



**WELCOME @ UZH**



**Information Event for Incoming Mobility Students  
21. February 2022**

## Information and Rules for this Information Event

- The presentation will be recorded and will be published as a **podcast** on our website.
- The students' questions will be recorded as well.  
By participating in the event, you **consent** to your statements being recorded and made available to other participants as a podcast.
- **Please wear a mask** during this event.
- **Q&A** after the presentation.
- If you have **individual questions** after the info session, kindly make use of the **office hours** or contact us via **contact form**.





## **Agenda**

1. General Information
2. Contacts
3. Courses
4. Exams
5. Timeline Spring Semester 2022
6. The Law Library
7. Selected Services UZH/ETHZH
8. Questions



# 1. General Information – Student Center RWF UZH

- **MLaw Letizia Lavizzari**  
Coordinator Exchange Programs and Info Events



- Contact Form: <https://www.ius.uzh.ch/en/studies/contact-form.html>
- Website Faculty of Law: <https://www.ius.uzh.ch/en.html>
- Website Mobility: <https://www.ius.uzh.ch/en/studies/mobility/international/uzh.html>



## 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**
- Link to the student portal: <https://sts.uzh.ch/adfs/ls/>
- Communication from the Faculty of Law and the University of Zurich via UZH email address only.



## 2. Contacts - Organisational/Administrative Matters

For questions regarding enrollement at UZH, student cards, visa, housing, mobility online etc.:

- CH-Unimobil:  
**Administration Office UZH:** Ms. Astrid Nanser  
Contact form: <https://www.students.uzh.ch/de/administration/email.html>
- International Exchange Programs (SEMP, Faculty Agreements)  
**Global Student Experience (GSE):** Ms. Ilaria Russo [incoming@int.uzh.ch](mailto:incoming@int.uzh.ch)
- Visiting (guest) students:  
**Global Student Experience (GSE):** Ms. Ilaria Russo [incoming@int.uzh.ch](mailto:incoming@int.uzh.ch)
- **Problems with login: IT Services**  
<https://www.zi.uzh.ch/en/support.html>



## 2. Contacts - Subject Related Matters

For questions related to courses, examinations, learning agreements etc.:

