



Universität
Zürich^{UZH}

Faculty of Business, Economics and Informatics



Outgoing Students Info Event

Information About Exchange Semester



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Introducing our OecMobility Team



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Global Student Experience UZH (GSE)



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OecMobility at a Glance



How?



Existing partnerships

- High-quality partner-universities in more than 30 countries
- Easier admission, application, credit transfer process



Free mover

- Freedom to choose from destinations without UZH exchange agreements
- Self-organized in regards to application, credit transfer, etc.



When?



Recommended periods for your mobility semester

- Bachelor: 5th or 6th semester (assessment year must be completed at the beginning of the exchange semester)
- Master: From the 3rd semester onwards (additional requirements must be completed at the beginning of the exchange semester)
- *Please take note that compulsory modules (including thesis) must be completed at UZH!*
- Credits can be transferred to your major and minor program (if yours is a faculty minor)

One application period per year: For fall 2024 and spring 2025 exchange semesters: Nov 1, 2023 – Jan 15, 2024



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Destinations



Where? More than 160 destinations all over the world!





Overview of the exchange programs and agreements



Europe

SEMP = Swiss-European Mobility Programme

Worldwide


FA = Faculty agreements (exclusively for students of the Faculty of Business, Economics and Informatics)

GU = University-wide agreements (open for all UZH students)


IS:link = international academic network for Informatics students



Which Universities can you choose from? [\(Link\)](#)



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Exchange possibilities | Experience Report

This portal enables you to search for available exchange possibilities according to selected criteria.


Preselection exchange possibilities - Outgoing - Student

Home institution: University of Zur...
Type of application: Incoming Outgoing
Type of person: Student Teacher / Staff
Program: <-- Select all -->
Study field (*): <-- Please select -->
Academic year (*): <-- Please select ...
Continent: <-- Select all -->
Country: <-- Select all -->
Partner institution: <-- Select all -->
Study level: Bachelor Master PhD

Close | Reset | Show details

Based on the selected restrictions **594** Exchange possibilities in **58** Countries, **321** Partner institutions and **57** Study fields are available.

Map





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Requirements and Procedures



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- a. Requirements
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- c. Language certificate
- d. Credit transfer
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General requirements

- Enrollment at UZH
- Good academic performance
- English language skills (usually level B2, sometimes C1, depending on host university requirements)
- Course offerings **relevant** for choice of partner university
- Possible further requirements set by the host institution (see websites)



General planning requirements

Plan your studies in advance

- Compulsory modules must be completed at UZH
- Credits can be transferred to our faculty Major and Minor study programs
- Credit transfer to a minor offered by another faculty has to be checked with the respective faculty

