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# **Framework Ordinance on the Bachelor’s and Master’s Degree Programs at the Faculty of Law of the University of Zurich (RVO RWF)**

(dated 21 September 2020)

*The Board of the University has resolved:*

## **1. Section: General Provisions**

### **A. Object and Scope**

Scope

§ 1. <sup>1</sup> This framework ordinance governs the Bachelor’s and Master’s degree programs at the Faculty of Law (“the Faculty”) of the University of Zurich (“UZH”).

<sup>2</sup> This framework ordinance applies mutatis mutandis to the special programs (in particular the notary program) in accordance with the ordinance on admission to studies at the University of Zurich dated 27 August 2018 (VZS)<sup>2</sup>.

<sup>3</sup> Cross-faculty degree programs and double-degree and joint-degree programs at more than one higher education institution are governed in separate framework ordinances.

<sup>4</sup> Matters not regulated in this framework ordinance and in the program regulation are decided by the Faculty Council.

Provisions on implementation

§ 2. Details are regulated in the program regulation.

Modules and minor study programs at other faculties

§ 3. <sup>1</sup> The provisions of the faculty offering the major program of study apply regarding decisions on choosing and receiving credit for a module or a minor study program at another faculty.

<sup>2</sup> In all other matters, the provisions of the faculty offering the module or the minor study program apply.

Academic program

§ 4. <sup>1</sup> The faculty offers the following Bachelor’s degree program worth a total of 180 ECTS credits:

– Bachelor of Law

<sup>2</sup> The faculty offers minor study programs at the Bachelor's level worth a total of 30 and 60 ECTS credits to students of other faculties.

<sup>3</sup> The faculty offers the following Master's degree program worth a total of 90 ECTS credits:

- Master of Law

<sup>4</sup> The faculty offers the following Master's degree program worth a total of 120 ECTS credits:

- Master of Law, including a liberal arts option

<sup>5</sup> The faculty offers minor study programs at the Master's level worth a total of 30 ECTS credits to students of other faculties.

§ 5. <sup>1</sup> Upon successful completion of a Bachelor's degree program, the faculty confers the following degree:

- Bachelor of Law UZH

Designation of degrees

<sup>2</sup> Upon successful completion of a Master's degree program, the faculty confers the following degree:

- Master of Law UZH

<sup>3</sup> The degrees are abbreviated as follows:

- Bachelor of Law UZH: BLaw UZH
- Master of Law UZH: MLaw UZH

## **B. General Information on Studies**

§ 6. <sup>1</sup> A degree program is made up of one or more study programs (of a single major; of a major study program, and a liberal arts option).

Structure of a degree program

<sup>2</sup> A study program is a sub-unit of a degree program that fulfills the requirements for a complete study program; the curricular structure, program outcomes, academic level, and number of ECTS credits in a study program are predefined.

<sup>3</sup> The liberal arts option is a sub-unit of a degree program that has an open curricular structure and a set number of ECTS credits; it forms a component of a study program but does not fulfill all requirements for a complete study program.

§ 7. <sup>1</sup> The program regulation defines the conditions for successful completion of each study program. A standard curriculum is published in a suitable form.

Standard curricula

<sup>2</sup> The standard curriculum stipulates that full-time students earn at least 30 ECTS credits per semester.