### **MLaw Letizia Lavizzari**

University of Zurich

Faculty of Law

Dean's Office

Student Center

Rämistrasse 74/2

8001 Zurich

Room: RAI-G-007

Contact form: <https://www.ius.uzh.ch/en/studies/contact-form.html>

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

Booking of consultation hours: <https://www.ius.uzh.ch/en/studies/general.html>



## 2. Contacts – Course content

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

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

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





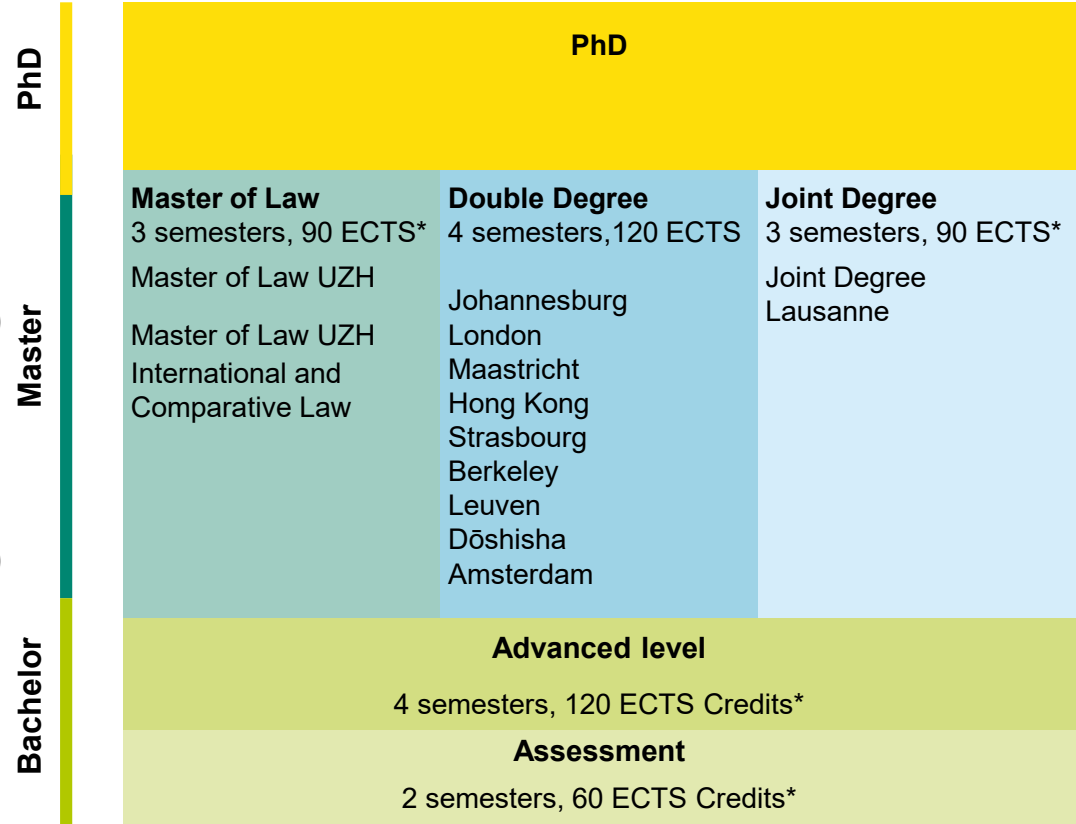
### 3. Courses - Teaching in Spring Semester 2022

- On-site teaching
- Masks are mandatory in all publicly accessible indoor rooms at UZH
- Whenever possible, large lectures and courses with little interaction will also be provided in a digital format (e.g. as **podcasts or live streams**).
- More information on **Corona Safety Measures**:  
<https://www.uzh.ch/cmsssl/en/about/coronavirus.html>  
<https://www.bag.admin.ch/bag/en/home.html>



### 3. Courses - Study Programs

- **PhD program**  
(German or English)
- **Master of Law study programs**  
(either mainly in German or completely in English)
- **Double Degree study program**  
two semesters at UZH, two semester at the partner institution  
(either mainly in German or completely in English)
- **Bachelor of Law study program**  
(in German)



\*1 ECTS credit represents 30 working hours



### 3. Courses – Where and when do they take place?

1. Online Course Catalogue: <https://courses.uzh.ch>
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 the website: <https://www.plaene.uzh.ch>

The screenshot shows the UZH Course Catalogue interface. At the top, there is a blue navigation bar with the UZH logo and the text "UZH Course Catalogue". Below this, the breadcrumb "Home / Module / Course" is visible, followed by the course title "European Private Law (90IL5-1)".

There are three tabs: "Description", "Times/Rooms/Instructors" (which is active), and "Component". Under the "Times/Rooms/Instructors" tab, there is a section titled "Times (13)". Below this is a table with columns for "Date", "Time", and "Room". One entry is visible: "Tue, 22.02.2022" at "12:15 - 13:45" in room "RAI-H-041".

A pop-up window titled "Room" is open, showing details for room "RAI-H-041":
 

- Address: RAI / Rämistrasse 74
- Room: RAI-H-041
- Location: RAI / Rämistrasse 74
- Street: Rämistrasse 74
- City/Postal Code: 8006 Zürich
- Map: (button)
- Link: [RAI](#)

 An orange arrow points from the "RAI" link in the pop-up window to the "RAI" link in the room list of the table above.



### 3. Courses - Study Plan: Which modules can you choose?

- Regardless of your enrolment (BLaw or MLaw program):
  - All Bachelor modules offered at RWF UZH (not recommended for Master's students)
  - All Master modules offered at RWF UZH
- One exception: **only 1 seminar per semester!**
- You may devise your study plan any way you see fit. No regulations defined by the RWF UZH:
  - No minimum number of ECTS credits
  - No module requirements
- We **recommend 12 ECTS credits per semester** as a minimum
- 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.



