Important dates 2025 / 2026 for **MSc REFM** (starting in the autumn semester **HS**)		**Date / CW**
Registration Module HS25	Registration for compulsory modules for new students	By Academic Office by the Friday of CW32
	Timetable is published (publication of master timetable with indication of room)	By head of study programme in CW33
Registration Module FS26	Registration for compulsory modules for current students (part-time mode: 4th and 6th semster)	By Academic Office in CW45
	Students choose modules	By Academic Office and Head of Study Programme in CW45–48
	Timetable is published (publication of master timetables - Rahmenstundenpläne - with indication of room)	By head of study programme in CW07
Exam procedure HS25 HS25	Publishing of exam timetable	By the Friday of CW47
	Exam period	In CW03-05
	Lecturers record exam grades	By Sunday of CW07
	Processing of missing grades	Monday CW08
	Compilation of student reports/ transcripts	In CW08-10
	Grades (via Evento) and opportunity for students to review exams	From Tuesday 17:00 CW08 until Sunday CW09
	Grading conference	In CW10
	Publishing of transcripts	Friday CW10
	Registrations for retakes and repeat exams	By Sunday CW12
	De-registrations from modules if retakes or module repeats take place in FS25	By Friday CW12
Registration Module HS26	Registration for compulsory modules for current students (part-time: 4th and 6th semster)	By Academic Office by Friday of CW16
	Students choose modules	By Academic Office and Head of Study Programme in CW21–23
	Registration for compulsory modules for new students	By Academic Office by Friday of CW32
	Timetable is published (Publication of master timetable with indication of room)	By head of study programme in CW33
Exam procedure FS26	Publishing of exam timetable	By Friday CW17
	Lecturers enter exam grades	By Sunday CW28
	Processing of missing grades	Monday CW29
	Compilation of student reports/ transcripts including comments	In CW29-31
	Grades (via Evento) and students' opportunity to review exams	From Tuesday 17:00 CW29 until Friday CW30
	Meetings to discuss grades	In CW32
	Publishing of transcripts	By Friday CW39
	Registrations for retakes and repeat exams	By Sunday CW39
	De-registrations from modules if retakes or module repeats take place in HS26	By Friday CW39
Archiving	Archiving of all completed exams with the corresponding cover sheet – Archive Room GA 110.1 (Email)	In CW36-44
Break between semesters	No teaching takes place	CW51 / CW52; CW01 / CW2; CW22 / CW23

Other important deadlines

Leave of absence (suspension of studies)	The fees for a leave of absence semester (suspension of studies) are CHF 300.00 (excluding ASVZ and Alias contributions). Notification must be submitted by the end of CW33 for the autumn semester (HS) and by the end of CW03 for the spring semester (FS).	By Sunday CW03 or Sunday CW33
Withdrawing from studies	Withdrawals must be submitted in writing no later than Tuesday of CW06 for the spring semester (FS) and Tuesday of CW34 for the autumn semester (HS)	By Tuesday CW06 or Tuesday CW34
Dispensations	Requests for exemptions based on previously completed coursework must be submitted no later than CW33 for the autumn semester (HS) and CW03 for the spring semester (FS)	By Sunday CW03 or Sunday CW33
Change of study mode	Applications to change the mode of study (full-time - part-time) must be submitted by CW33 at the latest for the autumn semester (HS) and by CW03 at the latest for the spring semester (FS)	By Sunday CW03 or Sunday CW33
Graduation	**Graduation ceremony** - Certificates will be awarded to students at the graduation ceremony; otherwise, they will be sent by post.	Friday CW35