



Universität  
Zürich<sup>UZH</sup>

Faculty of Law



# Information Event for Incoming Double Degree Students

Welcome @ UZH

MLaw Deborah Rhyner, Coordinator Master's Degree and Double Degree

30<sup>th</sup> June 2025



# Information Regarding this Event

- The presentation will not be recorded
- 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 Event and Apéro in the first week of course period (17/09/2025, 14:00 – 15.30)



# Agenda

- General Information
- Contacts
- Important Documents
- Program Outline and Study Program
- Module Booking
- Exams
- Questions

# General Information

# Registration and Arrival

The Admission Office of the UZH is responsible for handling your matriculation. Please follow the steps below carefully:

## 1. Confirm Your Arrival and Address

- Use the [contact form](#) of the Admission Office to confirm your arrival date and provide your Swiss address where you can receive postal mail.

## 2. Semester Fee Payment

- You will receive your invoice for the semester fees online. Please pay the invoice as soon as possible.

## 3. Documents Sent by Post: Once UZH has received your payment, the following documents will be sent by post to your Swiss address:

- Proof of Matriculation Voucher
- UZH Student Card

Please note: Delivery can take **up to two weeks** after payment is confirmed.

## 4. Accessing Your UZH Account: You will also receive your UZH login credentials (shortname and password) via the online application portal. With these credentials, you can:

- Book your modules
- Access course materials
- Use other UZH digital services

# Intensive Course German

- If you are interested in learning German:
  - German intensive courses are offered by the Sprachzentrum UZH at the beginning of the fall semester
  - Cannot be counted towards the Double Degree Master's Program
  - Registration via [their website](#)
  - Enrollment possible from **30.06.2025 (from 09:00) until 04.07.2025**

[sprachzentrum.uzh.ch/apps/symfony/kursanmeldung/en/courses?targetgpId=zielgruppe:studentUZH&sprachid=sprache:deutsch\\_daf&xlang=1](https://sprachzentrum.uzh.ch/apps/symfony/kursanmeldung/en/courses?targetgpId=zielgruppe:studentUZH&sprachid=sprache:deutsch_daf&xlang=1)

# Contacts

# Contacts – Study/Faculty Specific Matters

## Student Center, Faculty of Law

### – Student Center:

- For study-related, organisational questions (planning the studies, module booking, recognition and transfer of credits, etc.)
- [Telephone consultations](#) (all topics, Wednesday 2 p.m. – 4p.m.)
- [Online consultations](#) (various topics)
- [Contact form](#) (written inquiries)

### – Contact Person within the Student Center:

- **MLaw Deborah Rhyner, Coordinator Master's Programs**
- Online Consultation: Wednesday 09:00h – 12:00h (prior [booking](#))



# Contacts - Further Sources of Information

## Student Center, Faculty of Law

— Further sources of information:

- [Contact Form](#)
- [Website MLaw Double Degree Study Programs](#)
- [Website Faculty of Law](#)
- [Dates and Deadlines](#)
- [Class schedules](#)
- [UZH Course Catalogue](#)
- [Legal Documents of the Faculty of Law](#)
- [Information on exams](#)
- [Exam archive](#)

# Contacts – Organisational/Administrative Matters

## UZH Student Services

### — **Student Administration Office UZH (Kanzlei)**

Change of degree and study program, leave of absence, withdrawal from the university, issuing the bills for the semester fees, and confirmations (e.g. enrollment status certificates) etc.

[Contact](#)

Phone 044 634 22 17 (Monday until Friday 9.30 – 12.30)

### — **Admissions Office UZH (Zulassungsstelle)**

Applications to all Master's programs etc.

[Contact](#)

Phone +41 44 634 22 36 (Monday until Friday 9.30 – 12.30)

### — **Global Student Experience**

For organisational questions regarding your stay and life in Zurich.

[Contact](#)

Phone +41 44 634 20 28 (Rosina Korschildgen)

### — **IT Services UZH**

Technical issues (login student portal etc.)

[Contact](#)

# Contacts – Course Content, Lecture Related Materials

## Chairs

- For questions regarding the content of lectures as well as for further lecture-specific information you can consult the chair of the lecturer
- Various materials related to the lectures (lecture notes, slides, podcasts etc.) are published on the websites of the chairs
- You can find a list of all the chairs [here](#)

<https://www.ius.uzh.ch/de/staff/professorships/alphabetical.html>

# Important Documents

# Important Documents



[Framework Ordinance for the Double Degree Master's Programs of the Faculty of Law, University of Zurich and the Foreign Partner Faculties \(RVO DD RWF\)](#)



[Program Regulation for the Double Degree Master's Programs at the Faculty of Law, University of Zurich and the Foreign Partner Faculties \(StudO DD RWF\)](#)



[Fact Sheet on Assessments of the Faculty of Law](#)