## 4. Exams – Spring Semester 2022

- BLaw: <https://www.ius.uzh.ch/de/studies/general/exams/bachelor/FS22.html>
- MLaw: <https://www.ius.uzh.ch/de/studies/general/exams/master/FS22.html>
- The examination method (oral or written exams) for regular exams will be definitely announced by the **end of April 2022**
- Published examination dates are **subject to last-minute changes**. Please check the above websites regularly!
- Certain Master modules offer **alternative assessment methods** (e.g. written paper, presentations during the lecture period etc.):  
[https://www.ius.uzh.ch/en/studies/general/exams/master/Spring-Semester-22.html#Alternative\\_assessment\\_methods\\_\(e.g.\\_presentations,\\_written\\_papers,\\_solution\\_of\\_cases\)](https://www.ius.uzh.ch/en/studies/general/exams/master/Spring-Semester-22.html#Alternative_assessment_methods_(e.g._presentations,_written_papers,_solution_of_cases))



## 4. Exams - Assessments

- Two types of exams:
  1. **Regular exams**
  2. **Mobility exams**
- Mobility exams are for exchange students of the RWF UZH only. Lecturers are not obliged to offer mobility exams and can limit the offer to non-native speakers or only if participation in the regular exam is not possible due to a good reason. Other restrictions are possible.
- No mobility exam → sit the regular exam
- You may retake a mobility exam once. The examiner is however not obligated to offer a re-examination
- Mobility exams cannot be accredited to a degree at the UZH



## 4. Exams – Module Booking/ Registration

### Module booking = examination registration

- You have to book a module in the same semester in which you want to take the examination
- Do **not** register by using the **official online booking tool of the University of Zurich**.
- 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



## 4. Exams – Internal Module Booking Tool for Exchange Students

- To register for exams, you must use the **internal online module booking tool** of the Student Center, available via this link: <http://www.elt.uzh.ch/mobmodule>
- The **online video tutorial** will show you how to book modules: <https://www.ius.uzh.ch/en/studies/mobility/international/uzh/bookingexams.html>
- Register for exams until

**Wednesday, 9 March 2022, 18:00h !**

- Only book modules in which you want to take an exam
- You can participate in lectures without taking exams – then you do not have to register. You will not receive credit points or confirmation of attendance.





## 4. Exams – Mobility Exams

- The final list of mobility exams on offer in spring semester 2022 is available on our website:  
<https://www.ius.uzh.ch/en/studies/mobility/international/uzh/bookingexams.html>
- No further mobility exams can be scheduled
- Provisional dates: **23.05. – 04.06.2022** (*subject to change*)



Mobility Examinations Spring Semester 2022

Course Title	ECTS	Study Level	Restrictions	Exam Type	Additional Information
Internationales Privatrecht	6	Bachelor	No	written	By Prof. Dr. Leander Loacker  NO RE-EXAMINATION OFFERED
Kriminaltechnik – Spurenkundliche Sachbeweise	3	Bachelor	No	oral	By Prof. Thomas Ottiker  RE-EXAMINATION OFFERED (in the same semester)
Rechtsphilosophie	3	Bachelor	Yes  Offered only for students who cannot attend the regular exams (proof required)	oral	By Prof. Dr. iur. Matthias Mahlmann  RE-EXAMINATION OFFERED (in the same semester)
Arbeitsrecht	6	Bachelor	No	oral	By Prof. Dr. Roger Zäch  NO RE-EXAMINATION OFFERED



## 4. Exams – Submission of Documents

- To register for regular examinations you do not need to submit any documents.
- To register for mobility examinations, the following documents may need to be submitted (if restrictions are set):
  - A high school diploma if the mobility examination is offered for non-native speakers only
  - Proof of why you cannot attend the regular examination, if required (clash with the semester dates of your home institution, internship etc.). Official proof only, so a confirmation letter from your coordinator or a work contract.
- The offer of **mobility exams in spring semester** and the restrictions set are available on our website: <https://www.ius.uzh.ch/en/studies/mobility/international/uzh/bookingexams.html>
- Please use the **internal online module booking tool** for submission of the documents: <http://www.elt.uzh.ch/mobmodule>



## 4. Exams - Cancellation

- Use the same link as provided for the examination registration:  
<http://www.elt.uzh.ch/mobmodule>
- Cancel exams until

**Wednesday, 9 March 2022, 18:00h**



## 4. Exams – Annulment after Cancellation Period

After the cancellation period a deregistration from exams is only possible in case of illness or other compelling, unforeseeable reasons.

