



Academic Office

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Information sheet on the exmatriculation process

Students who prematurely withdraw from their studies must complete and sign the Exmatriculation Form and submit it to the Academic Office. Notice of withdrawal must be given in writing no later than the Tuesday of calendar week 6 for the spring semester and no later than the Tuesday of calendar week 34 for the autumn semester. Students will remain enrolled in their courses and their exams for the remainder of the semester of their withdrawal. Incomplete assessments will be awarded a grade of 1.0.

If a student deregisters late, he/she is required to pay the semester fee (§22 of the RPO of 29 January 2008). The cancellation deadlines are outlined in the document "Key dates bachelor programmes" at <https://www.zhaw.ch/en/lsfm/study/bachelor/organising-your-studies/>. This does not apply to students who withdraw from their studies as a result of having not passed repetition examinations.

The document "Austritt aus dem Studium" (Exmatriculation from your Studies) and the accompanying Information Sheet can be found online at <https://www.zhaw.ch/de/lsfm/studium/studiweb/studium-a-z>.

Wädenswil, 4 February 2020