudien	sämtliche Pflichtmodule	P
Kernkompetenzen muslimische Kulturen und Gesellschaften	sämtliche Pflichtmodule	P
Schwerpunkte und Themen	mind. 12 ECTS Credits, darunter mind. 6 ECTS Credits aus Wahlpflichtmodulen	WP W
Spracherwerb	sämtliche Pflichtmodule und mind. weitere 24 ECTS Credits, darunter mind. 12 ECTS Credits aus Wahlpflichtmodulen	P WP W
Überfachliche Angebote	[keine Mindestanforderung]	WP W
Weitere curriculare Module	[keine Mindestanforderung]	WP W
	Bachelorarbeit im Umfang von 15 ECTS Credits	P

Die Differenz auf 120 ECTS Credits muss ergänzt werden mit frei wählbaren Leistungen aus allen Modulgruppen des Programms.

P: Pflichtmodul – WP: Wahlpflichtmodul – W: Wahlmodul

General pass requirements («Bestehensvoraussetzungen» in German):
They apply to all study programs, but vary depending on the type of program. Here is an example of a Bachelor's major 120 ECTS credits.

Program specific pass requirements:
- **«Module group» (or «Program structure»):** PhF programs are structured into module groups. You can view the modules contained therein in the module catalogue (compulsory and core elective modules) and in the course catalogue (changing range of elective modules).
- **«Description of the pass requirements per module group» (or «Pass requirements»):**
  The column contains the number of ECTS credits you must earn per module group (e.g., «at least 12 ECTS credits»). In some cases, the number of ECTS credits you must earn from modules of a certain type is mentioned (e.g., «all compulsory modules» or «at least 6 ECTS credits from core elective module»). «[no minimum requirement]» or empty cell: In some module groups, you can optionally earn ECTS credits. These ECTS credits count toward the overall result of the program, in this case toward the 120 ECTS credits. You can make up the difference to 120 ECTS credits with modules from all module groups, including those with pass requirements.
- **Modul types in module group (or «Course work»):**
  This list is for administrative information.

[1] The framework ordinance, the study regulations and their annexes are the legally binding basis for your studies. For modules and assessments, the course catalogue is the legally binding basis.

2.   Informationsdokumente

The PhF offers more than 170 study programs at the Bachelor's and Master's levels. You can find an initial overview on the Courses of Study website.

All important documents for your studies are available on the PhF website under Important Documents (Bachelor's or Master's tile). In contrast to the framework ordinance, the study regulations and the annexes to the study regulations, the information documents (module catalogues, sample curricula, study guides and websites) are of an explanatory nature. No legal claims can be asserted on the basis of these documents.

2.1   Module Catalogue

The module catalogue provides you with an overview of the entire range of modules and helps to plan your studies in the long term. The document provides
- an overview of the module group of the study program;
- an overview of all modules within each module group, namely compulsory modules and core elective modules and in some cases also elective modules with provisional titles in square brackets;
- a catalogue with detailed information on all compulsory and core elective modules as well as on some elective modules, e.g. on the semester rhythm (information about the rhythm in which the module is offered), assessment, module content, learning objectives or whether the module can be booked as an pre-Master's module (chapter 3.10).

[1] Important information is marked with *manicules* in the guide. These little pointing hands draw the reader's attention to specific passages in the text. *Manicules* have been used in medieval manuscripts since the 11th century. They were widely used in book printing from the 15th to the end of the 19th century. (Source: Manicule, Wikipedia, 12 August 2025 [online] https://en.wikipedia.org/wiki/Manicule.)

2.2   Sample Curriculum and Course of Study (Full Time/Part Time)

The sample curriculum shows one of several ways in which you can plan your studies. It represents a full-time course of study beginning in the Fall Semester. If you follow this model, it is possible to complete your studies within the so-called standard period of study (Bachelor's degree in 6 semesters, Master's degree in 4 semesters). The standard period of study is the fastest, not the average duration of study. Only around a quarter of all PhF students complete their studies within the standard period of study.

