Universität Zürich[UZH]

Faculty of Law

# Information Event for Incoming  Mobility Students

## Welcome @ UZH

Julia Janovskaja, Coordinator Exchange Programs

17th of February 2026

# Information and Rules for this Welcome Event

— The presentation will not be recorded or published as a podcast on our website.

— The slides of this presentation will be published on our website.

— **Q&A** after the presentation.

— If you have individual questions after the info session, kindly make use of the consultation hours or contact us via contact form.

Welcome **Apéro** after the presentation on the ground floor in the «Lichthof».

# Agenda

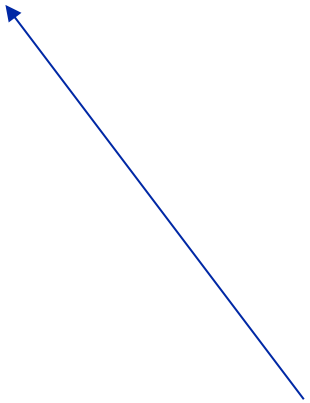
1. General Information
2. Contacts
3. Courses
4. Module Booking
5. Assessments - Exams
6. Transcript of Records
7. The Law Library
8. Selected Services UZH/ETH ZH
9. Questions and your Feedback

# General Information

# 1. General Information – Registration at UZH and Communication

- All exchange students are obliged to enter and update their email address and mobile phone number in the UZH student portal
- Communication from the Faculty of Law and the University of Zurich via UZH email address only

name.surname@**uzh.ch**



# Contacts

# 2. Contacts –Administration / Login

For enrollment at UZH, download of the documents such as Learning Agreement in Mobility Online, scholarships, student cards, visa, housing, health insurance etc.:

International Mobility :
Global Student Experience Office (GSE): GSE Incoming Team
Email

Swiss Mobility (Unimobil):
Student Administration Office UZH: Mr. Gerd Bordon
Contact form

For both groups
**Problems with login:**
IT Services

IT Services

# 2. Contacts – Study / Faculty Specific Matters

For questions related to courses, proof and signature of Learning Agreements, module booking etc.:

**Julia Janovskaja**
University of Zurich
Faculty of Law
the Office of the Vice Dean of Studies
Student Center
Rämistrasse 74/2
8001 Zurich

Contact form

Consultation hours Mobility: **Wednesday 09:00h – 12:00h** (online – prior booking required!)

# 2. Contacts – Course content

For questions regarding the content of lectures and exams as well lecture-specific information:

- Professorial chairs

- Various materials related to the lectures (lecture notes, slides, podcasts, books etc.) are published on the websites of the professorial chairs

# Courses

# 3. Courses – Study Programs

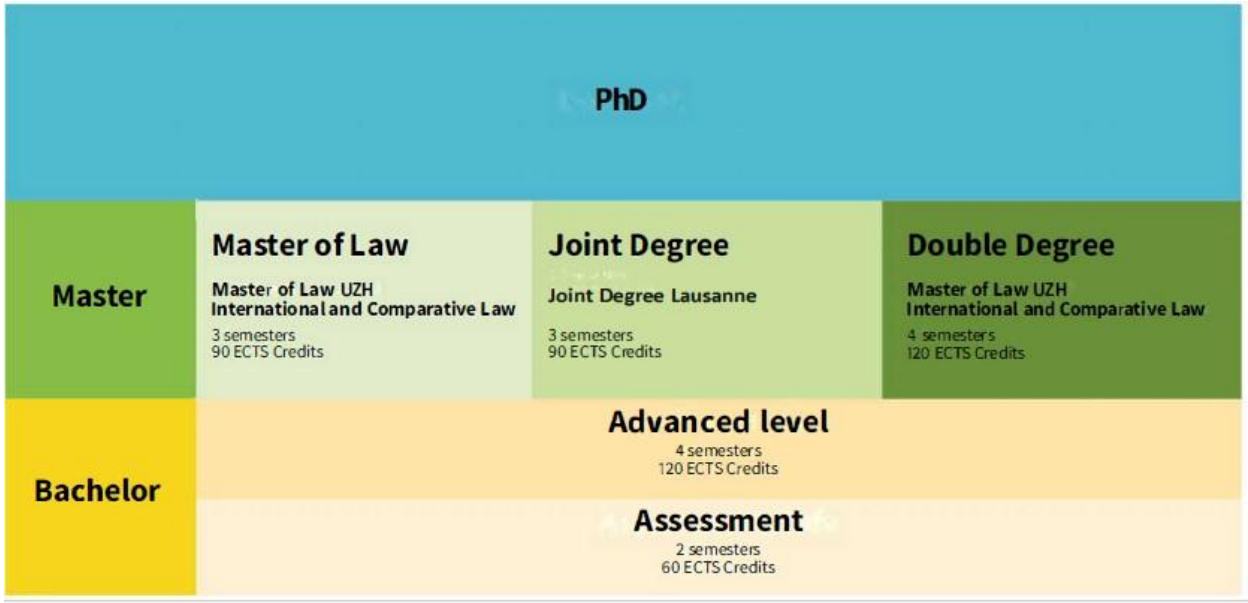
- **PhD program**
  (German or English)