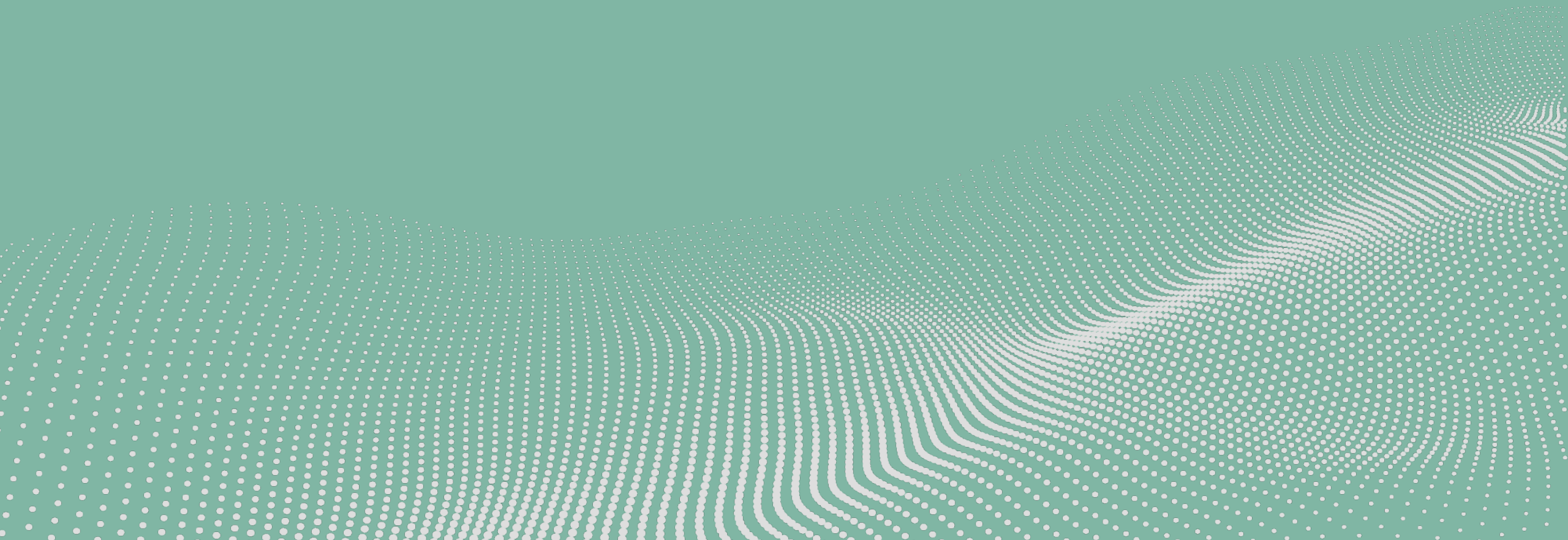
Recommended exchange periods

- Bachelor: 5th or 6th semester (assessment year must be completed)
- Master: From the 3rd semester onwards (additional requirements must be completed)

Most important planning tasks

- Look up semester dates, language of instruction and course offerings on host uni websites

Application procedures and documents





Application procedure

Deadline 15 January 2024

Planning of
Studies

Search for
suitable host
universities

Preparation of
documents

Upload of
Application

Feedback
Deans' Office

Nomination



Mobility Online application platform (registration and application links)

Please use the link below to apply for the 2024/2025 academic year:

- > [Mobility Online Registration](#)
- > [Mobility-Online Login \(to edit application\)](#)

Daten zum Studium

Land der Heimathochschule	<input type="text" value="Schweiz"/>
Heimathochschule	<input type="text" value="ZURICH01 - Universität Zürich"/>
Studienfach	<input type="text" value="<- Bitte Auswahl treffen ->"/>
Ist dies Ihr Haupt- oder Nebenfach?	<input type="radio"/> Hauptfach <input type="radio"/> Nebenfach *
Studienniveau während des Austauschs	<input type="text" value="<- Bitte Auswahl treffen ->"/>
Anzahl absolvierter Semester vor Beginn des Austauschstudiums	<input type="text"/> *

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Alle Felder, die mit (*) gekennzeichnet sind, müssen ausgefüllt werden.

Daten zur Bewerbung

Art der Person	<input checked="" type="radio"/> Student <input type="radio"/> Lehrende *
Art der Bewerbung	<input type="radio"/> Incoming <input checked="" type="radio"/> Outgoing *
Studienjahr	<input type="text" value="2017/2018"/>
Mobilitätsprogramm	<input type="text" value="Student Exchange - Studies"/>
Beginn des Austauschsemesters	<input type="text" value="<- Bitte Auswahl treffen ->"/>

Daten zur Person

Matrikelnummer (xx-xxx-xxx)	<input type="text"/>
Nachname	<input type="text"/>
Vorname	<input type="text"/>
Shortname	<input type="text"/>
Geschlecht	<input type="radio"/> Männlich <input type="radio"/> Weiblich <input type="radio"/> Transgender <input type="radio"/> Intersexuell *
Geburtsdatum (tt.mm.jjjj)	<input type="text"/>
Nationalität	<input type="text" value="Schweiz"/>
Muttersprache	<input type="text" value="Deutsch"/>
E-Mail-Adresse	<input type="text"/>
Die angegebene E-Mail Adresse wird das International Relations Office als Korrespondenz-Adresse verwenden (d.h. regelmässig prüfen, funktionierende Adresse + Änderungen mitteilen)	
Gleiche E-Mail-Adresse zur Prüfung	<input type="text"/>