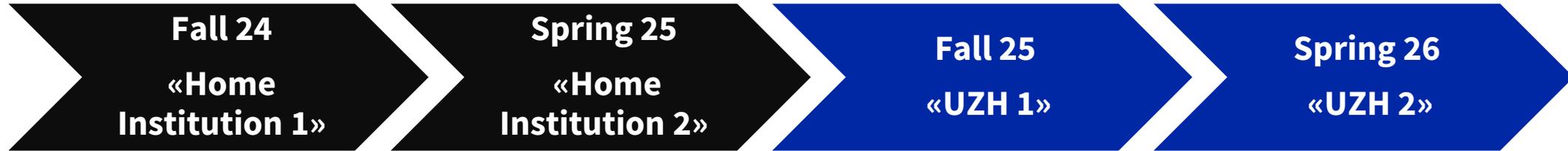


[Master's Thesis Agreement](#)

<https://www.ius.uzh.ch/en/faculty/rsjur.html>

# Program Outline & Study Programs

# Program Outline & Study Programs



## – Exceptions:

- **Université de Strasbourg:** The first two semesters are spent at UZH, the second two at the Université de Strasbourg
- **Doshisha University:** The first and the last semester are spent at Doshisha university, the study program starts in spring

# Program Outline & Study Programs

- The Faculty of Law UZH offers the following Double Degree study programs:
  - Master of Law UZH **Rechtswissenschaft** (mainly in German)
  - Master of Law UZH **International and Comparative Law** (exclusively in English)
- More information can be found in the [Program Regulation for the Double Degree Master's program](#)

# Program Outline & Study Programs

## Terminology

- **Module:** Course unit consisting of one or more courses (e.g. lectures and exercises), which may extend over one or two semesters.
- **Compulsory Modules:** Modules that are compulsory (i.e. mandatory) for all students
- **Core Elective Modules:** Modules that must be selected from predefined list of modules
- **Elective Modules:** Modules that can be chosen freely
- All compulsory and core elective modules are listed in the **Appendix of the program regulation**

# Program Outline & Study Programs

## Study Program MLaw UZH Rechtswissenschaften (60 ECTS)

Module	ECTS	Type
Foundations of Law	6	Core elective
Elective Modules	42	Various
Master's Thesis*	12	Compulsory

\*Students in the Double Degree Program with [Doshisha University](#): Master's Thesis at UZH must be written in English (also applies to Moot Court or United Nations Model)

# Program Outline & Study Programs

## Study Program MLaw International and Comparative Law (60 ECTS)

Module	ECTS	Type
Introduction to Swiss Law	6	Compulsory*
Foundations of Law	6	Core Elective
International Law	18	Core Elective
Comparative Law	12	Core Elective
Any other (English) Master's module of the Faculty of Law	6	Various
Master's Thesis	12	Compulsory

- **Incoming Students please note:** Your home university **may specify the study program** to be completed at the Faculty of Law UZH. Please refer to the regulations of your home university. Further information can be found in the program regulations of the Double Degree Master's programs.

\*Compulsory for students with a foreign Bachelor of Law and only offered in the fall semester! Students with a Swiss Bachelor of Law complete another English-language module of the Faculty of Law worth 6 ECTS Credits.

# Program Outline & Study Programs

Special rule for students in the Double Degree Program with **KU Leuven** (60 ECTS)

## Mlaw ICL

Module	ECTS	Type
Introduction to Swiss Law	6	Compulsory
Foundations of Law	6	Core Elective
International Law	18	Core Elective
Comparative Law	12	Core Elective
Legal Theory/ Legal Methods/Legal Sociology	6	Compulsory
Master's Thesis	12	Compulsory

## Mlaw Rechtswissenschaften

Module	ECTS	Type
Foundations of Law	6	Core elective
Elective Modules	36	Various
Master's Thesis*	12	Compulsory
Legal Theory/ Legal Methods/Legal Sociology	6	Compulsory

- Only “[Legal Theory](#)” is offered in the fall semester 2025 in English .
- We recommend you complete the Module “Legal Theory” in the fall semester, as it is **not yet clear** whether the modules «Legal Methods» and « Legal Sociology » will be taught in English in spring 2026.

# Program Outline & Study Programs

## Modules from other faculties

- **In general:** You are allowed to visit lectures and register for examinations offered by other faculties at UZH
- Modules offered by other faculties **will not be accredited** towards your Double Degree
- Please note that other faculties may have different booking and cancellation deadlines

# Program Outline & Study Programs

## Master's Thesis

- **All Double Degree students will have to write a Master's Thesis worth 12 ECTS (compulsory)**
- Students can write a Master's Thesis at any time **upon individual agreement** with a professor or **within a seminar**
- In each case, the «Master's Thesis Agreement» must be filled out



[Master's Thesis Agreement](#)

- Recommendation: Write your Master's Thesis in spring semester, start preparations in November/December at the latest
- If you want to visit a seminar, please note that you must register in the previous semester. Seminars offered in the spring semester 2026 will be [published online](#) in the beginning of October of 2025 at the latest.

