INFORMATION ON STUDYING AND HOW TO APPLY FOR ADMISSION AT THE UNIVERSITY OF BERN

www.unibe.ch

Information on Studying and how to apply for Admission

Academic year 17/18
"Die Uni Bern hat genau die richtige Größe. Man kennt sich und lernt viel in Gruppen. Das ist effektiv und macht Spass."
Andrea, student in psychology

"Berne est une excellente place pour les études et le shopping, mais principalement pour les rencontres humaines. De merveilleuses rencontres à faire!"
Laurine, exchange student from the University of Geneva

Yoshitaka, exchange student from Japan

Laura, student in social anthropology

"Your university is gaining popularity with our students and we have seen an increased interest ... would it be possible to send more ..."
D. Steele, International Relations Office, NTU, Singapore

"Mein Studium in Bern ist deshalb so spannend, weil viele weitere Fächer einfließen. Schon im dritten Semester können wir eigene Experimente durchführen und frühzeitig praktische Erfahrung sammeln."
Alain, student in psychology

"Die Chemie stimmt an der Uni Bern! Im Ernst, es ist super spannend zu sehen, wie viel mit biochemischen Prozessen zusammenhängt. Deshalb sehe ich auch beruflich interessante Möglichkeiten."
Liam, student in chemistry
Preliminary Remarks

You would like to study at the University of Bern? You will find here all the information you need about applying.

For further information we recommend in particular the websites www.bachelor.unibe.ch/eng and www.master.unibe.ch/eng plus the following documents which are available on the internet:

• the curricula and regulations of the faculties (RSL)
• the curricula and regulations specific to your chosen course of study

Please apply on-line at www.application.unibe.ch.

The University of Bern is always glad to answer any questions you may have, and looks forward to receiving your application.

Bern, November 2016

This brochure was translated from the German version. In case of any discrepancy between the German and this English version, the German print version shall prevail.

Cette brochure est également disponible en français.
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1 Degree structure and degree programmes

All courses at the University of Bern are two-tiered with bachelor and master’s degrees.

The bachelor course consisting of 180 ECTS credits lasts for six semesters (= three years). It provides an academic foundation in the particular subject. The successful completion of this course is a precondition for acceptance for the master’s degree.

The master’s course consisting of 90 or 120 ECTS credits lasts for three or four semesters (= 18 months or two years) and goes more deeply into the subject. Students may choose to continue with a master’s course in the same subject as their bachelor, or to take a master’s course with a specific area of specialisation. A master’s degree is a precondition for a doctorate. In some subjects there are specials doctoral programmes (PhD courses).

You can find information about the structure of the courses on the websites www.bachelor.unibe.ch/eng and www.master.unibe.ch/eng. You can also find information there which will help you to put together your personal study programme (subject combination, single subject or major, area of specialisation, and - where relevant - minor and/or electives.

1.1 Important concepts

• Faculty
Each course of study comes under a specific faculty, which is responsible for its own teaching activities and for the examinations. The faculty is also responsible for the recognition of academic credits already awarded at a different university. You can find the addresses in 6.2.

• ECTS credits
All study attainments are assessed according to the European Credit Transfer System. A specific number of ECTS credits must be obtained in each study programme in order for a degree to be awarded. The number of credits for the individual subject areas is stipulated in the curricula and course regulations.

• Single subject (Monofach) course of study
For single subject course of study (bachelor 180 ECTS credits, master’s 90 or 120 ECTS credits) you are registered for only one subject. Lectures etc. in other branches of study are listed in the curriculum.

• Major/Minor course of study
In major and minor study courses the curriculum is made up of one major and one or several minors. In certain courses you can choose between several different allocations of ECTS credits.
• **Major**
The major is the main subject you are studying. In certain courses you can choose the number of ECTS credits (120 or 150) you wish to be allocated in your major. You must combine the major with one or more minor to enable you to accumulate 180 ECTS credits, the minimum number required for bachelor’s degree.