Online-Application

- Application period opens on November 1, 2023
- All documents are submitted via upload in the Mobility Online platform

Application documents:

- CV in English (except for destinations in Germany or Austria)
- Student information sheet with your GPA (link on next slide)
- Letter of motivation in English (except for Germany, Austria); one letter per destination/priority
- Proof of enrollment
- Copy of your transcript of records
- **For Master students:** Academic Record of your Bachelor's degree
- ID or passport copy (UK and destinations outside Europe: passport copy)
- Passport photo
- Language certificate B2 or C1 if required by host institution



CV and letter of motivation

CV

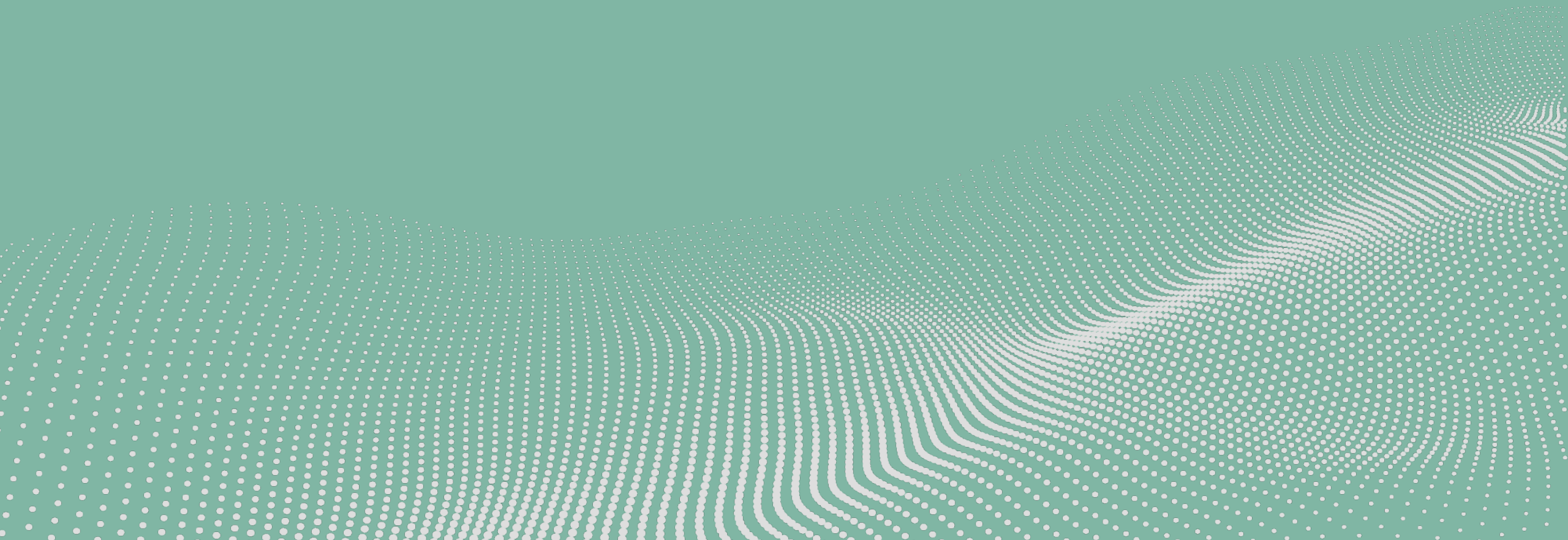
- Extra-curricular activities (as f.e. participation in civil service, scouts, youth sports etc.)
- UZH commitment (VSUZH, fvoec, ICU, tutorial, teaching assistantships etc.)
- Submit your GPA on the student information sheet:

