

Information Sheet for Student Exchange 2019/2020

Contact Information	
Name of University	ETH Zurich – Swiss Federal Institute of Technology Zurich
Office dealing with study abroad/exchange matter	Student Exchange Office
Head of Office dealing with study abroad/exchange matter	Dr. Angelika WITTEK (Ms)
Exchange Coordinator (Inbound to your university)	Adeline Hofrichter (Ms) Asia/Pacific Student Exchange Officer Adeline.Hofrichter@akd.ethz.ch Tel.: +41 44 632 39 17 Fax: +41 44 632 12 64 *Please feel free to contact me via Skype*
Exchange Coordinator (Outbound from our university)	Adeline Hofrichter (Ms) Asia/Pacific Student Exchange Officer Adeline.Hofrichter@akd.ethz.ch Tel.: +41 44 632 39 17 Fax: +41 44 632 12 64 *Please feel free to contact me via Skype*
Postal Address	ETH Zurich HG FO 23.4 8092 Zurich, Switzerland
Website of University Website of our office	www.ethz.ch/index_EN www.incoming.ethz.ch
Basic data	
Semester dates	Autumn semester 2019: 16 Sep 2019 – 20 Dec 2019 (not including examinations – see below) Spring semester 2020: 17 Feb – 29 May 2020 (not including examinations – see below)
Examination dates	Autumn semester 2019: End-of-semester exams: 09 – 20 Dec 2019 and 06 – 17 Jan 2020 Examination session: 20 Jan – 14 Feb 2020 Spring semester 2020: End-of-semester exams: 18 May – 12 Jun 2020 Examination session: 03 Aug – 28 Aug 2020
Academic calendar (online)	www.ethz.ch/semester-dates

Application for Exchange Program

<p>Requirements on English/German</p> <p>Should students plan to take related courses?</p>	<p>Students must have a sufficient knowledge of English. We expect students to have a level of TOEFL IBT: 80 (spoken min. score 18) TOEIC: 780 CEFR: B2 Cambridge: FCE IELTS: 5.5</p> <p>Students don't need to hand in a language certificate.</p> <p>German would be a benefit. There is an offer by the language learning center for intensive German courses and semester German courses: www.sprachenzentrum.uzh.ch/slz/index.en.php</p>
<p>Online Application Process</p>	<p>Partners are requested to announce the students nominated for an exchange to ETH Zurich before the deadlines below by email.</p> <p>Students must apply online – the link to the online application can be found under worldwide programs at www.exchange-in.ethz.ch.</p> <p>Students can upload all the documents required in our online application.</p>
<p>The following documents are necessary</p>	<ul style="list-style-type: none"> • Transcript of records with full details of previous and current third level education, including grading key • Photocopy of passport • Photograph (JPG) • List of course units planned until the exchange (template provided) • CV • Motivation letter • In case of a research project: confirmations of thesis/research project supervisors at ETH Zurich and at the home university <p>Details can be found in our application guidelines at www.ethz.ch/content/dam/ethz/main/education/non-degree/mobilitaet/PDF_englisch/Worldwide_Incomings_application_guidelines.pdf</p>
<p>Application deadlines</p>	<p>Fall semester: 1. April Spring semester: 1. September For projects/thesis: min. 4 months before the planned start</p>
<p>When does the application window open, i.e. from when are applications possible?</p>	<p>Autumn semester: beginning of February</p> <p>Spring semester: beginning of July</p> <p>Note however that there is no rolling admission, i.e. applications will only be processed after the application deadline (see above)</p>

Course selection

Are there any courses that will NOT be open or have certain constraints to undergraduate exchange student?

- Please see the [Conditions set by the departments](#)
 - Some courses are restricted, e.g. in the number of participants. If they are, this will be indicated in the course description. Please follow the instructions in the course description and/or contact the lecturer if you wish to participate in such a course.
 - courses ending with –AAL are not open to exchange students
 - D-BIOL: For block courses there is an internal registration procedure and places are limited; note that block courses are very difficult to combine with courses from other study programmes, they are intended only for combination with the Departments' concept courses. More information can be found on the website of D-BIOL.
 - D-BSSE: Courses take place in Basel, not in Zurich. Taking courses in Zurich and Basel on the same day will be difficult, because going back and forth takes about 1.5 hours each way. **Students planning to be enrolled in the D-BSSE should contact me before application so I can give some additional information to them.**
It is only possible to enroll as a research exchange student in D-BSSE if the project is a mandatory part of the study program and if students can provide official proof.
 - D-GESS: courses can only be chosen as electives (no more than one third of the study plan).
 - D-HEST: Courses from the Bachelor's programme in Human Medicine are not open to mobility students (course unit codes 377-xxxx-xxx)
 - D-MATH: In order to be accepted as incoming student in this department, a student must be enrolled for a degree in math in her/his home university.
 - D-MTEC: In order to be accepted as incoming student students must have completed their bachelor's degree in the field of mechanical engineering, electrical engineering, information technology or any other equivalent field of study.
 - D-MAVT: Courses in the category Engineering Tools, Laboratory Practice, Focus Project and Workshop Floor are not allowed for incoming mobility students. In addition, all compulsory courses offered in the first two years (1st, 2nd, 3rd and 4th semester) of Bachelor students of D-MAVT are closed to incoming mobility students in general. These courses are indicated as 'First Year Examinations' for 1st and 2nd semester courses, 'Compulsory Courses Examination Block 1' for 3rd semester and 'Compulsory Courses Examination Block 2' for 4th semester.
- For more information on course selection, please see our course selection guidelines: www.ethz.ch/content/dam/ethz/main/education/non-degree/mobilitaet/PDF_englisch/Worldwide_Incomings_application_guidelines.pdf (Point 4)

