

# **Exam Schedule**

Master of Science in Real Estate & Facility Management 2023/24

End of Module Exams, Spring Semester FS25

10<sup>th</sup> June – 27<sup>th</sup> June 2025 (Calendar Week 24-26)

### **Exam Board**

#### Head

Boucabeille Marie-Aude Head of Education Departement N

## Responsible for the Individual Degree Programme

Richter Thomas Co-Programme Director, MSc REFM in the Banking, Finance, Insurance

Departement at the ZHAW School of Management and Law

Dr. Wrase Isabelle Co-Programme Director, MSc REFM at the IFM Institute of Facility

Management

## Lecturers/ Examiners/ Invigilators

Richter Thomas Real Estate Modelling and Forecasting

Real Estate Investment and Finance

Weibel Marc Real Estate Modelling and Forecasting

#### End of Module Written Exams – 10.6. – 27.6.25

<u>Please note</u>, that a Campus Card or ID must be placed on the table in front of students as proof of identity. ID checks will be carried out.

Date	Time	Exam Type	Room	Participants	Class	Module	Lecturers
13.6.25	09.00-10.00 spec. arr. 09.00-10.15	On campus closed book digital Moodle- based exam via SEB	RA 02.24	13	RE24 RE23	Real Estate Investment and Finance	Richter Thomas
20.6.25	13.30-14.30 spec. arr. 13.30-14.45	On campus open book digital Moodle-based exam via SEB	RA O2.20	27	RE24	Real Estate Modelling and Forecasting	Richter Thomas, Weibel Marc

## **Important**

## End of module exam missed due to illness

Any end of module exam missed due to illness must be made up and does not count as a first attempt. In addition to the required <u>Absence Form (A-Z)</u>, a doctor's note/certificate must be handed in or sent to the Academic Office within one week of the missed assessment. If the doctor's note is submitted late, the missed attempt will be considered a fail (Grade 1.0).

#### Exam type

On	cam	ous	oral	exam

Distance oral exam via MS Teams, Zoom, or Webex

On campus closed book paper-based exam

On campus open book paper-based exam

On campus open book digital Moodle-based exam

On campus open book digital Moodle-based exam via SEB (Access to personal documents but no access to the open internet)

On Campus closed book digital Moodle-based exam

On campus closed book digital Moodle-based exam via SEB

On campus open book submission via Moodle (file upload)

On campus open book submission via Moodle (file upload) via SEB (Access to personal documents but no access to the open internet)

On campus closed book submission via Moodle (file upload)

## Important Dates and Information

#### Grade Submission

Deadline for submission of grades in Evento for lecturers: 13.7.2025

Afterwards, it is no longer possible to enter the grades.

Please verify the accuracy of the input before completing the grade entry.

#### Grade Review/ Exam Review

## 15.7. (17:00) - 25.7.2025

During this period, students can see their grades in Evento Web and may make an appointment with their lecturer or a substitute to view their exams. (If absent, lecturers are required to find a substitute).

#### **Grade Corrections**

Grade corrections and adjustments are possible during the exam review period. These must be **justified** and **submitted** in **writing**, since grade corrections must be documented by the Academic Office (as decided upon by the AG Studium on 11.07.2011).

### **Grading Conference**

#### 5. + 6.8.2025 - Details tbt

All examiners of the exams are requested to participate in the grading conference.

After the grading conferences, no grade adjustments will be possible.

## **Archiving**

All exam documents (course exam papers and end of module exam papers) must be kept for up to <u>two years</u> after notification of the examination decision.

The Academic Administration will request, separately via email, that all examiners submit their exam papers to the archive at the appropriate time.

### Transcript of Records

Please note that access to the Transcript of Records is restricted from 10.6. - end of CW 32.

If necessary, please access your transcript before the start of the examination period.