You may not be able to follow the course of study outlined in the sample curriculum. Reasons for deviations include, for example:

- Part-time study: If you are employed, have caregiving responsibilities or are unable to study full-time for health reasons, you can usually study part-time at the PhF. In this case, the duration of your studies will be extended. If you are combining your PhF study program with a study program from another faculty, please contact that faculty for information about the options for part-time study.
- Overlap in the sample curricula of major and minor: Since PhF allows many study program combinations, it is unfortunately not possible to match all sample curricula.
- Specializations and broadening your horizons: You may earn more ECTS credits than the minimum number required for graduation. Many modules are open to all UZH students, and you will never again have so much knowledge at your disposal. Your academic record also lists those modules that are not credited to your study program (chapter 3.4).

> UZH does not impose any restrictions on the length of study. However, the regular tuition fee doubles 12 semesters after enrollment in a Bachelor's program and 12 semesters after enrollment in a Master's program. When changing study levels, the count starts again at 0.

Even if you do not follow the sample curriculum exactly, it can still help you plan your studies, especially with regard to the reasonable sequence of modules or the semester rhythm (Fall or Spring) for certain compulsory and core elective modules.

If you deviate from the sample curriculum, always check when your compulsory modules are offered and whether modules have prerequisites (i.e., whether booking requires the completion of other modules or specific knowledge). You can find this information in the module catalogue or in the course catalogue. If you are unsure or have specific questions about the structure of your studies, please contact the study program advisors (chapter **Fehler! Verweisquelle konnte nicht gefunden werden.**).

2.3   Study Guides or Websites

For each study program, either a guide in PDF format or a link to a website is provided. Study guides or websites can help you choose a study program even before you start your studies. During your studies, it is important that you are familiar with the study guide or website and consult it regularly. Here you will find all the important information and many helpful recommendations.

2.4   Course Catalogue

The modules offered in the current semester can be found in the course catalogue. To view the modules that are eligible for credit toward your study program, enter the name of your program in the search function («Search Study Programs») and then click through the module groups. The search function also allows you to access modules or instructors directly.

3.   My Studies

3.1   Obligation to Stay Informed

As a student, you have an obligation to stay informed. Consult the legal basis, find out about deadlines and procedures and check your UZH email inbox regularly (at least once a week). Messages, decisions, and orders are

communicated exclusively by email. It is also essential that you take note of the documents published on the [student portal.](#)

3.2 Enrollment, Admission and Change of Program

The legal basis for admission is the [Ordinance on Admission to Studies at the University of Zurich (VZS).](#)
With your admission to the to the university and your payment of the enrollment fee, you are enrolled. The invoice for the semester fees will be available at the beginning of June (for Fall Semester) or at the beginning of December (for Spring Semester) in the [student portal.](#)
Each semester, you will receive an email from the Student Administration Office asking you to check your enrollment for the next semester and your personal information in the [student portal](#) («My Enrollment and Personal Data» tile). The verification must be done within the following deadlines:

− 15 to 31 May for Fall Semester
− 15 to 30 November for Spring Semester

If you wish to continue your studies as before, you do not need to do anything further. If you are planning to change your study programs or would like to transfer from Bachelor's to Master's level, you must apply in the Student Portal (tile «My Requests and Invoices»). The following deadlines apply:

− 15 May to 31 August for Fall Semester
− 15 November to 31 January for Spring Semester

In the Bachelor's program, the major and minor of the same study program have the same introductory module group and the same compulsory modules. If you are considering changing programs: You can switch from the major to the minor (or vice versa) within a study program without losing your credits in the introductory module group or in other compulsory modules.

If you have questions about [semester enrollment](#) or [degree and study program changes](#), check the Student Administration Office's website.