Admission	§ 8. Admission to the degree programs is regulated by the VZS.
Studies and disability	<p>§ 9. <sup>1</sup> If a student has a medically attested impairment or chronic illness, the Disability Office assesses whether these affect the student's study activities and recommends, where necessary, reasonable accommodation measures. In case of doubt, the Disability Office may consult with a physician of their choice.</p> <p><sup>2</sup> Upon receiving a corresponding application from a student, the faculty may approve reasonable accommodation measures on a semester basis. Applications must be submitted via UZH's digital infrastructure.</p> <p><sup>3</sup> The granting of retroactive measures is excluded.</p>
Language	<p>§ 10. <sup>1</sup> In principle, the language of instruction at the Bachelor's level is German. Individual courses may be offered in other languages.</p> <p><sup>2</sup> In principle, the language of instruction at the Master's level is German or English. Individual courses may be offered in other languages.</p> <p><sup>3</sup> In principle, assessments are conducted and taken in the same language as the language of instruction in the relevant courses.</p> <p><sup>4</sup> Specific language skills may be required for individual modules.</p>
Copyright to student work	<p>§ 11. <sup>1</sup> In principle, the copyright to student work belongs to the students.</p> <p><sup>2</sup> Upon submitting work, students relinquish the copyrights to UZH to the extent necessary for administrative actions such as plagiarism detection or archiving.</p>
Plagiarism detection	§ 12. Student work may be monitored for plagiarism using plagiarism detection software. Suitable service providers in Switzerland and abroad may be contracted for this purpose.
Fees and duration of study	§ 13. <sup>1</sup> In the first 12 semesters of a Bachelor's degree program and of a Master's degree program, the fees are levied in accordance with the Ordinance Governing Tuition and Fees at the University of Zurich of 5 March 2012 <sup>3</sup> . Payment begins with the first semester of matriculation at UZH.

<sup>2</sup> If a student studies in excess of the duration stipulated in para. 1, and if no approved extension as stated in § 14 has been granted, the fees are doubled in accordance with the Ordinance Governing Tuition and Fees at the University of Zurich.

<sup>3</sup> Upon completing the 11th semester and following renewed matriculation, the student concerned receives his or her transcript of records and is instructed to immediately contact Student Advisory Services in order to design an individual schedule for completion of studies.

§ 14.<sup>1</sup> <sup>1</sup> In the presence of compelling reasons, a student exceeding the maximum duration of study may submit an extension request for two additional semesters to the Office of Student Affairs, for which only the standard fees would have to be paid. The student must provide detailed reasons for the request and submit the request within 30 days of receiving his or her transcript of records. Extension request

<sup>2</sup> As a rule, the Vice Dean of Studies decides on the request within 30 days. The Vice Dean of Studies may demand that further proof and reports be submitted.

<sup>3</sup> If no extension request is submitted, or if the Vice Dean of Studies rejects a request, the fees are doubled in accordance with the Ordinance Governing Tuition and Fees at the University of Zurich.

<sup>4</sup> Extension requests may be submitted more than once.

§ 15. <sup>1</sup> All information relevant to studies is communicated in a suitable form; such information is binding. Duty to provide information

<sup>2</sup> Students must undertake to independently obtain information about all issues related to studies, especially information concerning prevailing enactments and applicable deadlines.

## 2. Section: Modules and ECTS Credits

§ 16. A module is a complete learning unit in terms of content and duration. Modules may consist of one or more courses and last a maximum of two semesters. Modules

§ 17. The modules and all related information on studies are listed in the course catalogue. Information on modules in the course catalogue

Module types	<p>§ 18. There are various types of modules:</p> <ol style="list-style-type: none"> <li>a. Compulsory modules: Modules that are required for all students in a study program, in accordance with the program regulation</li> <li>b. Core elective modules: Modules that are to be selected from a predefined area in a predefined scope, in accordance with the program regulation</li> <li>c. Elective modules: Modules that may be selected from a defined area, in accordance with the program regulation</li> </ol>
Module coordinators	<p>§ 19. <sup>1</sup> The disciplines appoint a module coordinator from among the members of the professorial staff for all modules.</p> <p><sup>2</sup> The disciplines or the module coordinators are responsible for the content of a module.</p> <p><sup>3</sup> The organization of the modules, including assessments, is defined in the program regulation.</p>
Booking and canceling modules	<p>§ 20. <sup>1</sup> To attend a module, students must book the module on time. Upon booking a module, students have also registered for the assessment.</p> <p><sup>2</sup> Cancellation of a module is only possible before the deadline for cancellation expires.</p>
ECTS credits	<p>§ 21. <sup>1</sup> Academic achievement is measured in accordance with the European Credit Transfer and Accumulation System, ECTS. One ECTS credit corresponds to an expected average workload of 30 hours.</p> <p><sup>2</sup> A given number of ECTS credits is awarded for each module; the number of credits corresponds to the expected average workload required to successfully complete the module.</p> <p><sup>3</sup> Students must pass a predefined assessment to be awarded ECTS credits. No ECTS credits are awarded for simply attending a module.</p> <p><sup>4</sup> The number of ECTS credits assigned to a module is always awarded in its entirety; partial credit is not awarded.</p>