- If you need to annul a **mobility exam**, follow the instructions on this website:  
<https://www.ius.uzh.ch/en/studies/general/exams/mobilitaet.html>
- If you are not able to attend a **regular exam**, follow the instructions on this website:  
[https://www.ius.uzh.ch/en/studies/general/exams/general.html#Illness\\_/absence\\_-\\_exam\\_deregistrations](https://www.ius.uzh.ch/en/studies/general/exams/general.html#Illness_/absence_-_exam_deregistrations)



## 4. Exams - Examination Periods Spring Semester 2022

- **Mobility exams: 23.05.- 04.06.2022** (provisional dates/subject to change!)
- Examination schedule for mobility exams will be online about 4 weeks before mobility exams start
- **Regular exams: 20.06.- 15.07.2022** (provisional exam period/subject to change!)
- You must inform yourself about date, time and place of the exams.
  - regular exam dates: <http://www.ius.uzh.ch/en/studies/general/exams.html>
  - mobility exam dates: <https://www.ius.uzh.ch/en/studies/general/exams/mobilitaet/FS22.html>
- **It is possible that you have more than one exam on the same day!**
- We strongly recommend that you keep yourselves available during the whole examination period.
- Overview of the semester dates:  
<https://www.ius.uzh.ch/en/studies/mobility/international/uzh/semesterdates.html>



## 4. Exams - Examination Regulations

- Mobility exams: **Fact Sheet on mobility examinations** at the Faculty of Law UZH  
[https://www.ius.uzh.ch/dam/jcr:00000000-454f-3c1e-0000-00000236ee3b/4.5.1.3\\_merkblatt\\_mobilitaetsstudium\\_rwf.pdf](https://www.ius.uzh.ch/dam/jcr:00000000-454f-3c1e-0000-00000236ee3b/4.5.1.3_merkblatt_mobilitaetsstudium_rwf.pdf)
- Regular exams: **Fact Sheet for regular examinations** at the Faculty of Law UZH  
[https://www.ius.uzh.ch/dam/jcr:fba0e7f1-4a66-4c40-a37a-733b52075087/4.1.3%20Merkblatt%20Leistungsnachweise\\_engl.pdf](https://www.ius.uzh.ch/dam/jcr:fba0e7f1-4a66-4c40-a37a-733b52075087/4.1.3%20Merkblatt%20Leistungsnachweise_engl.pdf)