<https://www.oec.uzh.ch/en/international/outgoing/procedures.html>

Motivation letter

- SEMP (Erasmus/Europe), Faculty agreements (outside Europe) and University-wide agreements: one motivation letter per destination/priority; max. one A4 page per destination/priority (to be submitted as one document)

Language Skills and Certificates





Language Skills and Certificates

- Mobility semester \neq language stay
- Language of instruction (usually English): at least B2 (sometimes C1) is expected
- Local language: if possible basic knowledge

For your application:

- *Faculty agreements (outside Europe):* **TOEFL or IELTS** are required for Canada and Singapore
- *All other agreements:* plausible proof of language skills
(e.g. CH-Matura, enrollment in an English-taught study program)
- *Please take note:* host institutions may require a language certificate. Make sure to check this on the host institution websites in advance of application



Further useful information

One guaranteed application period per year

- For mobility semester in fall 2024 and spring 2025: January 15, 2024
- Second application period in case of leftover exchange places:
June / July 2024 (e-mail will be sent out by end of May)

Multiple applications (three priorities)

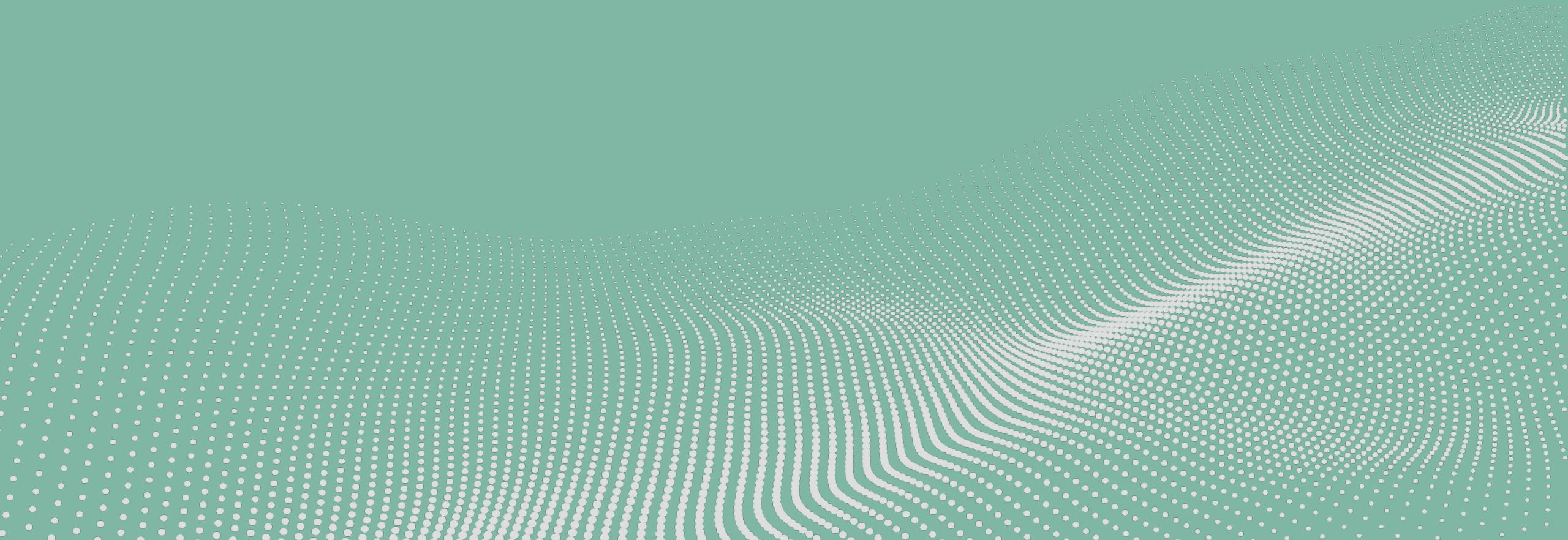
- There are plenty exchange places, however there may be many applications for the same destinations
- Increase your chances by submitting three destinations/priorities
- It is crucial that you apply for 2-3 places to secure at least one