• **Minor**
Minors are the subsidiary subjects in your studies. They can be taken for 60, 30 or 15 ECTS credits. You can find information about the exact possibilities for combining them in the curricula of your chosen major. The list of the available minors can be found under [www.bachelor.unibe.ch/eng](http://www.bachelor.unibe.ch/eng) and [www.master.unibe.ch/eng](http://www.master.unibe.ch/eng).

• **Specialised option**
For some courses you either may or must select a special qualification option. Special qualifications are mentioned in the degree title (e.g. Master of Arts in History with special qualification in...). Areas of specialisation are not mentioned in the degree title.

• **Optional courses**
These are lectures, seminars, projects etc. which can be selected from the entire range of courses offered by the university. They are indicated as such in the on-line lecture list [www.ksl-vv.unibe.ch](http://www.ksl-vv.unibe.ch). During your bachelor studies you may choose electives worth 15 ECTS credits. You can find out from the curriculum whether it is possible to take electives.

• **Additional achievements**
Additional achievements (Zusatzleistungen) is the expression used if you obtain further optional credits in addition to the minimum laid down in the curriculum. These will be mentioned separately in your diploma supplement.

1.2 **Degree courses**
See [www.bachelor.unibe.ch/eng](http://www.bachelor.unibe.ch/eng) and [www.master.unibe.ch/eng](http://www.master.unibe.ch/eng).

1.3 **The faculties**
On the following pages the Faculties of the University of Bern present themselves.
Personal choices and social developments are greatly influenced by religious worldviews and values. A deep knowledge of one’s own religion and the religions of others is thus key to understanding basic cultural attitudes and ultimately to a more tolerant coexistence.

In addition to the widest possible knowledge of Christian and non-Christian religious traditions and worldviews, the Faculty of Theology provides you with an academically methodical, theologically informed evaluative competence. You will become acquainted with a faculty which is cosmopolitan, polyphonic and contemporarily critical. It is thus consistent in both ecumenical and in inter-religious dialogue and conducts strong mentoring. The specific curriculum covers a very wide field from biblical concepts of creation in medical ethics to Tibetan Buddhism to the criticism of religion.

So that the "dialogue of churches and religions" is not an empty slogan, the Faculty of Theology is firm in promoting international networking. In addition to intensive contacts with partner schools in Eastern Europe and overseas, it participates in the Erasmus student exchange scheme and thus is not just for international students, but also opens the opportunity to study abroad to you. Dialogical conversation culture is particularly well maintained at Bern. Besides a close connection with the local churches, the faculty also has close contacts with exponents of non-Christian worldviews.

Approximately 70% of theology students start their career after graduation in the church and find it a very secure field of work. The remaining 30% are active in very diverse professions, such as journalism, politics and business consulting.
Political issues in state and society, justice and ethics, economics and the resolution of conflicts - all these topics are the subject of law. The course prepares you in a concrete and practical way for one of the broadest and most exciting professions of our time.

At the Faculty of Law you are prepared for a legal career in a practical way from the start. A tried and tested programme of tutorials eases your entry into student life. After a two-semester introductory period, you work together with experienced and distinguished individuals in research and practice on the foundation of the legal profession. After six semesters, you finish the main study of the bachelor's degree.

In the master’s programme, you have the freedom to select and so bring your studies and your interests together. You have the opportunity to extend your skills in one of the five priority areas according to your preferences and objectives. The Faculty participates in the Erasmus student exchange programme and has bilateral exchange agreements. This enables you to study abroad for a semester at one of the partner schools in Europe or overseas.

In Bern, you benefit from proximity to the administration of the federal capital, and not least from one of the largest and most beautiful open access libraries in Switzerland. The Bern Faculty is the second largest law school in the country and traditionally enjoys positive rankings.

Graduates of the Faculty enjoy high acceptance in the labour market - regardless of whether they pursue careers as lawyers, judges, notaries or in responsible positions in business, politics or journalism.

• Faculty of Law (rw)

"The University of Bern is very centrally located and close to political events in the capital city of Bern. I like the variety of the master’s programme and the many opportunities to participate in national and international student projects."

Karin, 3 semester Master of Law
Faculty of Business, Economics and Social Sciences (wiso)

"At the Faculty of Business and Social Sciences I enjoy both the free and therefore very personal composition of my degree course and the high professional competence of teachers."

