



## **UZH International Summer Schools 2020 – Online Courses Regulations**

### Admission Requirements

To be accepted to an UZH International Summer Schools Online Course applicants must:

- Posses a sufficient command of English to be able to actively contribute to the classes, as demonstrated in their motivation letter, studies or work experience. Some programs may require proof of a certain English language level.
- Be enrolled at a university or other higher education level institution.
- Present a motivation letter, outlining their interest in the course in a brief statement (no more than 500 words);
- Include a scan of the identity page of the passport, a CV, current transcripts and the high school or previous degree certificate with the application.

### Application and Enrolment

- UZH International Summer Schools are selective and places are restricted.
- Applications are evaluated as they come in (on a rolling basis) until the course is full or until application closes.
- Applications for an UZH International Summer Schools Online Course can only be made through the online application form (apart from those students who are already enrolled at the University of Zurich).
- By submitting the application form, the applicant accepts these regulations.
- Course applications are evaluated by the International Relations Office and the relevant Institute and/or Course Director offering the course. Applications may be declined if a candidate does not meet the admission requirements or if the program is full.
- A student is only formally enrolled on the course once the tuition fee has been paid in full.

### Tuition Fees and Payment

- Tuition fees are as advertised on the website and can only be paid through the online method outlined in the offer letter sent by the International Relations Office and in Swiss Francs (CHF).
- An application fee of 200 CHF must be paid on accepting the offer to reserve a place and confirm participation in the UZH International Summer Schools Program.
- The remaining tuition fee must be paid no later than 10 May 2020. If payment is not received by the relevant deadline, UZH International Summer Schools reserve the right to cancel the admissions and give the place to another applicant.
- In the event of cancellation of a Summer School Online Course, the application and tuition fee will be refunded.
- In the event of cancellation by the applicant, no refund will be provided.
- University of Zurich students may be asked to pay a service fee, which would be outlined in the module catalogue.



#### Credits

- Each UZH International Summer Schools Program will indicate its expected learning volume in ECTS credits or their equivalent in the program description on the website. Participants will be provided with a Certificate of Completion of the course if they satisfy attendance and relevant evaluation requirements. For most courses, a Transcript of Record will be provided in order to gain modular ECTS credits awarded by the University of Zurich.
- It is the participant's responsibility to verify the validity of the course and validate it at their home university prior to participating in an UZH International Summer Schools Online Course.
- UZH International Summer Schools will not be held responsible if the credits fail to be recognized at the home institution.

#### Duties and Obligations of the Participant

- Participants of an UZH International Summer Schools Online Course shall comply with the general code of conducts set out by the University of Zurich. If this is not adhered to, participants may be excluded from the program at short notice.
- Participants of an UZH International Summer Schools Online Course will obtain the status of a short-term student at the University of Zurich and receive discounted meals in allocated university food halls.
- Participants of an UZH International Summer Schools Online Course are responsible to make sure that they meet all technical requirements before the course starts.
- Participants shall assume all the costs associated with their participation in the UZH International Summer Schools

#### Duties and Obligations of the University of Zurich

- The UZH International Summer Schools reserve the right to cancel a course. The cancellation of the course will be communicated by email and on the website no later than 4 weeks prior to the start of the course.
- Any tuition fee will be fully refunded in case of cancellation of the course.
- Any other expenses will not be refunded by the UZH International Summer Schools, which are the sole responsibility of the participants, who should keep this in mind when booking an online course.

#### Cancellation by the Participant

- Once a place has been allocated and the application fee received, participation cannot be cancelled. If a participant cancels their enrolment, interrupts the course or ends it prematurely, no refunds will be provided.

#### Waiver of Responsibility

- The liability of the University of Zurich, whether in contract or in tort, under any warranty, is limited to gross negligence or willful misconduct of a collaborator of the University of Zurich within the scope of its official functions for the institution. All further liability, notably for indirect and consequential losses are excluded.