

Recording study achievements of another institution or for the participation in summer schools, conferences and/or seminars

Doctoral students under the new doctoral ordinance can complete a request to record study achievements in their transcript from other institutions outside ETH and UZH* or for the participation in summer schools, conferences and/or seminars. The request is submitted directly in myStudies, after which it is transferred to the doctoral administration. After approval by the doctoral administration, the study achievements are listed in the doctoral student's transcript and will appear in their myStudies account.

To submit a request, you will need the transcript of the study achievement as pdf file.

Doctorate at D-BSSE
Spring Semester 2024
enrolled
Functions

The request submission is done in myStudies, under the main menu *Functions*

and then Transfer of approved study achievements from other institutions:

Register for examinations or deregister from examinations; register by 19. March 2023	Examinations	•
Show transcript of records and assign performance achievements to categories	Transcript of records	•
Transfer of approved study achievements from other institutions	Request	÷

By clicking the 'Request' button on the enrolment page in myStudies, students are taken to the overview page of applications for transfer of study achievements. This page shows open and processed requests and offers the possibility to enter a new request.

To submit a new request, click onto 'New request' and complete the form.

* to apply for courses at UZH see: <u>https://www.uzh.ch/cmsssl/en/studies/application/chmobilityin.html</u>



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Request No 58							Details
	Code	Title original language	Result	ECTS	Grade or Result	Recognised in	
	52054	Biology of Tissue Regeneration	Approved	3.0	5.5	Doctoral Study	

Mandatory fields:

- University / Institution
- Grading system
- Code: original course code (from other institution)
- Title

Mind that the title inserted here will appear on the transcript – make sure to check you have copied the title correctly.

- Result
- Original credits

The original grade (if applicable) can only be transferred if the grading system is equivalent to ETH Zurich (grading scale: 1.0 - 6.0 in quarter grade (0.25) steps).





Eidgenössische Technische Hochschule Zürich Swiss Federal Institute of Technology Zurich

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Clicking onto Save and back will submit the request and lead you back to the overview page.





The supporting document (transcript) will have to be uploaded by clicking onto 'Details':

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Once your request has been checked and approved by the doctoral administration, you will receive a confirmation e-mail.

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BD To ○ Docotral Student Cc Ⅲ BSSE-Doctorate			Fr. 10.02.20	23 14:16
(English version below)				
Sehr geehrte				
Hiermit teilen wir Ihnen mit, dass Ihr Antrag Nr. 58 auf Anrechnung von Mobilitätsfächern für d dazu sind ab sofort in myStudies sichtbar.	len Studiengang Doktorat D-BSS	bearbeitet v	vurde. Die Deta	ils
Freundliche Grüsse Ihr Studiensekretariat				
Dear				
We hereby inform you that your request no. 58 for recognition of mobility courses for the Doct now displayed in myStudies.	corate at D-BSSE programme has	been process	sed. The details	are
Kind regards				
Student Administration Office of your Department				

Now the request will be listed as approved, and the study achievement will appear on your transcript (as mobility course).

		Sess.	Grade	Wgt.	ECTS cred	lits	
					Obt.	Req.	Diff
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Doctoral Study					9	12	3
MOB-001	Biology of Tissue Regeneration / Universität Basel	W22	5.5		3		
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