- **Master of Law UZH** (mainly in German)
  **International and Comparative Law** (completely in English)

- **Joint Degree Université de Lausanne**

- **Double Degree Master's Programs**
  two semesters at UZH, two semester at the partner institution
  (either mainly in German or completely in English)

- **Bachelor of Law UZH**
  (in German)



# 3. Courses – Module types / Deadlines

| | |
|---|---|
| **Non space restricted modules** (Booking modules) | **Booking period:** 14.01.26 (10:00hrs) – 10.03.26 (24:00hrs)<br><br>**Cancellation period until**: 24.03.26 (24:00hrs) |
| **Space restricted modules** (request and application modules) | **Request period:** 14.01.26 – 27.01.26 (24:00 hrs)<br><br>**Waiting list progression period:** 31.01.26 (22:00hrs) – 12.02.26 (24:00hrs)<br><br>**Cancellation period:** 31.01.26 (22:00hrs) – 15.02.26 (24:00hrs) |

More information on the booking/cancellation deadlines can be found here.

**Two types of exams:**
Regular exams
Mobility exams

# 3. Courses - Which module can you choose?

- Regardless of your enrollment (BLaw or MLaw program):
  - All Bachelor modules offered at Faculty of Law UZH (not recommended for Master's students)
  - All Master modules offered at Faculty of Law UZH

- You may devise your study plan any way you see fit. No regulations defined by the Faculty of Law UZH:
  - No minimum number of ECTS credits → Recommendation of **12 ECTS credits per semester**
  - No module requirements
  - Exchange students are **not eligible to write a Bachelor or Master Theses** and therefore to attend a seminar.

- You are responsible for arranging your own lecture and examination schedule without any clashes.

- **Modules offered by other faculties**: Please contact the respective departmental coordinators directly. The Student Center cannot book modules from other faculties for you.

# 3. Courses – What, Who, When and Where?

1. Online Course Catalogue

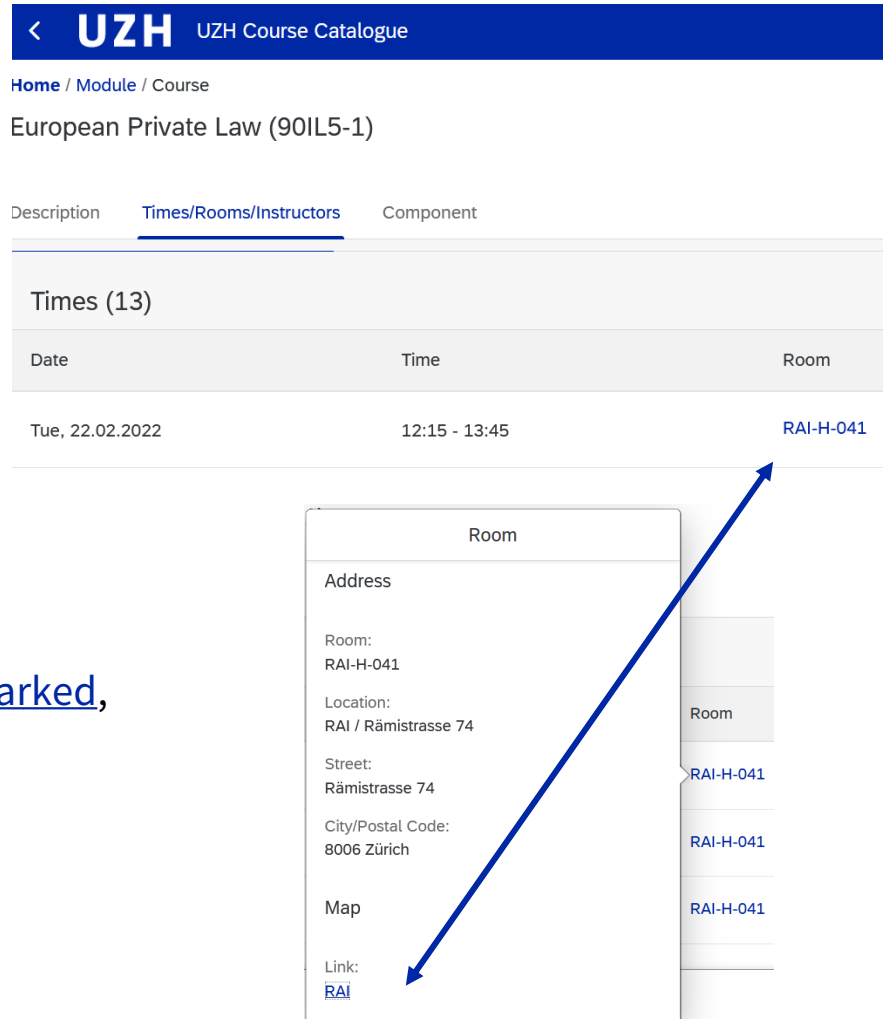
2. Change language and semester in the upper right corner