<https://www.ius.uzh.ch/en/studies/during-studies/modules-records/thesis-papers.html>

# Module Booking

# Module Booking

## (Examination Registration)

- **Module Booking = Exam Registration**
- Only modules of the current semester can be booked
- Booking via student portal
- Participation in lectures without taking examinations is possible
  - Don't book modules you do not want to take the exam in
  - No credit points or confirmation of attendance can be awarded

# Module Booking

## Deadlines Fall 2025

You can find all the deadlines for module booking [here](#). The cancellation period of the Request- and Application modules **ends earlier** than the regular cancellation period.

### Non restricted modules

(Booking modules)

#### Booking period:

13.08.2025 – 07.10.2025 (24:00hrs)

#### Cancellation deadline:

21.10.2025 (24:00hrs)

### Space restricted modules

- **Request modules** are place limited modules. Places are allocated on the basis of place allocation criteria published in the course catalogue.
- **Application modules** are place limited modules. Places are allocated manually. If specified in the course catalogue, documents must be submitted. These can be uploaded during the application process.

#### Request period - spring semester 2025:

13.08.2025, 10 a.m. to 26.08.2025, 12 p.m.

#### Latest place allocation:

30.08.2025, 10 p.m.

#### Waiting list progression period (only for request modules):

30.08.2025, 10 p.m. to 11.09.2025, 12 p.m.

#### Cancellation period:

30.08.2025, 10 p.m. to 14.09.2025, 12 p.m.

<https://www.ius.uzh.ch/en/studies/general/booking-modules.html>

# Module Booking

- Open the Online Course Catalogue (<https://courses.uzh.ch/>)
- Log onto the course catalogue using the symbol in the upper right (UZH shortname and password)



- (Alternative log in via student portal, <https://studentservices.uzh.ch/>)
- If you have problems using your password please contact [IT Support](#)

- [Further Details](#)

# Exams

# Exams

- The following types of assessments are offered at the Faculty of Law UZH:
  - Regular written examinations
  - Regular oral examinations
  - Alternative assessment methods (papers, presentations etc.)
- Please make sure to book the module in which you want to take an exam/assessment
- Some professors may not have decided yet which type of examination they will offer. The definite choice will be [published](#) after the end of the cancellation period.
- Certain Master modules offer alternative assessment methods (e.g. written paper, presentations during the lecture period etc.)
- **Mobility exams are not available for Double Degree students!**

# Exams

## Examination Periods

- Examination period in the **fall semester** 2025: **CW 1 – CW 5**
- Examination period in the **spring semester** 2026: **CW 25 – CW 28**
  
- Please note that oral exams, written papers etc. do not need to be assessed in the regular examination period
  
- Provisional as well as the definite **examination dates** will be published on this [website](#)
  - Make sure not to book modules in which the exams take place at the same time!
  - We strongly recommend that you **keep yourselves available during the entire examination period**
  - Check the website regularly for updates (lastminute changes)

# Exams

## Repeating Assessment

- Compulsory modules can be **repeated twice**.
- Re-examinations for compulsory modules (but not Master's thesis) are offered in the following semester.
- Max. 8 failed attempts in the Core Elective and Elective Modules (joint maximum of failed attempts).
- Core Elective and Elective Modules can be repeated as many times as required, until the maximum number of failed attempts has been reached.
- Core Elective and Elective Modules can be substituted (you don't have to take the same module after failing the exam).

# Exams

## Exam Deregistration

- Exam deregistration after the end of the cancellation period is only possible 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
- The candidate of an oral exam must also inform the respective chair of his/her withdrawal
- Submit your request **no later than 5 business days after the missed examination (§§ 24 f. RVO RWF, §§ 28 ff. StudO RWF)**
- Add a medical certificate or other supporting documents
- More Information on Deregistration [here](#)
- [Instructions on the deregistration procedure for examinations \(PDF\)](#)

# Exams

## Transcript of Records

- Issued each semester
  - Fall semester 2025: February 2026
  - Spring semester 2026: September 2026
  
- Overview of all modules taken at UZH in a given semester (including failed attempts)
  
- Transcript of Records will be provided **electronically only** in the student portal, you will be informed by email when they are available for download

<https://www.students.uzh.ch/en/studyadmin/attestations/transcripts.html>

# Further Information

- [Website](#)
- [Handbook Incoming](#)
- [Contact Form](#)
- Consultation Hours
  - Wednesday, 09:00h – 12.00h, online ([prior booking](#) necessary)
- Ask now 😊





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## **Contact**

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Degree

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