Fabian, 1 Semester Master of Economics

Economy and society are highly complex, dynamic systems that constantly offer you new opportunities and challenges. A study at the Faculty of Economics and Social Sciences provides you with an excellent starting position for your career.

Only after you have gained a solid overview of the important fundamentals of the disciplines in the interdisciplinary introductory study do you make the final decision about your subject combination. The Faculty of Business, Economics and Social Sciences sets practicallly no limits on the combination of your major and minor and gives you the space to pursue your interests more extensively. Through the skilful combination of your subjects, you acquire sought-after interdisciplinary knowledge.

Special emphasis is placed on developing your organizational skills and independence. You learn to take responsibility for your ideas and goals and to make correct decisions based on your own analysis.

After completion of the three-year bachelor’s degree, you have the chance to raise your profile further in the master’s degree.

A very concrete and practical approach is particularly important to the Faculty. Internships and semesters abroad at an early stage ensure you are able to expand your personal horizons and seamlessly integrate later into professional practice. The close and up-to-date contacts that the Faculty maintains with companies and institutions will help you.

A good climate between students and teachers contributes to an inspiring atmosphere that encourages your ideas and your commitment.

With a bachelor’s or master’s degree from the Faculty of Business, Economics and Social Sciences you can find not only the best deal in the dynamic business environment - with some energy, you can actively participate in it.
The study of medicine has changed dramatically in the last ten years. Instead of frontal lectures, problem-based teaching in small groups and hands-on learning at the bedside have come increasingly to the fore. In research, teaching and clinical practice, you work with outstanding physicians in achieving your career goals.

The attractive and modern teaching at the Faculty of Medicine is based on the daily work of the faculty in research and clinical practice. The Inselspital, one of the largest hospitals in Switzerland, provides teachers and students daily with new, real challenges and at the same time guarantees practical and academic training. After you have passed the mandatory aptitude test, the Faculty gives you the basics of medicine in the bachelor’s degree. You are supported in daily practice by experienced tutors. During the course, not only will you be taught solid and recognized expertise and practical skills; you will also be trained in the social skills necessary when dealing with patients, and your scientific curiosity will be aroused.

The completion of the master’s degree is a prerequisite for admission to the subsequent federal examinations for medical and specialist training, at the end of which a successfully completed certification examination enables you to practise medicine independently. The Faculty of Medicine has numerous research focuses on current scientific issues. For example, you will be actively involved in your studies in interdisciplinary research projects of international relevance in the areas of bioengineering and clinical neuroscience. The quality of teaching has been constantly evaluated for many years. This is in pursuit of the Faculty of Medicine’s claim to offer graduates an education at the highest level. In addition to the systematic teaching of technical skills, you are encouraged to interpret your vocation responsibly, critically and creatively in the service of patients.
"Having grown up hunting and breeding deer, I was especially interested in the lifestyle and pathology of wild and zoo animals, in which Bern leads Switzerland. Today I appreciate the small yearly intakes and uncomplicated contact with the lecturers."

Tobias, 6 semester Veterinary Medicine

The study at Switzerland’s only veterinary faculty offers the solid and varied training that a multi-faceted profession needs. The duties of veterinary medicine are wide-ranging, interdisciplinary and forward-looking. New challenges arise constantly.

In the autumn of 2006, the Faculty of Veterinary Medicine at the University of Bern merged with its sister school in Zurich to form the national Vetsuisse Faculty, with the aim of ensuring first-class veterinary care for Switzerland and enhancing international competitiveness. The main tasks of veterinary medicine are to use preventive and curative measures to promote animal health through innovative research and high-quality university teaching. In times of the growing importance of consumer and animal protection, a further factor is drawn into the focus of veterinary everyday life: promoting the quality of foodstuffs in the interests of humans and animals from the farm to the table.