3. Enter the title of the module (search option), e.g.
   European Private Law

4. Click on the module title

5. Click on «Times/Rooms/Instructors», you can see where and when the course takes place.

6. Click on the room (e.g. «RAI-H-041») and then on the link (e.g. «RAI»)
   You will be directed to a map, where the different University buildings are marked, so you can easily find them.



# 3. Courses – Where to find the Course materials?

**Where are course materials published?**

- Course materials are published either
  - on the website of the responsible chair, or
  - on a separate platform (e.g. **OLAT**).

**How to find the materials (recommended steps):**

1. Look up the course in the **course catalogue**.
2. Visit the website of the **professorial chair responsible for a course.**
3. Check the information provided on their website for the specific course.

# 3. Courses – OLAT

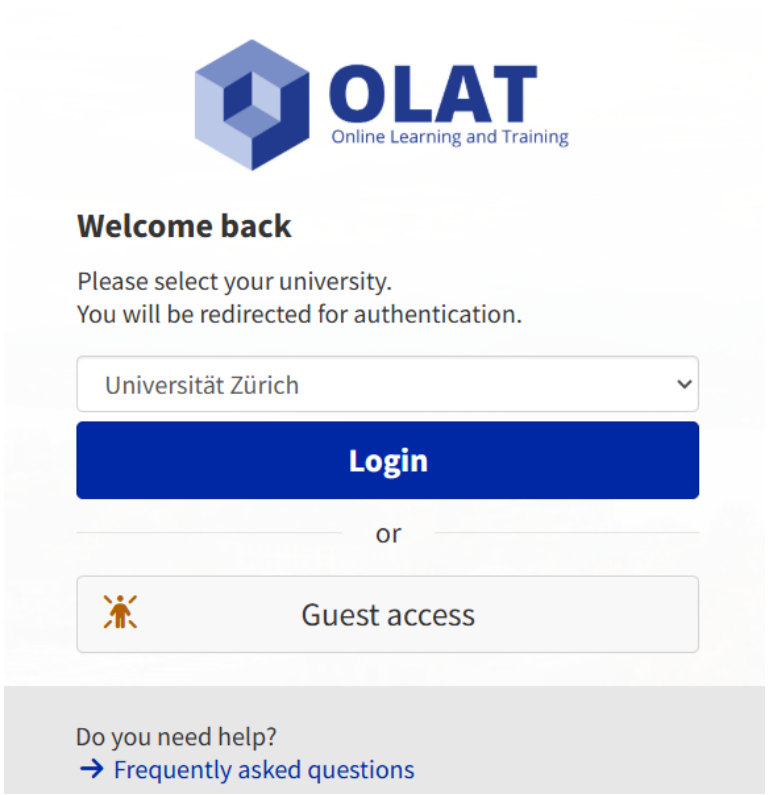
OLAT is an online platform used by many professors to provide course materials *(e.g. slides, mandatory readings etc.).* Some lecturers may even ask you to upload assignments on OLAT.

**Access**

- Log in using your **UZH email address**
- Course links are usually provided on the **chair's website**

**Important note:**

Registering for a course on **OLAT is not binding**. OLAT registration **does not constitute official course or exam enrollment**.



