Incoming Students Welcome Event

Welcome to the UZH Faculty of Business, Economics and Informatics
Agenda

18:30  Welcome and Introduction  
       Sandra Bachmann, International Relations Manager

18:35  Find your Way around the Faculty  
       Richard Müller, Departmental Coordinator

18:55  Stay in Touch  
       Sandra Bachmann, International Relations Manager

19:00  Meet your Buddy / Apéro
Our Team for Mobility and International Exchange

Richard Müller-Winter
Departmental Coordinator
mobility@oec.uzh.ch

Sandra Bachmann
International Relations Officer
sandra.bachmann@oec.uzh.ch

www.oec.uzh.ch/de/international
And who are you?
Academic Calendar
## Academic calendar

### Spring Semester 2023

<table>
<thead>
<tr>
<th>Category</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester</td>
<td>1 February – 31 July 2023</td>
</tr>
<tr>
<td>Lectures</td>
<td>20 February – 2 June 2023</td>
</tr>
<tr>
<td>Examination period</td>
<td>Week 1, 5 – 9 June 2023: course times 12:00 – 14:00, 18:00 – 20:00</td>
</tr>
<tr>
<td></td>
<td>Week 2, 12 – 16 June 2023: course times 08:00 – 10:00, 14:00 – 16:00</td>
</tr>
<tr>
<td></td>
<td>Week 3, 19 – 23 June 2023: course times 10:00 – 12:00, 16:00 – 18:00</td>
</tr>
</tbody>
</table>

Exact dates can be found in the online in the individual course descriptions: [courses.uzh.ch](https://courses.uzh.ch)
Course Catalogue and Course Booking
## Course Codes and Abbreviations

### Economics and Business Administration

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AOEC…</td>
<td>Assessment Economics and Business Admin.</td>
</tr>
<tr>
<td>BO…</td>
<td>Bachelor’s level</td>
</tr>
<tr>
<td>MO…</td>
<td>Master’s level</td>
</tr>
<tr>
<td>MDFOEC…</td>
<td>Specialized Master (MSc QF)</td>
</tr>
</tbody>
</table>

### Informatics

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AINF…</td>
<td>Assessment informatics</td>
</tr>
<tr>
<td>BI…</td>
<td>Bachelor’s level</td>
</tr>
<tr>
<td>MI…</td>
<td>Master’s level</td>
</tr>
</tbody>
</table>
Student Portal UZH (link)

Here you can:

- access and book your courses in the course catalogue
- create your personal schedule
- see your exam results
- download your Transcript of Records
- withdraw from exams
- change your address
Launchpad Instructions (link)

Student Portal UZH
Christine Brecciani, Universität Zürich
23 November 2016, 6 minutes, 7,652 views

Directly access the course catalogue, your schedule, or summary of credits. Plan and coordinate your studies: Import bookdata noted course to your private calendar. Receive notifications: You can receive notifications by e-mail when information on a booked course changes or when a new grade has been registered. A video clip with instructions on how to set up the Student Portal UZH shows how to add an icon to your home screen is available below and at www.student.uzh.ch. You can also work with the Student Portal UZH on your desktop of your personal computer or laptop.

Viewable by everyone:

Meine Ergebnisse
24 November 2016, 504 views

Mein Stundenplan
24 November 2016, 634 views

Das Studierendenportal der UZH
24 November 2016, 942 views

Das Studierendenportal der UZH auf dem Mobile...
24 November 2016, 696 views

My Results
24 November 2016, 513 views

My Schedule
24 November 2016, 507 views

The UZH Student Portal
24 November 2016, 1,271 views

Setting up UZH Student Portal on your Smartphone
24 November 2016, 2,077 views

More info on UZH
Help
Terms and Conditions

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Choosing Courses: good to know

– You are free to choose any courses offered by the faculty, but…

– please book courses corresponding to your level of studies only
  (if absolutely necessary: max. two higher level courses)

– You may book a maximum of two courses at ETH, amounting to no more than one third of your overall ECTS credits

– Certain seminars offer a limited number of places
  → a second application at the chair may be required
  → check online course catalogue and website of professor
Booking Courses

- Booking: Official registration for examinations
- Access: Student Portal ([link](#))
- Deadlines: Booking and cancellation
  starting on **18 January 2023**
  ending on **14 March 2023 at midnight**

→ Every booked course will appear on your Transcript of Records even if you do not attend or write the exam ("failed attempt")
Booking APP Instructions (link)

Central IT

New Module Booking from Fall Semester 2022

Instructions Module Booking

Below you find a short introduction to the functions available in the Module Booking apps for students.

* Instructions for Module Booking (PDF, 1 MB)

Video about the new Module Booking
Booking Courses: How to avoid pitfalls

- Do read the course description and make sure you comply with the requirements
- Book only courses on the appropriate level of studies
- Do not book more than 20-30 ECTS credits per semester
- Remember to cancel courses you do not want to attend
- Ask your Buddy all the nasty questions
Miscellaneous
Hand in Petition with Doctor’s Attestation

– If you cannot take an examination due to an illness or accident, you **must request to withdraw** from the related module in the Student Portal (“My Requests” tile).

– The request must be submitted no later than **five business days** after the examination date.

– All modules whose examinations take place during the duration of the inability to work will be canceled. [https://www.oec.uzh.ch/en/studies/general/petitions.html](https://www.oec.uzh.ch/en/studies/general/petitions.html)

– Individual repeat examinations for individual students are not permitted.
Transcripts of Records

- All students at UZH receive their transcripts of records in PDF format (in English and/or German). It lists all passed and failed modules, including ETH courses.
- It will be available for **Download in the Student Portal** from September 22, 2023.
- You can access the student portal up to four months after the end of the semester. If you need a transcript at a later point in time, please use the contact form provided by the Student Services website (link).
UZH NOW App

Your UZH day at a glance

- UZH ID/student card
  (for access to UZH sports venues, discounts in UZH cafeterias etc)
- Lecture schedules
- Public transport schedules
- Cafeteria menus
- UZH news
- UZH phone numbers
- Search for UZH campus locations,
  floor plans, lecture halls, etc.

https://www.app.uzh.ch/en.html
Incoming FAQ Website (link)

FAQ Incoming

1 QUESTIONS ABOUT PLANNING THE EXCHANGE SEMESTER

1.1 What possibilities are there for an exchange semester at UZH?

1.2 What shall I consider regarding financing, entry, living and working before departure?

1.3 Is a language certificate required?

1.4 How do I proceed if I want to come to UZH as a visiting student?

2 QUESTIONS ABOUT APPLYING FOR AN EXCHANGE SEMESTER

2.1 What is the application procedure if I come to UZH via a SEMI agreement and what application documents do I have to provide?

2.2 What is the application procedure if I come to UZH via a faculty-wide agreement and what application documents do I need to provide?

2.3 What are the application deadlines?
Be Part of our Community

facebook.com/uzh.oec

instagram.com/uzh.oec

linkedin.com/company/uzh-oec

mobility@oec.uzh.ch

Use #oecuzh to get featured
Become an Ambassador of the Faculty

Take over our Instagram Channel @uzh.oec

sandra.bachmann@oec.uzh.ch
Meet your Buddy
Meet your Buddy – Uni Tower K Floor

Don’t Forget your Present!
We wish you an inspiring experience!