Studies at the Vetsuisse Faculty are modular. As a student, you benefit from a solid introduction and numerous organ-centred modules in the first three years of study. After symptom-oriented training in the fourth year, you go through the fifth year of study in the institutes and clinics of the Faculty as an intern and thus focus intensively on topics you select for yourself. Using the Erasmus student exchange programme, the Faculty encourages you to expand your horizons at any time at one of our many partner universities from Oslo to Las Palmas. Upon successful completion of the course (master’s degree), you have the opportunity to take a PhD within the Faculty or, after passing the federal final examination to pursue an exciting professional practice. In addition to the profession of veterinary surgeon, numerous perspectives in research or public health are available.
Culture, history and language – brought together in a vibrant and diverse faculty that is involved in the dialogue between research and teaching in the definition of the future of the humanities and social sciences.

Historical and social issues influence each other and are related to current problems of everyday social relevance. In the first semester, Faculty of Humanities provides you with the principles and methods of academic work. After an initial orientation, you compose your study programme individually according to your interests.

The characteristics of the faculty are a broad open horizon and a clear commitment to a problem-oriented and interdisciplinary approach. Beyond the boundaries of the Faculty, the institutions are in dialogue with international partners. Three new research centres will provide a constant stream of new ideas in teaching and research.

The Centre for Cultural Studies, for example, combines the disciplines of literary theory, music and theater studies, art history and cultural anthropology and uses their methods to examine phenomena of everyday culture and the tension between “serious” and “popular” culture. The faculty also participates in interdepartmental programmes such as the Research Centres for Jewish Studies, Gender Studies, and Climate Research. Studies at the Faculty of Humanities will prepare you for various career fields. Against the background of an ever-changing employment market, you are thus aligned very flexibly and universally.

The high-quality education opens up an exciting world of work within and outside of the actual fields of study with excellent career opportunities, for example in research, the federal government and the cantons, in the media or in business.
• Faculty of Human Sciences (phil.-hum.)

"I think the lively atmosphere in the Faculty of Human Sciences is very appealing. The expertise of the lecturers and the many options of study design make a targeted planning of individual career goals feasible."

Lea, 6 Semester Bachelor of Education

The Faculty of Human Sciences has a clear focus: The focus is on human thinking, feeling and acting in a social context.

A degree from the Faculty of Human Sciences offers you a broad and exciting programme of studies that allows you to see the bigger picture beyond the individual disciplines. The faculty seeks to provide you with the sound scientific skills that are necessary for empirical research and the explanation of human action.

These include not only theoretical knowledge of individual disciplines and its applications, but also a sound understanding of methods. Armed with these skills, you can engage more fully with interesting problems in your individual discipline in the master’s degree.

At the Faculty, you will notice the open climate for discussion, which derives inter alia from noticeably flat hierarchies. We attach great importance to providing insight into the worlds of work and research. The Faculty of Human Sciences is far from being an ivory tower.

Besides the teaching, you can foster the link between current research issues and practice in many research areas of individual disciplines, such as public advisory services, psychotherapeutic practices or colloquia, such as the Bern sports science talks. These opportunities can be largely categorized as one of three faculty focuses: learning, wellbeing, and lifelong development.

Upon completion of your studies, you are in a good starting position for many interesting professions, certainly not limited to the areas of psychology, sports or education.
The origin of the universe, evolution and ecology, natural hazards and climate change: science is faced with major challenges and exciting questions.

After a broad basic training, the Faculty of Science guides you early into current research. In small groups of highly motivated research, you are well supervised and work daily with outstanding minds from many interesting disciplines.

The Institute of Physics is one of the world leaders in space research. Back in 1969, a Bernese solar wind sail accompanied Neil Armstrong to the moon. Today, high-precision equipment is underway on board the Rosetta mission with the aim of analysing comet gases and thus of investigating the age-old question of extraterrestrial life.

Highly exciting National Centres of Competence in Research (NCCR) are located in the Faculty. NCCR Climate and NCCR North-South deal with burning interdisciplinary issues of global relevance with other universities.

In this department, you acquire not only a broad theoretical knowledge but the established analytical and methodological skills that enable you to actively participate in ongoing research projects at the University of Bern and numerous international partner institutions. Through close cooperation with industry, focus is always laid on practice. With a dash of inspiration, commitment, and creativity, a varied and vibrant world of work in teaching, research or industry opens up to you, and thus an excellent perspective to help shape a piece of the future of science.


