



Master's Program – Applicants with Swiss Qualification

Fact Sheet: Documents to Submit

When filling out the online application form, under the section “documents to submit” you’ll be asked to upload the following documents relevant for your chosen study programs:

- [Signed declaration of consent](#)
- **Current photo, in color, aspect ratio 3:4, image size at least 400x533 pixel**
For the [UZH Card](#). Please make sure that the aspect ratio is correct, and edit the photo if necessary. Your head should be photographed in a frontal pose against a neutral background providing good contrast, and it should take up about 80% of the photo.
- **Copy of official identification (passport or ID, no residence permit)**
Please scan the front and back of your ID.
- **CV**
Please list all matriculations at a higher education institution, including matriculations in a discontinued or ongoing program.
- **Upper secondary school-leaving certificate¹**
Please scan all pages of the document, incl. the Student ID Number (if existing).
- **Transcript of records, university diploma and diploma supplement²**
If you have not yet completed your studies you will need to provide an official interim transcript of records and precise information on the status of your studies (requirements still to be met and your probable date of completion).
 - Please upload these documents only unchanged (i.e. in the original downloaded form) to the Application Portal. Any modifications (e.g. by using «Print as PDF», saving under a different name, printing and scanning, merging files, etc.) will result in the loss of any existing electronic signature, which makes digital verification of such documents impossible.
- **Confirmation of withdrawal from last higher education institution attended²**
If you have not yet completed your studies, you can submit this document at a later date.
- **Proof of sufficient skills in the language of instruction**
Please note the list of recognized language certificates as well as the criteria for exemption from submitting [proof of language competence](#). We recommend that you submit the language certificate with your application. All persons with a visa requirement must submit a language certificate by the [application deadline for persons with a visa requirement](#) at the latest.

¹ If you were matriculated at the University of Zurich once before, you are not required to submit this document.

² Documents issued by the University of Zurich (diplomas, diploma supplements, transcripts of records, confirmations of withdrawal etc.) do not have to be submitted.



We request that you submit the following faculty-specific documents, depending on your chosen study programs:

Faculty of Arts and Social Sciences and Faculty of Theology and the Study of Religion:

- **Course content: Brief description of the content of all modules/courses³** (incl. still outstanding modules/courses)
The course content is required in addition to the transcript of records. The content of the modules/courses is usually available in the course catalogue of your university.
- Additionally, if you are applying for the Master's degree program in Internet & Society:
 - ➔ **Motivation letter in English**
 - ➔ **Recommendation letter**
The recommendation letter must be submitted directly by the referee (a lecturer) together with the [recommendation form](#).
 - ➔ **Scholarly paper written in English**
Please take note of the [additional information](#) provided by the Department of Communication and Media Research.
- Additionally, if you are applying for the Master's degree program in Linguistics:
 - ➔ **Motivation letter and scholarly paper**. Both written in the main language of instruction of the chosen specialization (Descriptive Linguistics, Indo-European Studies, «Language, Interaction, Society», Linguistics, Psycholinguistics, Slavonic Linguistics: **German or English**; Digital Linguistics, English Linguistics, Phonetics and Speech Science: **English**; Romance Linguistics: **French, Italian or Spanish**).
 - ➔ Please take note of the [additional information](#) regarding admission requirements.
- Additionally, if you are applying for the Master's degree program in Literary Studies:
 - ➔ **Motivation letter and scholarly paper written in German or English.**
 - ➔ Please take note of the [additional information](#) regarding admission requirements.

Faculty of Science:

- **Course content: Brief description of the content of all modules/courses³** (incl. still outstanding modules/courses)
The course content is required in addition to the transcript of records. The content of the modules/courses is usually available in the course catalogue of your university.
- Additionally, if you are applying for the Master's degree program in biomedicine: [Form from Faculty of Science](#)

Faculty of Business, Economics and Informatics:

- **GMAT⁴/GRE⁵ Score Report**
You must order the Score Report **directly from the provider**. We do **not accept Score Reports** from the **GRE General Test at home** and the **GMAT online exam**.
Please note the information provided by the Faculty of Business, Economics and Informatics:

³ A brief overview of modules/courses attended at the University of Zurich is not required.

⁴ The following information is required when you order: XZM-HL-36, University of Zurich – All other Masters

⁵ Institution Code 7136



[Master's Admission in Business and Economics](#) (GMAT/GRE)

[Master's Admission in Informatics](#) (GRE)

- **Form for calculating the weighted grade point average (Business and Economics only)**
Please note the information provided by the Faculty of Business, Economics and Informatics on [calculating the weighted grade point average](#).

Please provide us with all documents (except your passport photo) in PDF format. Only one file can be uploaded for each point. This means you should please create a single file for multiple-page documents or multiple documents that are thematically linked.

All documents that are not in German, English, French or Italian must be uploaded along with a **copy of an officially certified translation**. In this connection please be sure to take note of the [guidance on certified translations](#). A translation of the **upper secondary school-leaving certificate/university entrance qualification** is only necessary for documents not issued in the Roman, Greek or Cyrillic alphabet.