



PROCEDURE TO ESTABLISH THE LEARNING AGREEMENT/STUDY PLAN 2019-2020

-COURSE RESTRICTIONS AND PROCEDURE-

General information	2
Language skills	2
Specific information & restrictions by Faculty	3
Faculty of Law	3
Faculty of Humanities	3
School of French Language and Civilization	3
Geneva School of Economics and Management (GSEM)	3
Faculty of Sciences	4
School of Social Sciences (SDS)	4
Faculty of Psychology And Educational Sciences (FPSE)	4
Faculty of Protestant Theology	5
Faculty of Translation And Interpreting (FTI)	5
Global Studies Institute (GSI)	5
Graduate Institute of International and Development Studies (IHEID)	5
Faculty of Medicine	5
Online Procedure for Study Plan	6

General information (all faculties)

Programme of courses: www.unige.ch/progcours

- When the name of the course is in English = the course is given in English
- The current programme shows courses taught in 2018-2019. Some adaptations may occur for 19-20 but no significant changes. The 19-20 programme will be available during the Summer. Your final Study Plan will be validated at your arrival in Geneva.

Can I take courses in a Faculty/Institute other than the Faculty/Institute considered for my exchange ?	Yes but only 1 additional Faculty. Main courses must be chosen in the Faculty of the agreement
As a Bachelor student, can I take Master-level courses ?	No* , except for the Law and Theology Master-level courses are restricted to graduate students and based on availability
Are Master of Advanced Studies (MAS) and Continuing Education programmes open for exchange students ?	No
I am interested in taking seminars. Are they open for exchange students ?	Yes but some may be limited to students from certain Faculties/Institute and/or have restrictions in the number of students.
Can I have access to TP (practical work / travaux pratiques) ?	Yes but on request only and access is not guaranteed (No ECTS for the Faculty of Humanities)
Is it possible to take Research Project courses ("projet de recherche")	No

*Few exceptions could be authorized for students in their 4th year of studies - not valid for GSEM, SDS, GSI

Additional information:

- Certain courses may have prerequisites. It is recommended that you check the course catalogue which lists the necessary prerequisites.
- All exams must be taken at the University of Geneva within the period specified by each Faculty.

Language skills

Courses taught in French	Level : B2 highly recommended Mandatory for courses at the FPSE and Faculty of Arts/Humanities (Faculté des Lettres) Students in French Literature: C1 recommended	Please provide : - Official test results, or - Official letter from a professor, or - Our online test. The cost is CHF 30.- (Please require the web link) - Transcript of Records with courses done in French
Courses taught in English	Level: B2 highly recommended Mandatory for courses at the Faculty of Arts/Humanities (Faculté des Lettres)	Official test required or courses in English already done at university level

Specific information & restrictions by Faculty

FACULTÉ DE DROIT

Faculty of Law

Access to courses - bachelor or master - is restricted to students already registered in Law in their home university. Bachelor of law students are allowed to attend Master courses.

Study plan&schedule: www.unige.ch/droit/etudiants/programme-et-calendriers/plan-etudes/

Students registered for the Certificate in Transnational Law: the students must have completed at least 2 years (or 120 ECTS) in legal studies and be fluent in English or French (min. B2). For the Certificate in Transnational Law, it is necessary to register at the Faculty of Law, in addition to registering online. Please complete the form (see the following link) and send it to the contact mentioned:

www.unige.ch/droit/transnational/en/admission/#toc1

FACULTÉ DES LETTRES

Faculty of Humanities

Specific information is available here: www.unige.ch/lettres/en/etudes/mobilite/

For students who wish to take **French Literature courses**, we strongly recommend a C1 French level.

Exchange students can create their own study plan. Four ECTS credits are awarded for each semester-long course, seminar or course-seminar that is successfully completed (evaluated and graded). The above conditions apply only to exchange students.

ÉCOLE DE LANGUE ET DE CIVILISATION FRANÇAISES (ELCF)

School of French Language and Civilization

The ELCF is part of the Faculty of Humanities and offers several programmes: www.unige.ch/lettres/elcf/fr/presentation/#toc1

The propedeutic year in French as a foreign language is available with a B2 French level. It is possible to combine this programme with courses from other Faculties of the University of Geneva.

The DEFLE (Diplôme d'études de français langue étrangère) is accessible from B2 French level.

FACULTÉ D'ÉCONOMIE ET MANAGEMENT (GSEM)

Geneva School Of Economics And Management

Bachelor Students are not allowed to take Master Courses.

Master Students can take Master Courses only.

The specific course catalogue is available here: www.unige.ch/gsem/en/students/study-plans/ and the tutorial for class schedule:

[https://www.unige.ch/gsem/files/9115/4892/4812/2019_18.02_Tutorial -
_Class_Schedule.pdf](https://www.unige.ch/gsem/files/9115/4892/4812/2019_18.02_Tutorial_-_Class_Schedule.pdf)

The Master in commodity Trading (and the courses) is not open for exchange students.