Registration (application) at the partner university

- After your nomination by UZH there is a separate registration process at the host institution. Check their website for important information and deadlines
- Registration deadlines SEMP/Europe
 - Fall semester: usually March – May
 - Spring semester: usually October – November
- Registration deadlines FA*(outside Europe)
 - Fall semester: usually February – March
 - Spring semester: usually October – November

Credit-transfer





Credit-transfer agreement

- Mandatory for **ALL** mobility students!
- Credit-transfer agreement (not Learning Agreement) is the binding agreement for the transfer of credits
Without a credit-transfer agreement credits can only be transferred towards the free elective area
- Make sure to submit the agreement after the nomination and before the beginning of your exchange:
 - Include current course details for the respective mobility semester (website host university)
 - Clarification is handled in a formalized manner via credit-transfer agreement form only (Email, phone etc. are not possible)
=> Supplementary agreement in case of changes: submission up to 4 weeks after lectures have started
 - Further information and download of required forms: <https://www.oec.uzh.ch/en/studies/credits/exchange.html>



Preparation of Credit-transfer agreement

- ⇒ Prior clarifications to be completed before application
 - Language of instruction
 - Semester dates and duration of the semester
 - Interesting and suitable courses? (based on the host institution course catalogue)
- Recommended amount of ECTS: around 20 ECTS



Credit-transfer – principles

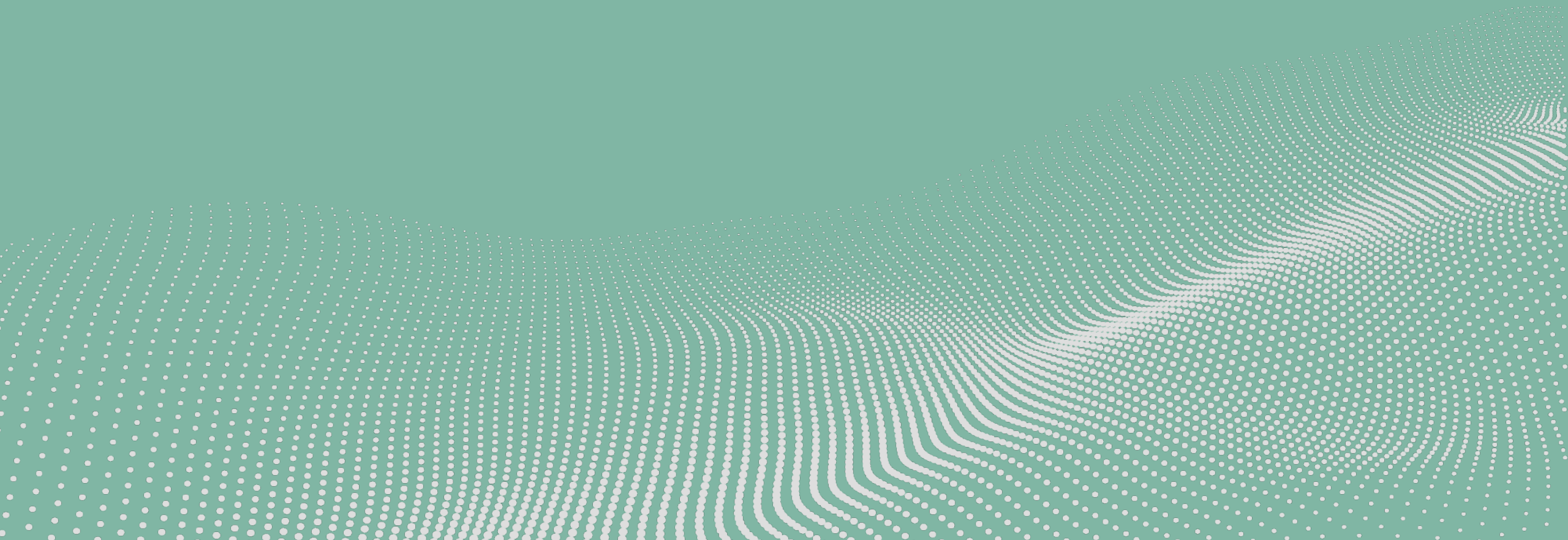
- Assessment, compulsory areas and theses must be completed at the Faculty of Business, Economics and Informatics
- Credit-transfer is possible for elective and core elective areas (only faculty majors and minors)
- Modules must be on your academic level; transfer of Bachelor credits to Master study programs and vice versa is not permitted
- Credit-transfer overview for reference (German only)
(<https://www.oec.uzh.ch/en/studies/credits/exchange.html>)



