



Doctoral Studies, Foreign Qualification

Faculty of Theology and the Study of Religion

Fact Sheet: Documents to Submit

When filling out the online application form, under the section Documents to Submit you will be asked to upload the documents relevant for your application. Please provide us with all documents (except your passport photo) in **PDF format**.

Only one file can be uploaded for each point. 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**. Please 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.

- [Signed declaration of consent](#)
- **Current photo, in color, aspect ratio 3:4, image size at least 400x533 pixel** for the Student ID Card (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)
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 certificate**
Please scan all pages of the document. If you have studied at a Swiss university before, also scan the sticker with the Student ID Number.
- **Bachelor's diploma, including diploma supplement and transcript of records as well as Master's diploma or equivalent university diploma, including diploma supplement and transcript of records¹**
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 supervision from the authorized examiner](#)

¹ Diplomas, diploma supplements, and transcripts of records issued by the University of Zurich do not have to be submitted.

Applications for an individual doctorate:

- **Course content: Brief overview of content of attended modules/courses** ²

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.

Applications for a doctoral program:

- **Notification of acceptance to a doctoral program**

This document will either be sent to you by the institute or graduate school once you are accepted for the program, or has already been sent to you.

² An overview of modules/courses attended at the University of Zurich is not required.