

**PROCEDURE TO ESTABLISH THE LEARNING
AGREEMENT/STUDY PLAN 2017-2018**
-COURSE RESTRICTIONS AND PROCEDURE-

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General information

The complete course catalogue of the University of Geneva is available here:
www.unige.ch/progcours

When the name of the course is in English, the course is given in English.
 If the name of the course is in French, the course is given in French.

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

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.

Students registered for the Certificate in Transnational Law: the students must have completed at least 2 years (or 120 ECTS) in legal studies. 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/admission/admissionB.html

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 B1 French level. It is possible to combine this programme with courses from other Faculties of the University of Geneva.

FACULTÉ DES SCIENCES

Faculty of Sciences

Please consult the Faculty website: <http://www.unige.ch/sciences/index.html>

FACULTÉ D'ÉCONOMIE ET MANAGEMENT (GSEM)

Geneva School Of Economics And Management

Master students are not allowed to take bachelor courses. The specific course catalogue is available here:

www.unige.ch/gsem/fr/etudiants/programmes-detudes/

and the tutorial for class schedule:

https://unige.ch/gsem/files/5315/0600/9715/Mobilite_2017_09_18_Tutorial_-_Class_Schedule_002.pdf

The Master in Trading is not open for exchange students. The MA in Standardization, Social Regulation and Sustainable Development is allowed on a case-by case basis.

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

The specific course catalogue is available here:
http://wadme.unige.ch:3149/pls/opprg/w_rech_cours.rech_dans_fac?p_langue=1&p_annee=2017&p_fac=UNIGE.SDS

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

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 now mandatory.

The following courses are not open for exchange students:

Educational Sciences :

- Introduction seminars for 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*).
 - 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-*)
- 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: <https://www.unige.ch/theologie/>
For any information, please contact Christophe Collaud, academic advisor:
Christophe.Collaud@unige.ch.

FACULTÉ DE TRADUCTION ET D'INTERPRÉTATION (FTI) *Faculty of Translation and Interpreting*

The specific course catalogue is available here:
www.unige.ch/fti/fr/mobilite-echanges/etudiants-in/

Several courses at the FTI have restrictions according to the level of language. 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)

Details can be found on the Faculty website:
<https://unige.ch/gsi/fr/espace-etudiants/espace-etudiants-mobilite/mobilite-in/>

Master students are not allowed to take Bachelor courses, and inversely Bachelor students are not allowed to take Master courses.

The seminar « Global History Lab » has limited space. Places are not guaranteed.

The course « International Geneva » is only open for students coming from universities that are members of the *Geneva Global Study Network (GGSN)*.

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 students need to take into account all the previous information in order to complete the list of the courses they would like to take.
- 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.

Some change can occur. The final study plan will be revised once you are in Geneva with your academic advisor.

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

CODE	Faculty-Name of the course	Hours	Credits (ECTS)
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In our course catalogue :

- CR and SE indicate the nature of the course (CR : course ; SE : seminar ; TP : travaux pratiques).
- 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).

Exemple:

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