# 3. Courses – Learning Agreement / Tentative Study Plan

- Alternatively, a Digital Learning Agreement (DLA) can be completed, following a similar process entirely within Mobility Online.
- All matters regarding the recognition of modules must be clarified with the home university.
  In Principle (with exceptions) the Learning Agreement does not serve as a basis for the recognition of modules completed at UZH.
- Any changes to the Learning Agreement must be approved and signed again by all three parties.

# Module Booking

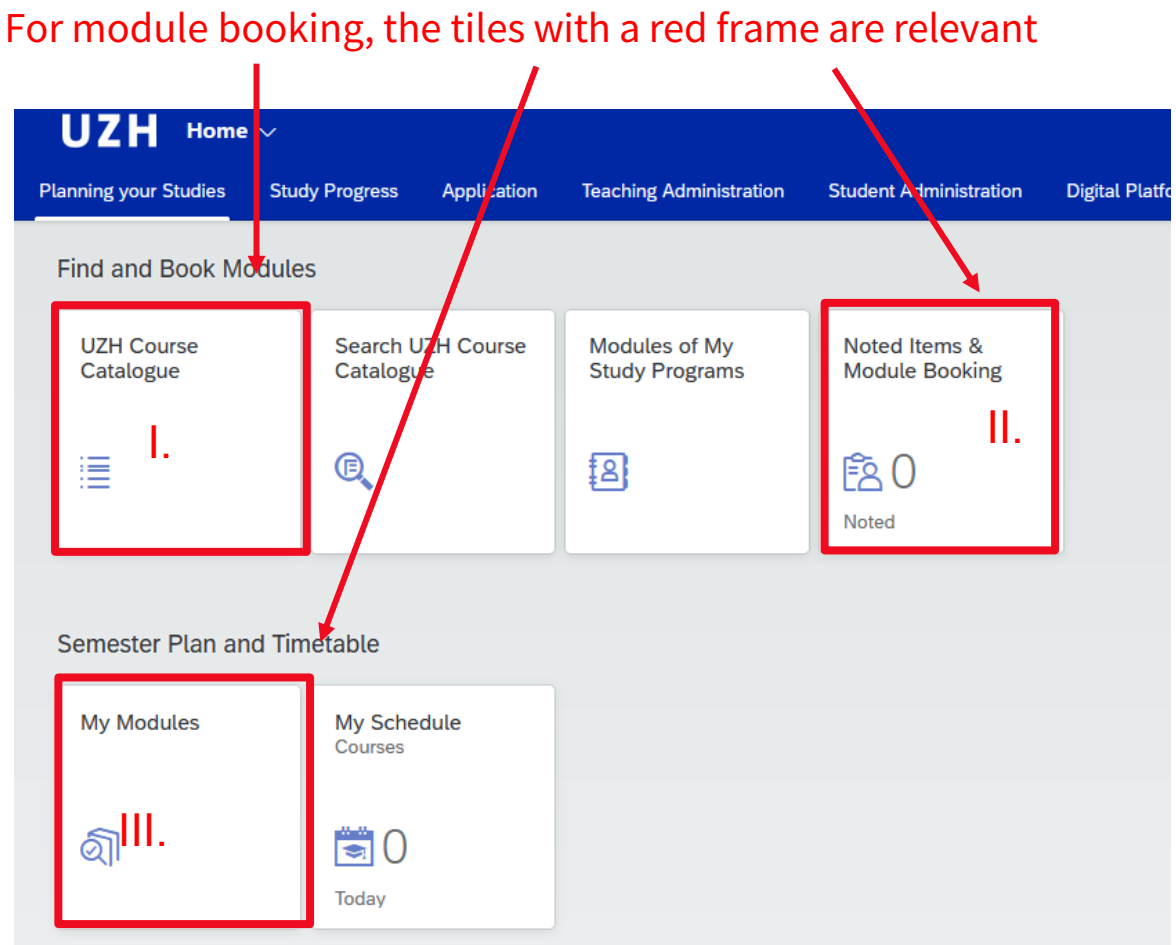
# 4. Module Booking: via Student Portal

Module booking videocast

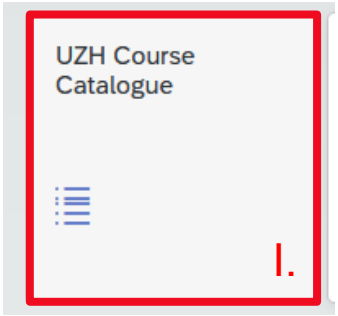
# 4. Module Booking: via Student Portal

[Instructions on Module Booking]