2 Study and living expenses

Study and semester fees (including subscription to the Student Union of the University of Bern - SUB) amount to CHF 805 per semester. Students who have left the SUB pay CHF 784.

Renting a room varies from about CHF 560 to CHF 890 per month (student hostel). The SUB (www.sub.unibe.ch) can help in the search for rooms and has an accommodation website.

The addresses of the Students Lodge are (www.vbsl.ch):
- Waldmannstr. 15, 3027 Bern, phone +41 (0)31 991 11 67 (Administration)
- Mühledorfstr. 28, 3018 Bern, phone +41 (0)31 991 91 75
- Bolligenstrasse 91, 3065 Bolligen


Living costs amount to about CHF 570 per month. The University of Bern has a number of student canteens (www.mensa.unibe.ch).

You will find suggested budgets of different organisations at www.unibe.ch/eng ‘Studies’ → ‘Organizational Matters’ → ‘Student Financing’.

Fees for books/study materials: turn to the relevant academic student advisor; see www.bachelor.unibe.ch/eng and www.master.unibe.ch/eng.

3 Registration

3.1 Semester dates: Lecture period

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3.2 Start of studies

You may start a master’s course in the spring semester as well as in the autumn, if the regulations and curricula of your course allow this. Some bachelor courses may also be started in the spring semester. More information can be found on the degree courses at www.bachelor.unibe.ch/eng and www.master.unibe.ch/eng.
3.3 Application deadlines

Please apply on-line [www.application.unibe.ch](http://www.application.unibe.ch). Your application must arrive at the University on or before the following deadlines:

- **Autumn semester 2017**: 30 April 2017
- **Spring semester 2018**: 15 December 2017

For all **medical disciplines** and for a **sport science bachelor major or minor worth 60 ECTS credits** a special deadline applies (see 3.4 and 3.5). You may apply for **one degree programme only** and be registered at only one Swiss university or institution of higher education at the same time. If you have already matriculated at another Swiss university, federal institute of technology, university of applied sciences or university of teacher education you cannot matriculate at Bern.

3.4 Medical courses

The application deadline for medicine, dentistry or veterinary studies is 15 February 2017 (midnight) directly **on-line** at [swissuniversities](http://med.swissuniversities.ch); Address: swissuniversities, Medizin & Gesundheit, Effingerstrasse 15, P. O. Box, 3000 Bern 1, [www.swissuniversities.ch/de/med](http://www.swissuniversities.ch/de/med), med@swissuniversities.ch, phone +41 (0)31 335 07 70 (08:30 – 11:30 a.m.). No late applications can be accepted.

The aptitude test will be held on Friday, 7 July 2017.

Anyone who has met the deadline for application with swissuniversities for a medical course at Bern and who does not get a place, can transfer their registration to a non-medical course at the University of Bern up to the middle of August without incurring a late fee, as long as their previous education qualifies them to do so. Therefore please do not submit an additional application for a non-medical course directly to the University of Bern (except for a bachelor major or minor worth 60 ECTS credits in sport science).

Students who are already part way through a medical course must apply with a special pdf paper form that is available at our Admissions Office as of January 2017. Application deadline: **15 February 2017** (date of receipt). No late applications can be accepted.
3.5 **Sport science**

The number of student places for Sport Science is limited. If more registrations are received than there are places available, applicants must take an aptitude test. The **Admissions Office must therefore receive your application by 15 February 2017**, if you wish to study sport science as a major or as a minor worth 60 ECTS credits. Late applications will not be accepted. A decision about the holding of an aptitude test will be taken after the deadline for application. Dates of the aptitude test: 28 and 29 April 2017; see www.ispw.unibe.ch. All those who have applied will receive the necessary information directly from the Institute of Sport Science.

