



Master's Program, Swiss Qualification

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.

1. General Documents

- [Signed declaration of consent](#)
- **Current photo, in color, aspect ratio 3:4, image size at least 400x533 pixels** 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 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.

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.

- **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.

2. Faculty-specific Documents

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

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

- **Course content: Brief description of the content of all modules/courses**³ (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.

Applicants for the study program International and Comparative Law do not have to submit the course content.

*Additionally, if you are applying for the Master's degree program in **Internet & Society**:*

- **Motivation letter in English**

- **Recommendation letter in English**

The recommendation letter must be sent directly by the referee (a lecturer) to:

programmkoordination@ikmz.uzh.ch.

- **Scholarly paper 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 **Art History in a Global Context**:*

- **Motivation Letter in English**

*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

*Additionally, if you are applying for the Master's degree program in **Modern Asian and Middle Eastern Studies**:*

- **Motivation letter in English**

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

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:

[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](#).

Faculty of Science

– **Course content: Brief description of the content of all modules/courses** Error! Bookmark not defined. (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 of the Faculty of Science](#)

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

⁵ Institution Code 7136