Module Booking and cancellation is done **via your** [Student Portal]



# 4. Module Booking




**Step 1: Select the desired modules by putting them on your list**

You can find modules in the course catalog by selecting:

- Faculty of Law
- Degree program Master of Law UZH (RVO 21)
- Study program Law
- Show modules by subject area or "Show all modules" for a complete overview

Add the desired modules  to your watch list by clicking on the star symbol (★)

| Module | Short module | Category | ECTS | Note |
|---|---|---|---|---|
| **Required Modules** | | | | |
| Case Studies in Public Law | 02SM90PM5 | Student Work | 3 | ★ |
| Tax Law I | 02SM90PM4 | Course | 3 | ★ |

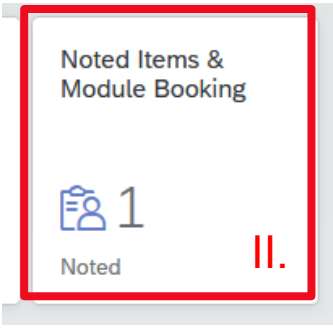
| | |
|---|---|
| Target Groups: | Pflichtmodul im Masterstudiengang der Rechtswissenschaftlichen Fakultät. |
| Languages: | Deutsch |
| Module Coordinator: | Felix Addor<br>Kerstin Noelle Vokinger |

Please make sure that the module is in the desired language by clicking on it and checking the «Languages» field

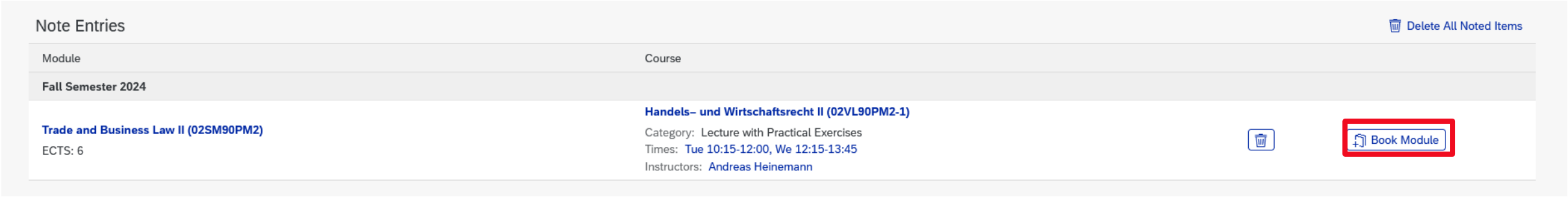
# 4. Module Booking

## Step 2: Booking Modules

- By using the UZH symbol in the upper left you can get back to the student portal.
- click then on the tile «Noted Items & Module booking».
- Then click on Book Module