3.3 Admission to the Master's Program and Restrictions

To be admitted to a Master's program, you must have a Bachelor's degree and meet the [language requirements](#) of the respective study program. In addition, there are three types of Master's programs regarding admission:

− Consecutive programs continue the Bachelor's degree program. If you hold a Bachelor's degree from UZH in this study program (major or minor), you will be admitted to the Master's major or minor study program without any restrictions. (Exception: Admission to the Master's program in Sociology without restrictions is only guaranteed if you have a Bachelor's degree majoring in Sociology.) If you have a Bachelor's degree from another university, your subject-specific knowledge will be assessed on an individual basis (sur dossier). If you lack the required competencies, you may be admitted with restrictions.
− Specialized programs have specific admission requirements in the annexes to the study regulations. For example, they may require a specific branch of study or subject-specific competencies, or they may require a letter of motivation or an admission interview. Admission may be subject to certain restrictions.
− Complementary programs are only available as minor study programs (30 ECTS credits). They do not require any prior subject knowledge, and no requirements are imposed.

Requirements are modules from Bachelor's level. You must complete these because they are prerequisites for the Master's degree. They are assigned based on the academic requirements, which are part of the annex to the study regulations. The total number of requirements (major and minor combined) may not exceed 60 ECTS credits, otherwise admission will not be granted. Any requirements will be communicated in the appendix to the admission letter. The requirements do not count toward the 120 ECTS credits of the Master's program. Graduation without fulfilling the requirements is not possible.

Complete your prerequisite modules at the beginning of your Master's program so that you are at the same level of knowledge as your fellow students in the Master's modules.

In some mono or major study programs, you can choose a concentration. UZH students make their choice when changing their degree program (from Bachelor's to Master's) or when changing programs. Students with an external Bachelor's degree choose their concentration when applying.

3.4 Modules, Courses and ECTS Credits

A module consists either of one or more courses (e.g. of one or more lectures, seminars, exercises or colloquia), a self-study unit or e-learning elements. A module always includes an assessment.

Modules at PhF last either one or two semesters. For some two-semester modules, there is only a course in the first semester; the second semester is available to work on your assessment or to prepare for an exam. For some modules, it is possible, in consultation with the module coordinator, to submit the assessment after the first semester and to complete the module early. Information on this can be found on the PhF website under modules.

Modules are either graded (1-6 in half grades, where 1 is the lowest and 6 is the highest grade) or they are graded as «pass» or «fail». You can find this information in the module catalogue or in the course catalogue under the keyword «Grading Scale».

The ECTS credits correspond to the workload. 1 ECTS credit means a workload of 30 hours. This is an average value that can vary depending on the pace of work.

ECTS credits will be credited to you if you complete the module with a grade of at least 4.0 or with «pass». A passed compulsory or core elective module cannot be repeated, not even to improve a grade.

Only modules that are part of your study program according to the course catalogue will count towards the degree. If a module cannot count towards your degree, it will still appear as «recognized achievement» in your degree documents. These ECTS credits will not count towards the degree.

3.5 Module Types: Compulsory, Core Elective, Elective

– Compulsory modules of a study program must be successfully completed and passed. If you fail a compulsory module twice, it will result in exclusion from the study program and a subject ban. Compulsory modules are offered on a regular basis. The semester rhythm can be found in the module catalogue, in the course catalogue or in the sample curriculum.

– Core elective modules have fixed titles and topics and are offered regularly. You can only repeat a core elective module once. If you fail twice, you must replace it with another core elective module. The number of core elective modules you must complete per module group can be found in the study plan in the annex to the study regulations (reading aid in chapter 1.4). The selection of core elective modules and their semester rhythm can be found in the module catalogue.

– Elective modules are offered regularly, irregularly or once, depending on the study program. Failure to pass an elective module has no further consequences. The range of elective modules offered each semester can be found in the course catalogue. The module catalogue only lists elective modules that are offered on a regular basis. The module titles are in square brackets because they are subject to change.

