

SWITZERLAND

REQUIRED DOCUMENTS DURING AND AFTER MOBILITY

1

LEARNING AGREEMENT "CHANGES"

In case of course changes, student fills in LA "Changes" in InSIS.

2

CONFIRMATION OF STUDY PERIOD

Mobility dates must be confirmed by the partner uni. Student then uploads a copy of the form to checklist in InSIS and delivers the original to OZS.

3

FINAL REPORT ON STAY ABROAD

Student fills in the report in InSIS. The report should be filled in details, because it helps future students with their exchange.

4

TRANSCRIPT OF RECORDS

Transcript is issued by the partner uni after the end of the mobility. Student then uploads a verifiable copy to the InSIS checklist.

5

TRANSFER OF CREDITS

Student applies for a transfer of credits in InSIS. Transfer of credits and grades is mandatory and all courses must be fully recognized.

PRACTICAL INFORMATION

STUDENT REPRESENTS VSE AT STUDY ABROAD EVENTS AT THE PARTNER UNI.



PROMOTIONAL MATERIALS CAN BE REQUESTED FROM OZS.



WOULD YOU LIKE TO SHARE YOUR NEWLY GAINED EXPERIENCE WITH OTHER STUDENTS? CONTACT OZS