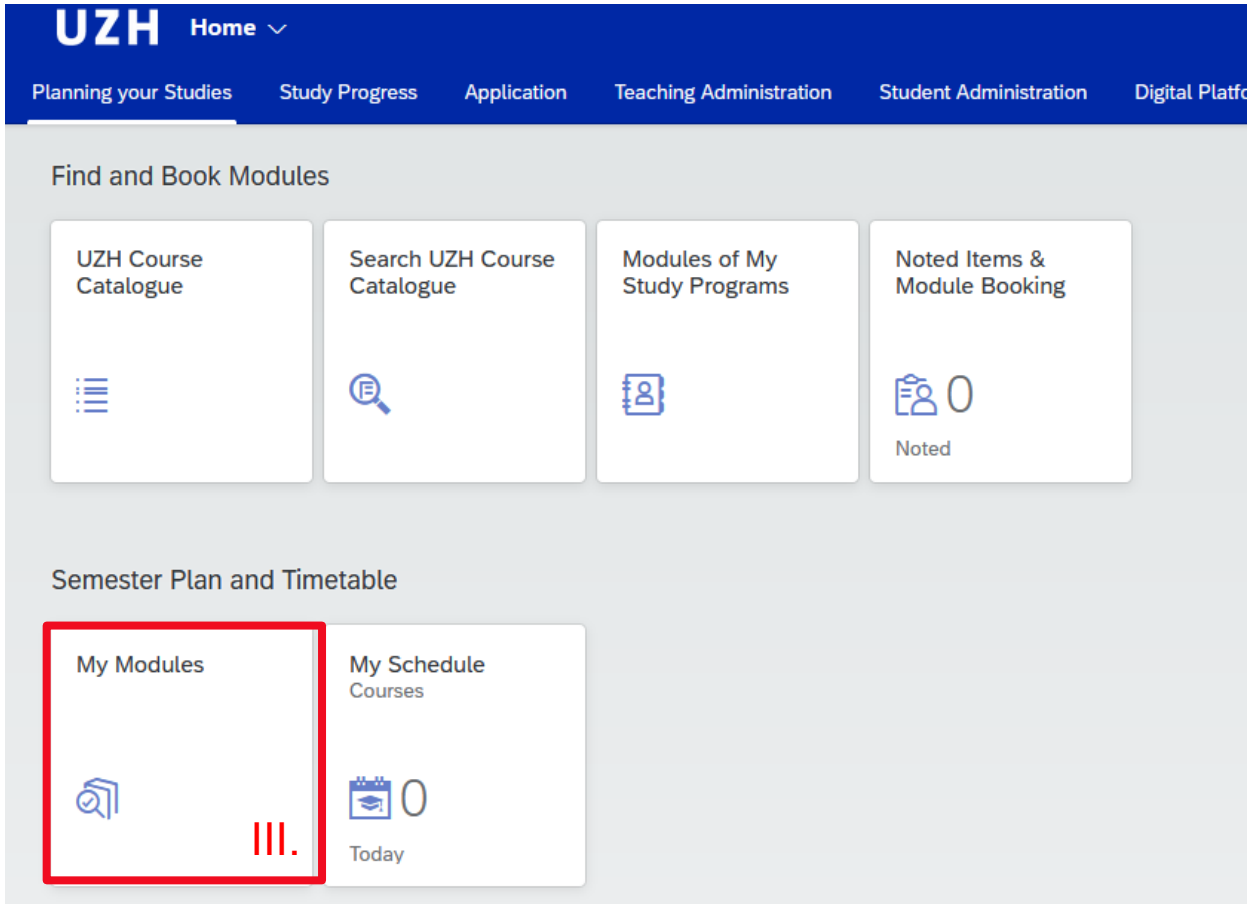



When a module is space-restricted, instead of the «Book Module» button, either «Request Module» or «Apply for Module»



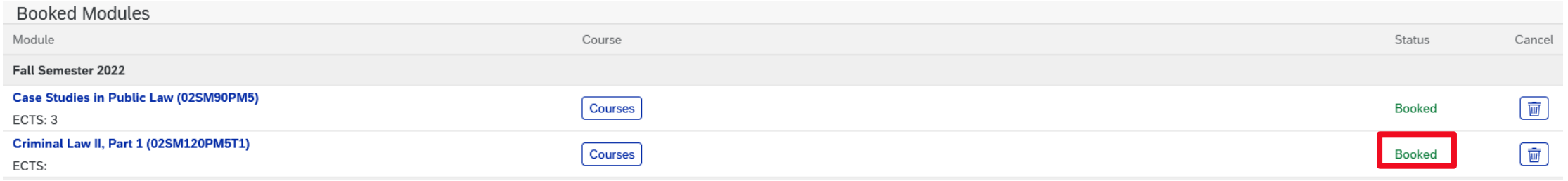
# 4. Module Booking

II. Booked or requested modules can be reviewed in the tile „My Modules“

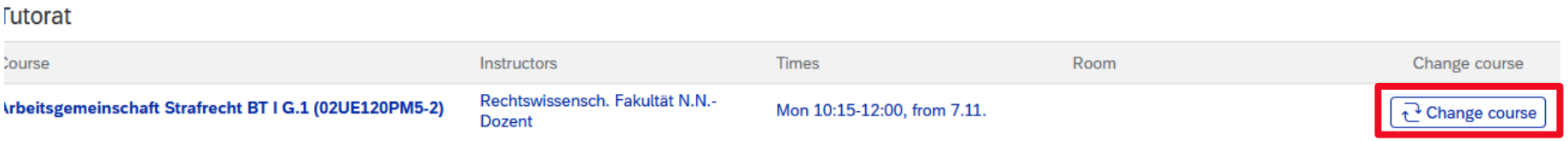


# 4. Module Booking

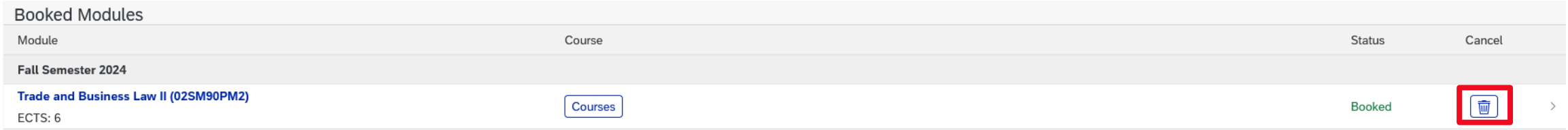
Booked modules have the status «booked»