3.6 Assessments, Repeatability and Withdrawal from Assessment

The assessment is used to check whether you have met the learning objectives. There are a variety of different assessments at PhF. They can be semester-long or take place as a form of examination at the end of the semester. The type of assessment can be found in the module catalogue and in the course catalogue; for one-time elective modules it is given in the course catalogue.

A special feature is the assessments «portfolio». A portfolio consists of several elements that are individually evaluated or graded and from which the overall result is determined. Only the overall result is shown in the transcript of records. In case of a failed attempt, all elements of the portfolio must be repeated.

The module catalogue and course catalogue indicate under the heading «Repeatability» whether and how you can retake an assessment if you fail or miss an exam date (e.g. due to illness):

— «Can't be repeated» exists for assessments of elective modules, that are offered only once.
— «Repeatable once, book again» exists for compulsory and core elective modules. You have to book the module again after a failed attempt (maximum one repetition per module possible).
— «Can be repeated once, repeat or rebook» means that you can take a repeat exam in the same semester in case of a failed attempt or excused absence. If you decide to do so, you must register for the repeat exam in the student portal under «My Modules» within the specified deadline. Alternatively, you can repeat the entire module and book it in a subsequent semester.

> If you fail the repeat exam for a compulsory module after the regular exam, you will receive a subject ban. Therefore, consider carefully whether you want to take the repeat examination or whether it is better to repeat the entire module.

If a reason for absence (e.g. illness) occurs before the start of the assessment or during it, you must inform the relevant office of your study program or the exam supervisor immediately. In addition, you must submit a justified request for withdrawal no later than five working days after the date of the assessment, including a certificate from a doctor, psychiatrist or psychologist. To do so, use the «My Requests and Invoices» app in the student portal. After the deadline of five working days, you can no longer claim any reasons for your absence.

In the case of assessments that extend over a longer period of time, a request for extension of the deadline can be submitted before the submission deadline. This applies also to Bachelor's and Master's theses. The decision of the request and a possible new deadline will be determined by the module coordinator.

3.7   Module Booking and Cancellation

You must book your modules via the Student Portal by the deadline. For booking and cancellation deadlines per semester, please refer to the website UZH for Students. There are three booking types (Please note: these have different cancellation deadlines):

— A booking module does not have a restricted number of places. You can cancel booking modules during the booking period if necessary.
— A request module is a module with a space restriction. You can «request» it in the booking tool. During the process you will be asked to set a priority. This is especially important if you are interested in more than one request module. The higher your priority, the greater the chance of participation. The priority is taken into account when places are allocated. If there are more requests than places available, the booking tool will allocate places at random. The time of the request does not matter.
  If you receive a place, you can still cancel the module until shortly before the start of lectures. If you do not get a place, you will be put on a waiting list and have the chance to progress up if someone cancels. Please note that the entire process (request, allocation of places, progressing up) is completed before the start of lectures. After that, is no longer possible to book or cancel these modules. If you are no longer interested in a module, be sure to cancel it before the end of the waiting list progression period. This will allow your place to be reallocated.
— You must apply for an application module and be approved by the module coordinators. When applying in the Student Portal, you may be asked to upload certain documents. Cancellation is still possible until shortly before the start of lectures. If places become available, students can progress up from the waiting list, if they meet the admission requirements.

When you book a module, you are bindingly registered for the module and the assessment. If you do not attend or complete an assessment without cancelling the booking, it will be considered a failed attempt and will be evaluated with grade 1 or with «failed».

> Always book via the official booking tool and within the regular deadlines, otherwise the coursework will not count toward your degree. Registering with the teaching staff or in OLAT is not valid.

3.8   App Study Progress and Graduation

With the app «Study Progress & Graduation» you can check your study progress in the study programs at any time. With the help of a traffic light system, you can see which pass requirements you have already fulfilled and which coursework you still need to complete. Finally, you can register for graduation via the app (chapter 6.1). You can access the app via the [Student Portal](). Instructions and an explanatory video can be found on the [Student Services Department]().