FACULTÉ DES SCIENCES *Faculty of Sciences*

The places for TP courses (practical work) can be limited.

FACULTÉ DES SCIENCES DE LA SOCIÉTÉ (SdS) *School of Social Sciences*

The specific course catalogue is available here:

www.unige.ch/sciences-societe/ > Etudiants

Access and participation to some courses in communication can only be confirmed once arrived in Geneva.

All seminars or workshops for preparing Bachelor or Master thesis are not accessible to exchange students!

FACULTÉ DE PSYCHOLOGIE ET DES SCIENCES DE L'ÉDUCATION (FPSE) *Faculty of Psychology and Educational Sciences*

The specific course catalogue is available here:

www.unige.ch/fapse/lesetudes/formations/

A certified B2 level in French is mandatory.

The following courses are not open to exchange students:

Educational Sciences :

- Introduction seminars to scientific work (*Séminaires d'introduction au travail scientifique -SITS-*)
- All the specific courses of the Bachelor degree in Educational Sciences with orientation in Primary Education (*Baccalauréat en Sciences de l'Éducation orientation Enseignement primaire*).
- o This restriction doesn't apply in the framework of a reciprocity agreement.
- All the traineeships/internships (*stages*)

Psychology :

- Tutorial classes (*Travaux Dirigés -TD-*) and Tutorial/practical classes (*Travaux Pratiques -TP-*)
- Seminars (*Séminaires*) and Advanced Issues (*Questions approfondies*)
- All the traineeships/internships (*stages*)

Exams (For Educational Sciences and Psychology):

- It is not possible to do a different exam than the official one (other topic, language, date, place, format, etc.)
- It is not possible to convert the evaluation *OUI* or *NON* into a grade, even if it is required by the home university.
- If courses or exams are at the same time, the student needs to choose and drop one if necessary

FACULTÉ DE THÉOLOGIE PROTESTANTE

Faculty of Protestant Theology

Please consult the Faculty website: www.unige.ch/theologie/

For any information about Bachelor, please contact Christophe Collaud, academic advisor: Christophe.Collaud@unige.ch.

For the Master, please contact your academic advisor Blaise Fontanellaz: Blaise.Fontanellaz@unige.ch

A Bachelor student can take Master-level courses (to define with M. Collaud).

It's possible to take Directed Personal Research ("recherches personnelles dirigées") for 6 ECTS.

FACULTÉ DE TRADUCTION ET D'INTERPRÉTATION (FTI)

Faculty of Translation and Interpreting

The specific course catalogue is available here:

http://wadme.unige.ch:3149/pls/opprg/w_rech_cours.result_fac?p_langue=1&p_annee=2018&p_struct=B

Several courses at the FTI have restrictions according to language level. Some courses are only open for Arabic, English, French, German, Italian or Spanish native speakers. Please consult the link above.

Interpreting courses are restricted to students studying in the EMCI (European Masters in Conference Interpreting) programme at their home university.

GLOBAL STUDIES INSTITUTE (GSI)

Bachelor Students are not allowed to take Master Courses.

Master Students can take Master Courses only.

Details: www.unige.ch/gsi/fr/espace-etudiants/espace-etudiants-mobilite/mobilite-in/

>>refer to the document "[Séjour de mobilité à l'UNIGE dans le cadre du GSI – année académique 2018-2019](#)" (in French)

INSTITUT DE HAUTES ÉTUDES INTERNATIONALES ET DU DÉVELOPPEMENT (IHEID)

Graduate Institute of International and Development Studies

It is possible to enroll in a maximum of 2 graduate courses, only with the authorization of the course professor(s).

FACULTÉ DE MÉDECINE

Faculty of Medicine

Only possible to do internships as a sixth-year student.

Online Procedure for Study Plan

- The complete course catalogue is available here: www.unige.ch/progcours
- The list of the courses needs to be done according to our course catalogue respecting the restrictions. For the students coming for the Fall Semester or for the whole academic year, they have to base their choices with the current catalogue.

During the online registration, students have to fill in online a list of the courses respecting this form:

CODE	Name of the course	Hours	Credits (ECTS)
------	--------------------	-------	----------------

In our course catalogue:

- CR and SE indicate the nature of the course (CR: course; SE: seminar; TP: travaux pratiques/practical work).
- The letters A/P/AN indicate in what semester the course is available.
 - A = Course offered only during the Fall (automne) semester
 - P = Course offered only during the Spring (printemps) semester
 - AN = Course offered only annually (année). It is a year-long course so it is closed for exchange students staying only one semester.
 - Ve 12-14 indicates the course's schedule.
 - M S150 indicates the classroom. The first letter is for the building (Uni Mail).

Example:

S102015	Introduction to Microeconomics	GSEM	CR 2h A Ve 12-14, M S150	6
---------	--------------------------------	------	--------------------------	---

-  The course « Introduction to Microeconomics » is given by the GSEM during the Fall semester, Friday (Ve : Vendredi) from noon to 2pm (12-14) in the building Uni-Mail, room M S150. The course is credited with 6 ECTS.