Credit-Transfer Agreement for Mobility Students (Outgoing)

**1. Mobility student's information**

|  |  |  |  |
| --- | --- | --- | --- |
| Last name | Insert text here | First name | Insert text here |
| Student ID number | Insert text here | Program level | Choose element |
| Major program | Choose element | Minor program | Insert text here |
| Mobility program | Choose element | Mobility semester  (e.g., fall 2016) | Insert text here |

**2. Information on host university**

|  |  |  |
| --- | --- | --- |
| Name of host university | Exact designation, city/town & country | Insert text here |
| Semester dates at the host university (start of courses) | Dates of fall semester or spring semester or trimester 🡪 with link to official information | Insert text here |
| Number of weeks in a semester at the host university | Course session weeks 🡪 with link to official information | Insert text here |

**3. Legal and general notes**

* The current version of the program regulations serve as the basis of the credit-transfer agreement. You are required to be familiar with these documents.
* Any failed mobility semester modules whose credits have been determined in the credit-transfer agreement as eligible for transfer to a core elective or minor area, or to the INF or OEC elective areas, count towards the number of permitted failed attempts. Failed attempts at modules in the free elective area do not count, but appear on the transcript of records.
* 2/3 of ECTS credits must be earned at UZH in order to obtain a degree from the Faculty. Compulsory modules must be completed at the Faculty.
* Transferring external seminars toward a core elective area is possible upon prior review and approval by means of the credit-transfer agreement.
* The review can take up to four weeks.
* Please observe our website for information on how to clarify the eligibility for credit transfer and on how to have your credits transferred after your return (see index item “Credit-transfer agreement”: <http://www.oec.uzh.ch/en/studies/general/credits/exchange.html>).

**Credit-Transfer Agreement** of: First name and last name, Student ID number: Student ID number, Mobility semester (e.g., fall 2016): Semester

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Module name and code, if available**  🡪 Original title and any German or English translation | **Detailed information on the content of the program module**  🡪 **Link** directly to the course information OR 🡪 **Reference to document attached** to e-mail | **Program level (BA/MA)** | **Area for which the transfer of credits is being requested**  🡪 Elective or specific core elective area (e.g., BWL 1)  🡪 An application for a transfer of credits as an external seminar must be submitted | **Credits** awarded by host university\* | **Confirmation of transfer of credits**  🡪 Filled out by the Faculty  A transfer of credits as an external seminar will only be granted if explicitly confirmed here |
| 1. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 2. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 3. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 4. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 5. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 6. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 7. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |
| 8. | Module name (and code) | Content of program module | Choose BA/MA | Credit transfer area | Credits | Credit transfer confirmation |

\*If the host university awards original ECTS credits, these will be transferred 1:1. For all other cases, ECTS credits transferred to the Faculty will be calculated based on the average workload of the course attended as described in the official course information of the host university. The conversion of grades is handled by the Faculty under its current regulations (e.g., CRUS recommendations), with the official notification being sent after your return.

I, First name and last name, confirm the accuracy of my statements and that I am familiar with the underlying regulations and legal notes (item 3).

Comments of the mobility student

Insert text here

Comments of the Faculty of Business, Economics and Informatics

Insert text here

Supplements or modifications may only be submitted for review using the corresponding supplementary form until: Choose date (Faculty)

The credit-transfer agreement is only valid if dated and signed by the examination delegate. Date and examination delegate’s signature