3.9   Transcript of Records

The transcript of records lists all academic achievements completed at UZH. It also shows external academic achievements that have been recognized by UZH. The document is updated once per semester and is available for download in the [Student Portal]() (tile «My transcript of records»). For a fee, you can order a copy of the transcript of records printed on security paper and certified if required.

The transcript of records is legally binding. In case of an appeal, contact the appropriate faculty office specified in the appeal instructions at the end of the document.

3.10   Pre-Master's Modules

If you would like to follow your Bachelor's degree with a Master's degree, you can pre-book up to 30 ECTS credits from the Master's program during the later part of Bachelor's studies. The prerequisite is that you have completed at least 120 ECTS credits in your Bachelor's program.

The selection of Master's modules that you can pre-book is limited. To find out whether a module can be taken in advance, refer to the module catalogue (note in the catalogue section) for compulsory and core elective modules, and to the websites of your study programs for elective modules. You can book pre-Master's modules by yourself within the module booking period.

There are modules that can be credited to both a Bachelor's and a Master's degree program. You can see this in the course catalogue under the tab «Component». If study programs from the Bachelor's and Master's degrees are listed, the module can be counted towards both degrees. Please note, that in this case pre-Master's modules can only be used for the Master's degree if you have already fulfilled the pass requirements for the Bachelor's degree and these modules are superfluous.

4.   Language Acquisition and Mobility

4.1   Language Acquisition as Part of the Study Program

In many study programs, the acquisition of language skills is mandatory. Some language modules are offered by PhF institutes, others by the [Language Center of UZH and ETH Zurich](). Language courses at the Language Center are usually subject to a fee. However, for study programs with compulsory language acquisition, the Language Center offers a selection of free courses exclusively for PhF students.

Unlike the PhF modules, these language courses are not booked using the module booking tool, but on the Language Center website under the heading «Mandatory language proficiency PhF». Further information on booking can be found in the [Fact Sheet Mandatory Language Proficiency PhF]() (in German). Be sure to book these modules. Other courses offered by the Language Center will not count towards your degree.

In some major degree programs, the Language Center courses are included in the «Transferable Skills» module group. They appear in the module catalogue and course catalogue as «Language Center Courses.» Since this module group has no pass requirement, language skills acquisition is voluntary and courses are subject to a fee. In return, you have access to the entire range of courses on offer.

4.2   Recognition of Prior Language Knowledge

Some students already have the knowledge that must be acquired through a compulsory module. This applies, for example, if you are a native speaker or can prove knowledge of Latin with your Matura certificate. In this

case, the corresponding compulsory module is marked «fulfilled» and credited with 0 ECTS credits. The number of ECTS credits of the credited compulsory module must be compensated with other coursework.

In case of Latin knowledge already listed in your Matura certificate, the recognition takes place automatically during admission. If you have other language skills that you would like to have recognized, contact the relevant academic advisory service after admission.

4.3   Mobility

Students can study at one of UZH's partner universities for one or two semesters as part of an exchange program. The mobility windows listed in the sample curriculum will help you choose your mobility semester. They show the semesters that are suitable for exchange. If your degree program differs from the sample curriculum, make sure that you do not miss any compulsory modules at UZH.

When planning, contact the departmental coordinators of your study programs in good time to conclude a recognition agreement. This agreement specifies which credits earned at the host university can be counted towards to your programs. Please refer to the guidelines for the Recognition of Academic Achievement on the PhF website.

The number of ECTS credits you can earn at another university is limited. To graduate, you must have earned at least 60 ECTS credits of your major at UZH at Bachelor's level and 45 ECTS credits of your major, or 60 ECTS credits of your mono study program at Master's level.

After your return, the coursework will be recognized according to the recognition arrangement. The transcript of records of the host university is the binding basis for the recognition. Credits that are not given in ECTS but in another credit system are converted into ECTS credits according to the workload (chapter 3.4). Graded coursework is transferred with the grade, passed achievements as «passed». Grades from other grading systems are converted according to a uniform formula (see Converting Grades on the Student Services website).