### 3. Section: Assessments, Exclusion from Studies, and Ban

#### A. Assessments

- § 22. <sup>1</sup> Assessments include the following in particular:
- Oral or written examinations
  - Papers
  - Presentations
  - Proof of active participation in courses
  - Academic achievement in an eLearning course
  - Academic achievement in a moot court
- <sup>2</sup> Assessments may consist of several parts. The program regulation defines whether students may compensate partial assessments.

Types of assessments

§ 23. <sup>1</sup> Uniform modalities for completing a given assessment are defined for all students.

Structure and modalities of assessments

<sup>2</sup> The program regulation may establish special rules for certain categories of students.

<sup>3</sup> Assessments given in the form of an oral examination require the presence of a co-examiner with a corresponding degree at Master's level or higher. A written record must be kept of the exam.

§ 24. <sup>1</sup> If compelling, unforeseeable, and inevitable events preventing a student from taking an assessment arise before the assessment is held, or if a student has been granted a leave of absence or permission to cancel an assessment, this information must be communicated to UZH via the digital infrastructure.

Inability to attend assessments or incomplete assessment

<sup>2</sup> If such an event occurs immediately before or during an assessment, this information must be communicated to UZH via the digital infrastructure.

<sup>3</sup> In principle, it is not possible to retrospectively assert a claim for the inability to take an assessment if the assessment has already been taken.

§ 25. <sup>1</sup> In all cases, a written request stating the reasons for canceling an assessment must be submitted along with the relevant proof (e.g. a doctor's note) to UZH via the digital infrastructure at least five working days after the date of the assessment.

Procedures in the event of inability to attend assessments or incomplete assessment

<sup>2</sup> In the case of assessments that take place over a longer period of time (especially papers), an extension request may be submitted to UZH via the digital infrastructure prior to the deadline for the assessment.

<sup>3</sup> If the request is denied, the assessment is deemed failed.

<sup>4</sup> An independent physician may be consulted in cases of doubt.

<sup>5</sup> The assessment is deemed failed in the case of an unexcused absence or when a request is not submitted prior to the deadline.

Evaluation of academic achievement

§ 26. <sup>1</sup> Assessments are either graded or marked “pass”/“fail”.

<sup>2</sup> Grades for assessments are given on a scale of 1 to 6. The highest grade is 6 and the lowest 1. As a general rule, the grade scale also includes half-grades.

<sup>3</sup> An assessment receiving a grade of 4 or higher is deemed passed.

Repetition of modules in general

§ 27. <sup>1</sup> The program regulation specifies the rules on repetition.

<sup>2</sup> A binding booking is required to repeat a module.

<sup>3</sup> It is not possible to repeat a passed module or a definitively failed module; this also applies if the module is offered in the scope of a different study program.

<sup>4</sup> There is no general entitlement to immediately repeat a module.

Repetition of compulsory modules

§ 28. <sup>1</sup> Failed compulsory modules at assessment level may be repeated once.

<sup>2</sup> Failed compulsory modules at advanced level may be repeated twice.

<sup>3</sup> Failed compulsory modules at Master’s level may be repeated twice.

<sup>4</sup> If all repeat attempts result in a failing grade, the compulsory module is deemed failed. This results in a definitive exclusion from studies in accordance with § 33 and a ban in accordance with § 34.

Repetition of core elective and elective modules

§ 29. <sup>1</sup> Failed core elective and elective modules may be repeated in accordance with the maximum number of failed attempts/options for repetition defined in the program regulation; failed core elective and elective modules may also be substituted. Repetition of elective modules is only possible if the module is offered again.

<sup>2</sup> If the maximum number of failed attempts is exceeded, this results in a definitive exclusion from studies in accordance with § 33 and a ban in accordance with § 34.