The group can be changed during the booking period by clicking on «Courses» and then on «Change Courses»

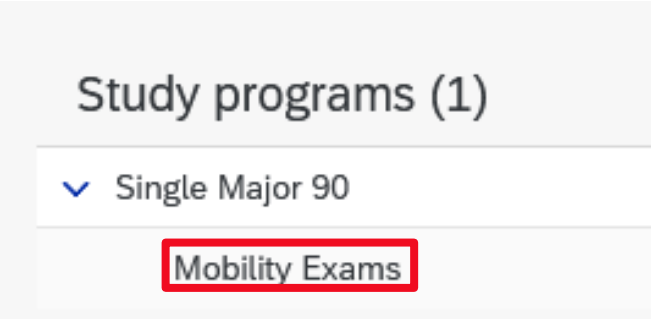


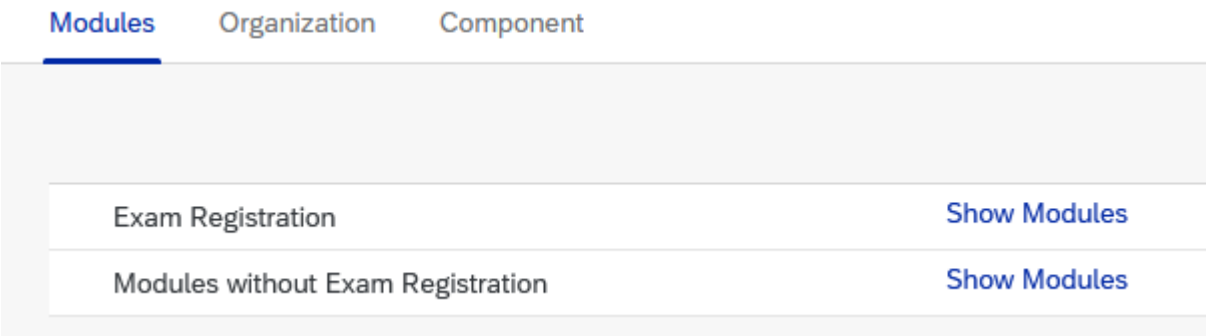

Until the cancellation period ends, modules can be cancelled by clicking on the trash can icon



# 4. Module Booking: Booking of Mobility Exams

Mobility Exams are listed in the course catalogue under «Further courses»

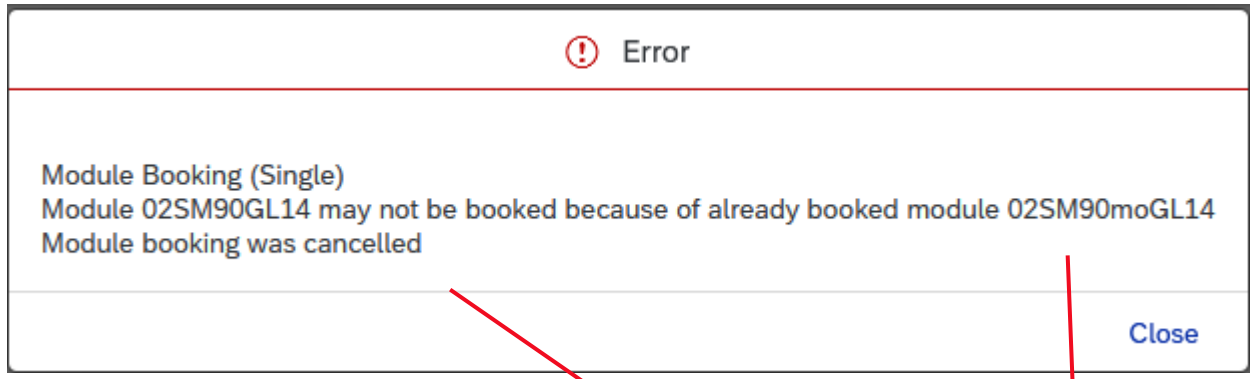



In some cases, registration for a mobility exam does only include registration for the exam itself, but not for the lecture. In such cases, a module from this group has to be booked in addtion. Only bachelor modules taught in German are affected by this. They have the category «Examination» instead of «Course» (see next slide).