4.4   Transfer to UZH

If you have transferred to UZH from another university, please contact the departmental coordinators of your study programs after your enrollment to have your previous academic achievements recognized. You can find further information on the PhF website under Recognition of Academic Achievement.

4.5   Minor at Another University

You can complete the Minor study program at another Swiss university. If you are interested you can find information on the PhF website under Outgoing Mobility in a Minor Study Program. For your final documents, the other university will issue an Academic Record showing the study program grade and credits earned in the minor.

5.   Bachelor's and Master's Thesis

Each degree program includes a graded Bachelor's or Master's thesis that you write in your major or mono degree program. Thereby you demonstrate your ability to work independently on a scientific task within a given period of time and to present the results adequately.

The Bachelor's thesis is a one-semester, graded compulsory module of 15 ECTS credits, the Master's thesis is a two-semester, graded compulsory module of 30 ECTS credits. The qualifying thesis is always written alone and never by a group. It must be written at UZH; recognition as an external academic achievement is not possible. You are supervised by members of the PhF teaching staff, where supervisors of Bachelor's theses must have at least a Master's degree, supervisors of Master's theses must have at least a Doctoral degree. Once you have submitted the thesis for evaluation, you cannot change or improve it. You must meet the deadlines, otherwise the thesis will be considered failed.

Bachelor's and Master's theses are modules that you must book using the booking tool. Depending on your study program, there are different preliminary processes. Always check the website or the guidelines for your study program before booking your thesis.

To book the Bachelor's or Master's thesis, it is always required to have consulted with the supervisor. Do not book the module without the agreement of the supervisor.

The same conditions apply to Bachelor's and Master's theses as to all compulsory modules: They can be repeated once; if they are failed twice, a subject ban is put in place for the major or in the mono study program. In the event of a repetition, you must choose a new topic.

6. My Degree

6.1 Registering for Graduation

If you have fulfilled all pass requirements of your major and minor program and all traffic lights are green, you can register for graduation in the «Study Progress & Graduation» app. The following deadlines apply to graduation registration:

— Spring Semester: 16 March to 15 October
— Fall Semester: 16 October to 15 March

Further information about the app and graduation, can be found on the PhF UZH Student Services website under «Study Progress & Graduation» App.

6.2 Final Documents

— The Diploma Certificate contains the name of the academic title awarded, the grades of the completed study programs and the weighted total grade. If you have chosen a specialization in the Master's degree, it will also appear on the diploma certificate.
— The Diploma Supplement contains information about your qualifications acquired during your Bachelor's or Master's studies and details about the Swiss education system. These are relevant if you wish to continue your academic career at a university abroad.
— The Academic Record contains a detailed list of your academic achievements, structured according to study programs and module groups. It also shows all completed achievements from UZH modules that are not counted toward the degree.

You will also receive all three documents in German and English. The translations are only valid with the original German document. If not all of your academic achievements have been translated into English, but you need a complete translation, please contact the Student Services at PhF.

Modules that have received an unsatisfactory grade or a «Fail» will not appear on your final documents.

7. Noteworthy

7.1 Definite Rejection and Subject Ban

Failing a compulsory module twice will result in a definitive rejection and a subject ban from the corresponding study program. The same consequence applies if you have two failed attempts in modules that you must complete as a restriction for the Master's program. Subject bans are shown in the Student Portal («My Bans» tile). The subject ban denies you access to all study programs at UZH for which the module is a compulsory module or for which you would have to complete it as a restriction. It also denies you access to all similar study programs throughout Switzerland for an unlimited period of time. It is not possible to switch from a mono/major to a minor or vice versa, unless the failed module is the Bachelor's and Master's thesis. In this case, the subject ban only applies to the mono or major study program.

After a subject ban, it is not possible to change study programs in the following semester due to deadlines. This can only be done in the semester after next. However, it is already possible to book modules from another study program.