Is it possible for undergraduate exchange student to choose courses of graduate programs?	Third year bachelor students can take graduate courses if they fulfil the prerequisites of the courses.
What should the academic background of the students be?	<p>In order to make sure our departmental exchange coordinator are able to get a clear idea about an applicant's academic background we prefer applications from students with sufficient proof of performance at your University. We reserve the right to decline applications from students who have only very recently started their studies with you and not yet been able to establish a solid academic track record with you.</p> <p>Students should have finished two years of study before they start their exchange at ETH Zurich.</p> <p>All students should pursue a degree in science or engineering to be enrolled as exchange student at ETH Zurich. Students from other programs (e.g. social sciences, human medicine etc.) will not be accepted.</p>
What is the minimum and maximum number of courses exchange student can take?	<p>There is no maximum number of courses, but students need to obtain at least 20 ECTS per semester. 2/3 (min. 14) of these ECTS must be acquired in the field the student is enrolled in.</p> <p>Normally students do not take more than 30 ECTS per Semester.</p>
Are there any courses that charge additional tuition fees to exchange program? If yes please specify.	Registration fees apply for language courses – see the website of the language center for details.
Are there any courses that are offered in English and available to exchange student?	Undergraduate courses are normally not taught in English at ETH Zurich. Due to this fact, also undergraduate exchange students are allowed to choose courses of graduate programs if they fulfil the prerequisites of the courses.
Is there a website that contains course list available to exchange students?	www.courses.ethz.ch
Detailed information on preparing a study plan.	www.ethz.ch/en/studies/non-degree-courses/exchange-and-visiting-studies/about-the-study-programmes/preparing-a-study-plan.html
Course registration deadline	Online registration for courses closes 2 weeks after the semester commences.

Living and Costs

Will housing be provided by the host university?	<p>Housing is not guaranteed, but we have usually been able to find accommodation for all overseas exchange students who registered with our Housing Office. Along with the acceptance letter, students will receive information on registering for accommodation. They should read this information carefully and apply online within the set deadlines. www.wohnen.ethz.ch/index_EN</p> <p>Please note:</p> <ul style="list-style-type: none"> • Students coming for research projects can only apply for housing if they are staying for the regular semester dates. • Students older than 28 years cannot be accommodated in our student housing. • Should a student initially only apply for one semester of exchange and then later on wish to extend for another semester, we may not be able to provide an accommodation, i.e. the student may need to find something on his or her own.
Will exchange students pay for local accommodations? If yes, how much will they pay approximately /monthly?	<p>Yes, ca. 450 to 850 CHF or more (for the dormitory)</p>
What are approximately the living costs (except for accommodation) for a semester?	<ul style="list-style-type: none"> • General ETH fees: none for exchange students • Study materials (books, chemicals, ...): CHF 50 to CHF 100, depending on field of study • Excursions: up to approx. CHF 50 • Room rent: CHF 450 to CHF 850, or more • Food (if using ETH facilities): approx. CHF 500 • Public transport (buses, tramways within the city of Zurich): approx. CHF 61 to 80, depending on age • Health insurance: currently about 100 CHF → Total approx. CHF 1450 a month <p>Individual expenses, such as clothes, leisure, travel, telephone, etc., are not included.</p> <p>Students should budget approximately CHF 1750 a month</p>
Is there a scholarship opportunity for Incoming students?	<p>Exchange students coming to ETH Zurich can apply for scholarships offered by the Heyning-Roelli Foundation: http://www.heyning-roelli-stiftung.ch/index_en.html</p> <p>The foundation supports students from our partner universities who have been accepted for one or two exchange semesters. They should be able to show that they are especially qualified for the chosen studies and that they would not be otherwise able to afford such a study trip without assistance.</p> <p>Any questions regarding the scholarships should be addressed directly to the foundation.</p>