§ 30.<sup>1</sup> Academic misconduct is constituted by fraudulent or dishonest action. This particularly includes bringing or using unauthorized aids, communicating with third parties during an assessment, as well as submitting plagiarized work or a written examination/paper completed by another person. Academic misconduct

<sup>2</sup> In cases of academic misconduct as defined in para. 1, the Vice Dean for Studies rules an assessment as failed and declares any issued transcript of records null and void. Moreover, the Faculty Assembly revokes any degree already conferred. All documents and diplomas issued after the act of academic misconduct are duly confiscated.

<sup>3</sup> The Faculty Council decides on the initiation of disciplinary proceedings.

<sup>4</sup> The Faculty Council may introduce suitable measures in advance to prevent academic misconduct.

§ 31. The right to inspect documents is based on Art. 29 para. 2 of the Federal Constitution<sup>4</sup>. According to this provision, the right to inspect documents may be restricted in connection with examinations if this is justified by confidentiality interests worthy of protection. Inspection of examination documents

§ 32.<sup>1</sup> At the end of every semester, all passed and failed modules are registered in a transcript of records. Academic achievement completed outside UZH is designated accordingly. Transcript of records

<sup>2</sup> The transcript of records is issued in German. An English translation is provided.

## **B. Exclusion from Studies and Ban**

§ 33. If a compulsory module has received a definitive failing grade in accordance with § 28, or if the maximum number of failed attempts in accordance with § 29 has been exceeded, the Faculty Assembly decrees a definitive exclusion from the relevant study program/the relevant degree program. Definitive exclusion from studies

§ 34. A definitive exclusion from a study program in accordance with § 33 also results in a ban at all academic levels for the relevant study program at UZH as well as for study programs at UZH deemed similar by the faculty. Ban



## 4. Section: Degree Programs

### A. Bachelor's Degree Program

Program outcomes § 35. The Bachelor's degree program equips students with a basic academic education and the ability to apply scholarly methodology.

Structure of the Bachelor's degree program § 36. <sup>1</sup> A Bachelor's degree program consists of 180 ECTS credits (single major). This corresponds to six semesters of full-time study (regular duration of study).

<sup>2</sup> The program regulation defines the curricular part of the study program.

<sup>3</sup> The Bachelor's degree program is divided into an assessment level (60 ECTS credits, two semesters), followed by an advanced level (120 ECTS credits, four semesters).

Early attendance of advanced-level modules § 37.<sup>5</sup> Students who have passed all assessment-level modules except one may already book advanced-level modules. However, until the last assessment-level module is passed, a maximum of 18 ECTS credit worth of modules may be booked.

Bachelor's thesis § 38. <sup>1</sup> During the Bachelor's degree program, a Bachelor's thesis worth six ECTS credits must be completed. The Bachelor's thesis counts as a compulsory module and is graded.

<sup>2</sup> The Bachelor's thesis must be written in German. The program regulation may provide for exceptions.

<sup>3</sup> Repetition of a failed Bachelor's thesis follows the procedures defined in § 28 para. 2.

<sup>4</sup> The program regulation regulates the details, especially the formal requirements, supervision, evaluation procedures and the options for revising the final version of the Bachelor's thesis.

<sup>5</sup> Group projects are not permitted. Bachelor's theses as part of moot courts or Model United Nations are excluded from this rule.

Early attendance of Master's-level modules § 39. Bachelor's students who have obtained at least 150 ECTS credits at the Faculty of Law can take as many Master's modules in advance as they want. Work on the Master's thesis may only begin in the Master's degree program.

### B. Master's Degree Program

Program outcomes § 40. The Master's degree program equips students with in-depth subject knowledge and the skills required to independently conduct scholarly research, while also preparing them for professional life.

§ 41. <sup>1</sup> The study programs at Master's level are either consecutive or specialized. The corresponding provisions of the VZS apply.

Consecutive and specialized Master's degree programs

<sup>2</sup> The program regulation regulates the specific admission requirements for the specialized Master's study programs.

§ 42. <sup>1</sup> A Master's degree program consists of 90 ECTS credits. This corresponds to three semesters of full-time study (regular duration of study).