Credit-transfer summary

- Do not forget: submission of credit-transfer agreement is mandatory for **ALL** mobility students!
- Clarifications can take up to four weeks, make sure to hand in the form in a timely manner
- SEMP exchange students must submit a Learning Agreement in addition to the credit-transfer agreement
- Contact: anrechnung@oec.uzh.ch
- Information: <https://www.oec.uzh.ch/en/studies/credits/exchange.html>

Financial Matters





Financing

- Tuition fee: paid at UZH only (≠ free movers)
- Additional costs:
 - Accommodation, food
 - Leisure
 - Travel costs, Visa if necessary, fees
- Financial support
 - Scholarship of 2500.- CHF for stays at the University of Victoria



Scholarship



Overview of financial support:

<https://www.int.uzh.ch/en/out/finance.html>

– **SEMP-Scholarship**

– **UZH-Exchange Scholarships:**

- Promotion of exchange semesters at certain partner universities
- Support for students who due to socioeconomic reasons cannot afford an exchange semester:
Exchange made simple(r) Factsheet (only in German)

– **Heyning-Roelli Foundation:**

- The Heyning-Roelli Foundation supports talented but financially disadvantaged students with contributions towards travel and living costs. Financing is aimed at Bachelor's and Master's students who wish to study for one or two semesters at a partner university within the framework of an exchange program or who are required to spend time abroad in order to write their Master's thesis.



Responsibilities

Global Student Experience UZH

- General information and consultation (desk)
- Application for uni-wide and other programs
- Payment of scholarships, Visa related questions
- Technical support MobilityOnline

<https://www.int.uzh.ch/en.html>

outgoing@int.uzh.ch

Dean's Office WWF (Dep. Coordinator R. Müller)

- Application for SEMP and FA destinations
- Credit-transfer clarifications
- Learning Agreement signatures

<https://www.oec.uzh.ch/en/international/outgoing.html>

mobility@oec.uzh.ch



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Important steps

- Start planning early(now!)
 - **ONE** application period per year (plus free places in summer for the spring semester)
 - A language certificate might be required
- Clarify financing to avoid surprises
- Clarify semester dates (no clashes with exams at UZH)
- Upload your documents during the application period (latest: January 15)
- Check your study progress – remaining courses for graduation
- If your exchange semester is close to your graduation date don't forget to submit your host university transcript at least two weeks before the graduation registration deadline!



Checkliste: [\(link\)](#)

Procedures



When is the best time for a mobility semester? What are the prerequisites? A mobility semester requires a good deal of planning – make sure you start early enough. Here you will find everything important to consider when planning.