<p>Do students need a health insurance plan?</p>	<p>HEALTH INSURANCE:</p> <p>Basic health insurance is mandatory for all persons living in Switzerland. If the insurer is acknowledged by the Swiss authorities, students may be exempted from having to take out compulsory health insurance in Switzerland. If students are not exempted, which will most likely be the case, some insurance companies offer special packages for foreign students.</p> <p>Please note: We do help students to fulfil the requirements of the Swiss health insurance authorities (finding insurance, filling out contracts etc.) but we will no longer be able to help students who want to be exempted from the mandatory health insurance, as we cannot recommend this procedure.</p> <p>Further information on health insurance for students can be found here: www.ethz.ch/health-insurance-for-students</p> <p>The Student Exchange Office invites accepted exchange students to attend a special information event on the health insurance at the beginning of each semester.</p>
<p>Do students need any other insurance?</p>	<p>Personal Liability Insurance:</p> <p>Although with a high franchise (amount paid by the person involved), ETH Zurich is insured against material and property damage. If students damage instruments and equipment belonging to ETH through negligence (e.g. in practical courses, during semester projects/conducting thesis work), ETH Zurich has the right to make the persons involved accountable for the damage costs.</p> <p>ETH Zurich therefore highly recommends its students to take out a personal liability insurance to cover unintentional damages caused to third parties both inside and outside ETH Zurich. Not having personal liability insurance may result in considerable expenses, e.g. damage to property in rented rooms or flats, injury or other damage to a person's health, etc.).</p>

Additional Information

Academic structure	<p>Bachelor's degree = 3 years (6 semesters)</p> <p>Master's degree = 1.5 – 2 years (3-4 semesters, including final Master thesis which usually takes 6 months)</p>
Credit system	<p>ECTS (European Credit Transfer System)</p> <p>Workload of a full-time student:</p> <ol style="list-style-type: none"> 1. 30 ECTS per semester 2. 60 ECTS per academic year <p>Exchange students should earn a minimum of 20 ECTS per semester. Two thirds of the courses and ETH credits (14 out of 20) have to be earned at the department of enrolment.</p>
Grading system	<p>www.ethz.ch/content/dam/ethz/main/education/rechtliches-abschluesse/grading.pdf</p>
Visa requirements	<p>All visa applications are processed by ETH Zurich.</p> <p>Students will be informed after their acceptance about the further procedures.</p> <p>See: www.eda.admin.ch/eda/en/home/rebs.html for Swiss embassies.</p> <p>Visa and residence permit fees usually amount to approx. CHF 350.</p> <p>(Exception: Students applying for D-BSSE in Basel who want to undertake a research project must apply for their visa on their own)</p>
Exam schedule and preponement of exams	<p>Exams at ETH Zurich may overlap with the start of the semester at partner universities. Therefore it may be possible for incoming exchange students to reschedule/prepone certain examinations under specific conditions. Further information on the preponement of examinations can be found at https://www.ethz.ch/students/en/studies/performance-assessments/preponement.html.</p> <p>The Student Exchange Office invites accepted exchange students to attend a special information event on the preponement of examinations at the beginning of each semester.</p>
Repetition of failed Examinations	<p>If exchange students fail an exam, they will usually not be able to retake it, especially if it is a session exam. Repetitions are often only allowed during the next exam period (a semester or even a year later), and sometimes only after retaking the course unit. Students may only sit exams while they are still enrolled as exchange students at ETH Zurich.</p>
When will the official transcripts of records be ready?	<p>approx. 2 weeks after the examination session</p> <p>Note: Transcripts of records are not sent automatically but are only issued upon request. Students must request an official transcript at the student administration office in their department of enrolment prior to leaving ETH Zurich (the Student Exchange Office does not issue any transcripts). Students must let the student administration office know in time about their address and the number of transcripts they need. If they need transcripts to be sent directly to the International Office at their home university they must indicate the latter's address and explicitly request the transcripts to be sent there.</p>

Useful information

<p>Are there any related handbooks, useful websites, downloads etc. can be provided to exchange students?</p>	<p>Websites:</p> <p>General information on living in Zurich: → www.ethz.ch/en/studies/non-degree-courses/exchange-and-visiting-studies/living-in-zurich.html</p> <p>General Information on Studying at ETH Zurich: → www.ethz.ch/en/studies/non-degree-courses/exchange-and-visiting-studies/about-the-study-programmes.html</p> <p>Frequently Asked Questions (FAQ) for Incoming Exchange Students: → www.ethz.ch/en/studies/non-degree-courses/exchange-and-visiting-studies/faq.html</p> <p>Student Handbook for International Students: → www.ethz.ch/content/dam/ethz/main/education/internationales/pdf-en/handbook.pdf</p> <p>Course Selection: → www.courses.ethz.ch</p> <p>Examinations at ETH Zurich: → https://www.ethz.ch/students/en/studies/performance-assessments.html</p> <p>ETH Zurich visual tour: → www.ethz.ch/en/studies.html</p> <p>ESN Student Network: → www.esn.ethz.ch</p> <p>ASVZ Academic Sports Association Zurich: → www.asvz.ethz.ch</p> <p>Psychological Counseling Service: → www.pbs.uzh.ch/index_en.html</p> <p>In Case of Illness: → www.doctor.ch/doctor.html and www.permanence.ch</p>
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