Structure of the Master's degree program

<sup>2</sup> The following structures and combinations are possible within the Master's degree program:

- Single-major study program worth 90 ECTS credits
- Major study program worth 90 ECTS credits in combination with a liberal arts option worth 30 ECTS credits

<sup>3</sup> The program regulation defines the curricular part of the study program.

§ 43. <sup>1</sup> During the Master's degree program, a Master's thesis worth 12 ECTS credits must be completed. The Master's thesis counts as a compulsory module and is graded.

Master's thesis

<sup>2</sup> Repetition of a failed Master's thesis follows the procedures defined in § 28 para. 3.

<sup>3</sup> The program regulation regulates the details, especially the formal requirements, language, supervision, evaluation procedures and the options for revising the final version of the Master's thesis.

<sup>4</sup> Academic achievement in the framework of a moot court or Model United Nations may be counted toward a Master's thesis. Paras. 1 to 3 apply accordingly.

### **C. Recognition and Transfer of Credit**

§ 44. <sup>1</sup> Recognition signifies proof of academic achievement and is recorded in the transcript of records.

Recognition and transfer of credit in general

<sup>2</sup> Transfer of credit signifies recognized academic achievement that is counted toward earning a degree. Transfer of credit occurs at the latest when the information is listed in the Academic Record (final transcript of records), after the petition to graduate has been submitted.

<sup>3</sup> Responsibility for delivering the documents necessary for a transfer of credit rests with the affected student.

<sup>4</sup> The agreement between the Swiss faculties of law on mutual recognition and transfer of academic achievement and on admission to a Master's program additionally applies.

Recognition of academic achievement

§ 45. <sup>1</sup> ECTS credits for academic achievement at UZH are automatically recognized.

<sup>2</sup> Recognition of academic achievement outside of UZH is possible if:

- a. The achievement is equivalent to academic achievement required by UZH
- b. The achievement is not a Bachelor's or Master's thesis

<sup>3</sup> The Vice Dean for Studies decides on recognition.

Transfer of credit toward a degree

§ 46. <sup>1</sup> Credit for recognized academic achievement is counted toward a degree if:

- a. The program regulation permits credit for the achievement to be transferred to a study program
- b. The achievement is equivalent to academic achievement in accordance with item a

<sup>2</sup> Academic achievement that cannot be transferred may be recognized.

<sup>3</sup> Before undertaking academic achievement outside UZH, a credit-transfer agreement must be concluded if no credit-transfer agreements with other institutions of higher learning or general credit transfer charts are in place.

<sup>4</sup> The Vice Dean for Studies decides on transfer of credit.

Transfer of credit for the same or similar modules

§ 47. Credit may not be transferred for modules with the same or similar content and requirements for academic achievement. The Vice Dean for Studies is responsible for deciding on the degree of similarity.

Superfluous modules

§ 48. <sup>1</sup> Credit is not transferred to a Bachelor's or Master's degree for superfluous modules. Modules for which ECTS credits are not transferred are nevertheless listed in the Academic Record as such.

<sup>2</sup> Superfluous modules are modules that, in accordance with the prevailing program regulation, are not required to attain the necessary number of ECTS credits in the relevant study program.

<sup>3</sup> Completed modules are considered for a transfer of credit in ascending chronological order.

<sup>4</sup> If credit cannot be transferred for all modules listed in accordance with para. 3, students choose which modules completed within the same semester are counted toward their final degree.

## D. Program Completion

§ 49. <sup>1</sup> Students must submit a petition to the Office of Student Affairs to receive their Bachelor's or Master's degree. The Office of Student Affairs reviews the petition to assess whether all requirements have been successfully fulfilled. Petition to graduate

<sup>2</sup> The earliest date to submit a petition to graduate is the semester after which all requirements stipulated in the framework ordinance and program regulation have been fulfilled.

§ 50. <sup>1</sup> The Bachelor's degree is conferred by the faculty after 180 ECTS credits have been earned, as stipulated in the framework ordinance and the program regulation. At least half of these must have been earned at the UZH Faculty of Law. Conferral of the Bachelor's degree

<sup>2</sup> The conferral of the degree is deemed complete upon issue of the signed diploma.