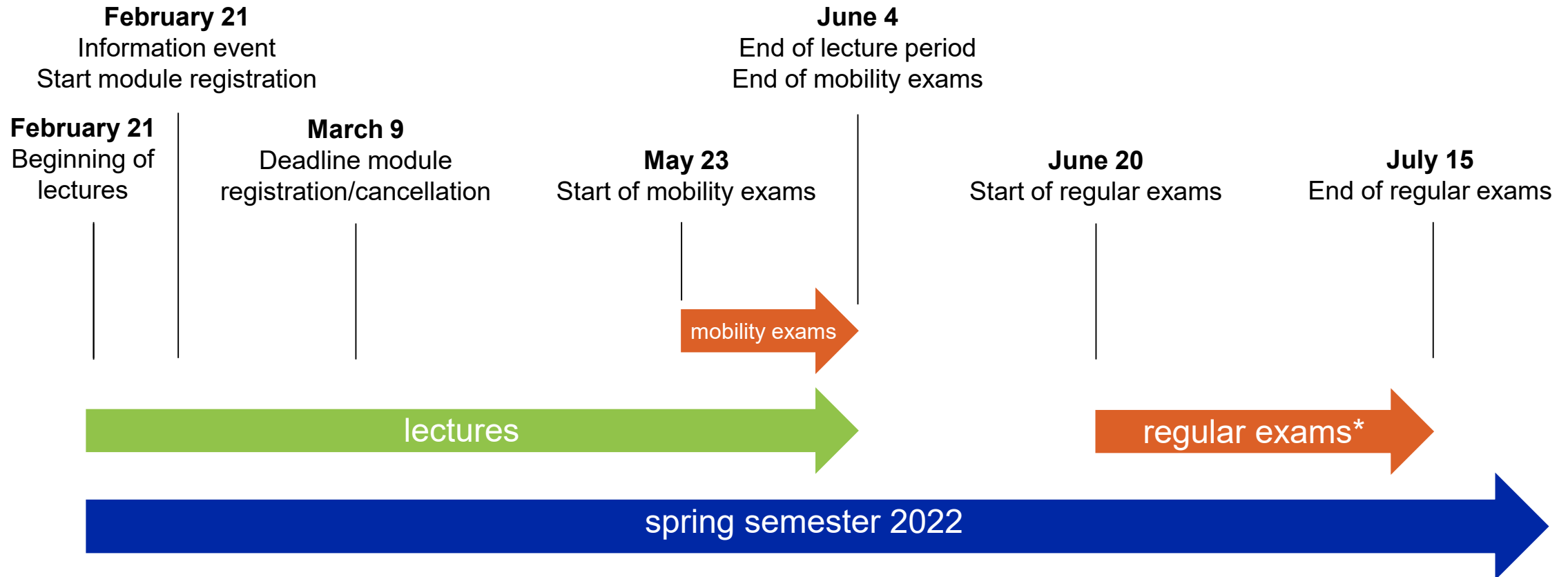
## 4. Exams - Transcript of Records (ToR)

- At the end of an oral mobility examination the professor will tell you: passed or not passed, but not the grade
- Publication of grades from the mobility examinations: 4-6 weeks after the mobility exams (at the latest)
- Publication of the grades from the regular examinations: **22.09.2022** (at the latest, date is provisional)
- The Transcript of Records will be available for download in your Student Portal: **23.09.2022** (at the latest, date is provisional)





## 5. Timeline Spring Semester 2022 – Important Dates



\*please note that regular exams can take place before this period



## 6. Law Library

- Specialised legal reference library: <https://www.ius.uzh.ch/en/library.html>
- About 500 workplaces
- Books can not be borrowed
- Study and work places available  
Prior reservation recommended: <https://www.ius.uzh.ch/en/library/booked.html>
- A **self-guided interactive tour** of the Law Library is available:  
<https://www.ius.uzh.ch/en/library/using/interactivetour.html>



## 7. Selected Services UZH / ETH - Overview

- **Career Services UZH**  
<http://www.careerservices.uzh.ch/>
- **Psychological Counseling Services UZH/ETH**  
<https://www.pbs.uzh.ch/en.html>
- **Legal aid office VSUZH (REBEKO)**  
<https://www.vsuzh.ch/angebote?lang=en>
- More information about the services can be found in the information brochure.



## 8. Questions - Where can I find information?

- **Website:** <http://www.ius.uzh.ch/en/studies/mobility/international/uzh.html>
- **Information brochure** for exchange students:  
[https://www.ius.uzh.ch/dam/jcr:d0bc5473-fef7-40c4-bb97-483e5850e549/information\\_brochure\\_mob\\_in\\_fs22\\_en.pdf](https://www.ius.uzh.ch/dam/jcr:d0bc5473-fef7-40c4-bb97-483e5850e549/information_brochure_mob_in_fs22_en.pdf)
- Ask via **contact form:**  
<https://www.ius.uzh.ch/de/studies/contact-form.html>
- Ask during my **consultation hours:**  
Wednesday, 09:00h – 12:00h, online  
[https://www.ius.uzh.ch/en/studies/general.html#Consultation\\_Hours\\_Student\\_Center](https://www.ius.uzh.ch/en/studies/general.html#Consultation_Hours_Student_Center)
- **Ask me now**  
I am happy to help you! 😊





**Thank you for your attention**

**Enjoy your studies at the Faculty of Law UZH!**