Checklist

In the following document you will find a checklist with all important steps for an application as an exchange student:

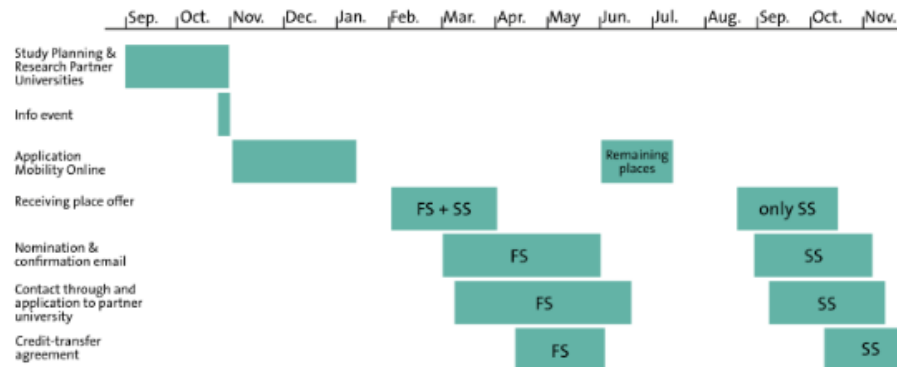
[Checklist \(PDF, 189 KB\)](#) ↓



Checklist for your exchange at a partner university

Milestones at a glance

FS = Fall Semester
SS = Spring Semester



Before your exchange

Planning

- Optional, but highly recommended: Attend the [OecMobility informational event](#) for outgoing students.
- Find out about potential partner universities, their course offerings and requirements (incl. language certificates): [Search for exchange possibilities](#) / [experience reports](#) / [map with all partner universities](#)

Application process

- The [application deadline](#) for next HS and next FS for all partner universities is only once a year from 1 November to 15 January (in July there is an additional application window for remaining places. All students will be informed by mail in time about the deadline).



Outgoing FAQs: [\(link\)](#)

FAQ Outgoing



1 General questions

1.1 How many times may I participate in an exchange?

1.2 What types of agreements are in place?

1.3 I have not yet successfully completed the assessment stage respectively I have still to fulfill the additional requirements for my Master's program. May I start an exchange semester?



Singapore Management University – FS23



Zu mir

- Bachelor
- Major: B&F, Minor: BWL

Uni-Alltag

- Seminarartiger Unterricht
- Max 45 Studierende pro Klasse
- Flexibler Stundenplan
- 2-4 Module empfohlen
- Interaktiver Unterricht
 - Gruppenarbeiten
 - Anwesenheitspflicht



Singapore Management University – FS23

Freizeit

- Einfach & günstig zu Reisen
- Grosses Angebot an Freizeitaktivitäten in der Stadt & von der Uni
- Viele Austauschstudenten
- Sehr gutes Essen!

Kosten

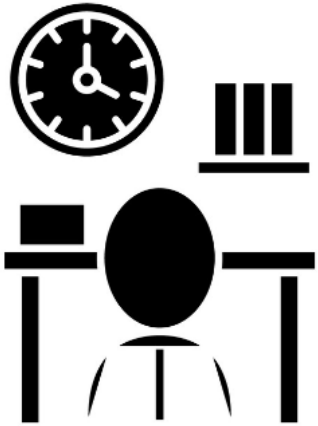
- Eher Hoch
- Keine Studentenwohnheime





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Reims Campus (Paris), France





Yannick Fankhauser

2 Semester, BI Norwegian Business School, Oslo



→ **Do it!**

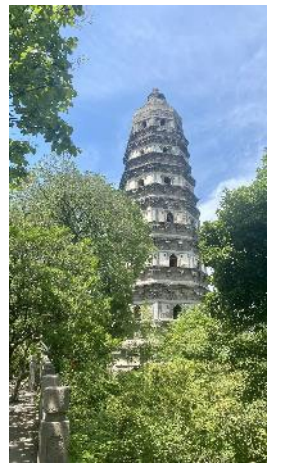
31.10.2023





China 2023







Questions?



www.oec.uzh.ch/de/international

Go for it!