§ 51. <sup>1</sup> The Master's degree is conferred by the faculty after 90 ECTS credits have been earned (or 120 ECTS credits, including the liberal arts option), as stipulated in the framework ordinance and the program regulation. At least half of these must have been earned at the UZH Faculty of Law. Conferral of the Master's degree

<sup>2</sup> The conferral of the degree is deemed complete upon issue of the signed diploma.

§ 52. The Faculty Assembly is responsible for validating degrees. It may delegate this responsibility. Validation

§ 53. <sup>1</sup> The final degree is given a weighted overall grade that factors in the graded modules, with the exception of the modules for the liberal arts option, based on the weight of their ECTS credits. The weighted overall grade is determined using non-rounded original values. Weighted overall grade and distinction

<sup>2</sup> Calculation of the weighted overall grade is exact, with the results rounded to the nearest decimal.

<sup>3</sup> Grades are given on a scale of 1 to 6. The highest grade is 6, the lowest 1. An overall grade of 4 or higher is the prerequisite for successful completion of studies.

<sup>4</sup> The following distinctions are conferred for particularly good academic achievement (as determined by the weighted overall grade):

- a. 5.5 or higher: summa cum laude
- b. 5.0 or higher: magna cum laude

## **E. Final Records**

Final records § 54. Graduates will receive the following final records: the diploma, the Diploma Supplement, and the Academic Record (final transcript of records).

Diploma § 55. <sup>1</sup> The diploma bears the seals of the University and the relevant faculty as well as the signatures of the President of UZH and the Dean of the faculty.

<sup>2</sup> The diploma presents the weighted overall grade and the distinction earned.

<sup>3</sup> The diploma is issued in German. An English translation of the diploma is provided.

Diploma Supplement § 56. <sup>1</sup> The Diploma Supplement is a standardized description of the degree earned.

<sup>2</sup> It is issued in German and English.

Academic Record § 57. <sup>1</sup> The Academic Record (final transcript of records) contains a list of all academic achievements counted toward the degree as well as academic achievements that have been recognized but not counted toward the degree, including the evaluation of the achievement; in addition, the grades for the Bachelor's and the Master's thesis are given. Academic achievements completed outside UZH are designated accordingly.

<sup>2</sup> The Academic Record is issued in German. An English translation is provided.

## **5. Section: Legal Protection**

Legal protection § 58. <sup>1</sup> Newly entered academic achievements in the transcript of records, in accordance with § 32 para. 1, are subject to appeal to the Faculty Council. The appeal, in writing and specifying the grounds, must be lodged with the Faculty Council within 30 days of receiving the transcript of records. This decision is subject to further appeal.

<sup>2</sup> All other legal orders issued on the basis of this framework ordinance are subject to appeal.

<sup>3</sup> The Appeals Commission of the Higher Education Institutions of the Canton of Zurich is responsible for decisions on appeals.

## 6. Section: Transitional Provisions

§ 59. The following transitional provisions apply to students who began studying at the Faculty of Law before this framework ordinance came into force:

- a. The students will be subject to this framework ordinance from the start of the 2021 Fall Semester. They will switch to the corresponding degree program/study program with effect from the 2021 Fall Semester.
- b. From Fall Semester 2021, modules will no longer be offered and no repeat assessments will be conducted under the previous ordinance.
- c. Credit for academic achievements that were transferable under the previous ordinance will be transferred to the corresponding new degree/study program. The framework ordinances define the transfer options and regulate both the extent to which students have freedom to choose the modules still to be completed for their degree and which academic achievements must still be completed. If they have the freedom to choose, this shall apply up to and including Spring Semester 2024.
- d. For students on the Bachelor's degree program, § 37 only applies from Fall Semester 2024 onward.
- e. Failed attempts from before Fall Semester 2021 will no longer be taken into account. Definitive exclusions and bans will remain in force.

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<sup>1</sup> Noch nicht in Kraft.

<sup>2</sup> LS 415.31.

<sup>3</sup> LS 415.321.

<sup>4</sup> SR 101.

<sup>5</sup> Fassung gemäss URB vom 31. Mai 2021.