If you change universities, you are obliged to state your subject bans.

7.2 Unfair Conduct: Plagiarism, Exam Fraud and Use of AI

The standards of scientific work and scientific honesty are central foundations of your academic training. This includes the correct citation or paraphrasing of secondary literature and research data.

Unfair conduct includes any acts of fraud or dishonesty. This includes collusion with third parties when taking an exam, submitting plagiarized work or a written paper written by a ghostwriter, and the use of unauthorized aids.

The use of ChatGPT or other AI-based programs to complete assessments or partial assessments is generally permitted at PhF unless the teaching staff or supervisors explicitly prohibit it in whole or in part. When permitted, AI-based content (including images, tables, graphics, etc.) must be identified as such and accompanied by a reference to the AI-based program used.

If the suspicion of unfair conduct is confirmed, the assessments will be considered a deliberate attempt at fraud and measures will be taken in accordance with § 30 of the Framework Regulation. The mildest consequence is failing the module with a grade of 1 or «fail». In the case of more serious offenses, the Dean of Studies may request to initiate disciplinary proceedings.

7.3 Authorship and Publication

Copyright law ensures that you may publish your written work. However, you are required to inform the program director before publication. Publication may be made subject to conditions. If, for example, in your work you use data of which you are not the author, the program director may require you to remove the data from the publication. Under no circumstances is it permissible to publish examinations or examination results.

7.4 Access to Exam Papers

Generally, you can request access to your exam papers. In this case contact the module coordinator or the academic advisory service. Please note, the release of exam materials may be restricted, for example, with a prohibition on copies or transcripts, to ensure the confidentiality of exam questions.

8. Advisory Services

8.1 Student Services of the PhF

The Student Services are your first point of contact for administrative concerns related to studying at the PhF. You can get advice in person at the service desk, by phone, via Teams video call or by email.

8.2 Academic Advisory Services

If you have any questions about course content or planning your studies, the structure of the study program, module requirements, or course and exam dates, please contact the academic advisory service.

8.3 Important Advisory Services of the UZH

On this UZH Advice and Support website, you will find links to all important advisory services. You can contact the Student Advisory Service with questions about choosing a degree program or changing programs, for example, while the Student Finance Office is responsible for scholarships and loans. Career Services offers advice on transitioning into the workforce. You will also find links to the Psychological Counseling Services, the Disability Office, the Office for Equality, Diversity, Inclusion, and contact addresses in case of sexual harassment.

9. Studying Under Special Conditions

9.1 Studies with a Disability

Equality and equal opportunities are important to the University of Zurich. Students with a disability or a chronic illness can obtain information from the Disability Office (FSB) on how studying can be facilitated and which compensatory measures they are entitled to. You can find out how to apply for accommodation measures at PhF on the website under Accommodation Measures.

9.2 Studies and Pregnancy

If you are pregnant, you have the possibility to apply for compensatory measures such as the suspension of a qualifying thesis or the rescheduling of an exam. Contact your academic advisor to discuss the appropriate measures. The Student Services website will inform you about the further procedures as well as the deadlines under Requests. For more information on careers, studies and family visit the Equality, Diversity, Inclusion website.

9.3 Studies and Military Service, Civilian Service or Civil Defense Service

If your compulsory service would conflict with the start of the semester or with examination dates, or would result in your studies being significantly prolonged, you can apply for a postponement of service. You can find instructions for the Army Service Manager on the Swiss Army website. Members of the Civil Defense (AdZS) should contact to the office that issued the call-up. Send the completed form as a scan together with a short, written justification to studium@phil.uzh.ch.

9.4 Studies and Top-Level Sports

UZH intends to make it easier for top-level athletes with a Swiss Olympic Card to combine top-level sport and studying. Among other things, they have the possibility to extend deadlines or to cancel modules after the deadline. A corresponding request can be submitted to studium@phil.uzh.ch. Further information can be found on the Student Services website under Studies and Top-Level Sports.