# 4. Module Booking: Booking of Mobility Exams

**If a mobility examination is offered for a module: You can either register for the mobility examination or the regular examination in the same module – not both**




| | | | |
|---|---|---|---|
| Legal Theory | 02SM90GL14 | Course | 6 |
| Mobility Exam Legal Theory (MLaw) | 02SM90moGL14 | Course | 6 |

# Assessments

# 5. Assessments - Exams

- Two types of exams:
  1. **Regular exams**
  2. **Mobility exams**
- Module booking = examination registration

  **! You have to book a module in the same semester in which you want to take the examination.**
- Mobility exams are for exchange students of the Faculty of Law UZH only
- The final and exhaustive **list of mobility exams** in the spring semester 2026
- No mobility exam → sit the regular exam
- Mobility exams cannot be accredited to a degree at the UZH
- **Be aware**: If elective or core elective modules were completed during a mobility stay at UZH RWF, they cannot be recognized (again) towards any regular degree program at RWF upon subsequent admission (prohibition of double use). Mobility students remain enrolled in their study program at their home university during the mobility stay, thus academic achievements at UZH are not completed within the framework of a RWF study program acc. to § 44 (4) StudO RWF.

# 5. Assessments - Exams

- The following types of assessments are offered at the Faculty of Law UZH:
  - Regular written examinations
  - Regular oral examinations

    **Note**: At the end of an oral mobility examination the professor will tell you: passed or not passed, but not the grade.
  - Alternative assessment methods (papers, presentations etc.)

- Some professors may not have decided yet which type of examination they will offer.

  The definite form will be published after the end of the cancellation period.

  ! We recommend that you keep the entire examination period free **until five weeks after the cancellation deadline**.

# 5. Exams – Examination Periods Spring Semester 2026

**Regular exams: 15 June 2026 – 10 July 2026**

- Provisional as well as the definite examination dates will be published on these websites:
  - regular exam dates MLaw
  - regular exam dates Blaw
  - mobility exams dates can be found on the website of the professorial chairs
- Please note that assessments may be scheduled **outside** the regular examination period (for e.g. during the semester or at the end of the lecture period). There are no provisional dates for these assessments.

**Attention:**

- Make sure not to book modules whose exams take place at the same time.
- It is possible that you have more than one exam on the same day.
- We strongly recommend you to keep yourselves available during the entire examination period.
- Check the website regularly for updates.

# 5. Assessments – Further Information

- **Exam deregistration:** After the end of the cancellation period only in case of **illness or other compelling, unpredictable and unavoidable circumstances**
  - The withdrawal request as well as the relevant evidence must be submitted through the student Portal via the button "My Requests".
    - Withdrawal requests made by email will not be accepted and are not valid.
    - Add a medical certificate or other supporting documents.
  - The candidate of an oral exam mus also inform the respective chair of his/her withdrawal.
  - Submit your request **no later than 5 business days after the missed examination**
    For mor information see → Instructions

- **Permitted aids during exams**: The permitted aids for each written exam are newly defined each semester and published on the websites of the respective semester.

  MLaw Spring 2026
  BLaw Spring 2026

- **Fact Sheet on Assessments of the Faculty of Law**

# Transcript of Records

# 6. Transcript of Records (ToR)

The **official Transcript of Records** for spring semester 2026 will be available **electronically** in your Student Portal: **calender week 38, 2026**

Delivery Transcript of Records

**Early grading is not possible**

# The Law Library

# 7. University Library Law

- The University Library Law is a **reference library** with very restricted lending.
- About 500 workplaces
- Study and work places available: Prior reservation is recommended.
- More specialised legal reference libraries

# Selected Services UZH/ETH

# 8. Selected Services - Overview

**Selected services UZH / ETH:**

Legal aid office VSUZH (REBEKO)

Career Services UZH

Psychological Counseling Services UZH/ETH

Disability Office

UZH NOW App

**Selected professional groups:**

See logos on this slide

More information about the services can be found in the information brochure

# Questions

# 9. Thank you for your feedback!

# Thank you for your attention!

Enjoy your studies at the Faculty of Law UZH!