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## **Regulatory Provisions for the Ordinance Governing Additional Fees for Foreign Students at UZH (415.322)**

(Dated 11 April 2013)

*The Executive Board of the University has resolved:*

### **1. General Points**

- 1.1 A student's liability to pay an additional fee will be evaluated for the first time when their application is assessed. An obligation to pay a fee will be communicated in the decision on admission.
- 1.2 A student's university entry qualification refers to the qualification required for first-time admission to a university, i.e. to his or her first course of study.
- 1.3 Changes with respect to the additional fee can only be made for a specific semester. Refunds to students who have already paid an additional fee can only be made in accordance with the deadlines specified in the Regulations Governing Matriculation Procedures and Semester Enrollment (15 March and 15 October) and upon presentation of the necessary documents. A refund cannot be claimed after these deadlines.
- 1.4 Students who change their nationality must present their new passport or ID to the Student Administration Office.

### **2. Waiver of the Additional Fee in Special Cases (as per § 3 of Ordinance 415.322)**

- 2.1 In the special cases stipulated in 2.3 below, a full waiver can be granted for the Bachelor's degree program if this represents a student's first course of study.
- 2.2 The waiver always applies for a single semester only; a new application is required for each semester. The application must be made by the refund deadlines specified in 1.3 above.
- 2.3 The Executive Board of the University will waive the additional fee for students who can provide written confirmation from the Student Financial Aid Office that they cannot afford the current minimum costs of education and living, and who can demonstrate that they have exhausted all possible sources of funding (parents, job, or support from other persons). The minimum monthly cost of living for foreign students in Zurich is CHF 1'850 (excluding semester fees). The same procedure applies to refugees recognized by Switzerland.



On behalf of the Executive Board of the University

The President:                      The Secretary General:  
Andreas Fischer                      Kurt Reimann

These regulatory provisions enter into force on the date of enactment.