3.6 **Late application**

Late applications with all the necessary documentation must arrive at the University on or before 31 August for the autumn semester or 31 January for the spring semester (Exceptions: Sport science bachelor major and minor worth 60 ECTS credits and all branches of medicine). Late registration incurs an additional fee of CHF 100. If you apply with non-Swiss qualifications (www.bachelor.unibe.ch/checklist or www.master.unibe.ch/checklists), hard copies of all the required documents must reach us by 31 August or 31 January. Moreover, we reserve the right to transfer your application to the next possible semester, if you apply late and
- must take a test or
- must apply for an entry visa for Switzerland or
- want to continue in an advanced semester, which requires the assessment of your qualifications and a placement decision or
- seek admission to a non-consecutive master’s degree programme, which requires the assessment of your qualifications and a placement decision.

3.7 **Compulsory registration for doctoral candidates**

Doctoral candidates must be registered during the whole period during which they are working on their dissertation. The fee for doctoral students is CHF 200 per semester. An additional fee of CHF 100 is charged for the initial registration. The procedure for registering as a doctoral student can be found at www.doctorate.unibe.ch.

3.8 **Academic mobility students**

Students registered at a different Swiss university, attending the University of Bern for only one minor worth max. 60 ECTS credits, must register on-line (www.application.unibe.ch) by 31 August and 31 January.
3.9 **Students in continuing education and auditors of lectures**

- Students in continuing education ([www.weiterbildung.unibe.ch](http://www.weiterbildung.unibe.ch)) following courses at the level of MAS (Master of Advanced Studies), DAS (Diploma of Advanced Studies) and CAS (Certificate of Advanced Studies) register with the study coordination of the relevant programme.
- Auditors of lectures ([www.hoerer.unibe.ch](http://www.hoerer.unibe.ch)): Register with the Admissions Office using the relevant registration form.

4 **Checking application for admission**

The application fee is CHF 100. If your permanent residence is in Switzerland, you will receive a pay-in slip about two weeks after your application for admission has been received. If the application fee is not paid within the deadline, the registration is automatically considered to have been withdrawn. Once paid, the application fee will not be refunded.

**Applicants who do not hold Swiss qualifications** are requested to read the information to be found at [www.bachelor.unibe.ch/application_int](http://www.bachelor.unibe.ch/application_int) or [www.master.unibe.ch/application_int](http://www.master.unibe.ch/application_int) to submit the documents listed there. When your application fee has been received, but no earlier than April for the autumn semester or November for the spring semester, you will receive a letter inviting you to submit the requisite original documents and photocopies. Please do not send any documents with your application to register if you have a **Swiss qualification**.

When we have checked your original documents (e.g. your upper secondary school-leaving certificate) we will send you details enabling you to access your campus account, which you can use to register for the components of your course. At this time you will also receive the invoice for your study and semester fees. You will receive confirmation of your matriculation as soon as we have received payment of your study and semester fees.
• From application to matriculation

**On-line registration**
Normal deadline: 30 April  
Late: 31 August

↓

**Acknowledgement**
By e-mail within 5 days

↓

**Receipt of pay-in slip**
for the registration fee  
and late fee, where applicable  
approx. 2 weeks after application

↓

**Sending of invitation to complete matriculation**
after receipt of payment  
(no earlier than April for entry in autumn and November for entry in spring); original documents must be submitted

↓

**Checking of documents**
within 3 to 4 weeks

↓

**Return of your original documents**
**Sending of campus account**  
(i.a. to register for courses) and  
invoice for study and semester fees

↓

**Sending of UNICARD and confirmation of matriculation**
After receipt of payment

If you do not have **Swiss qualifications**, please follow the registration procedure on the internet at [www.bachelor.unibe.ch/application_int](http://www.bachelor.unibe.ch/application_int) or [www.master.unibe.ch/application_int](http://www.master.unibe.ch/application_int).
5 Explanatory remarks on the data of the registration form

The following remarks refer to specific fields in the on-line registration form and the pdf registration form on the internet.

5.1 Your address
Please provide us with the address to which we are to send correspondence. Inform us of any changes of address.

5.2 Personal data
- Matriculation number:
  If you have already studied at another Swiss university, federal institute of technology, university of applied science (UAS), or teacher training college, you must send us your 8-digit number. You can find it on a sticker on the back of your upper secondary school leaving certificate or diploma.
- Old age and survivors’ insurance fund (AHV) number:
  You find this number on the Swiss health insurance card. You may state 000.0000.0000.00 if you are living outside of Switzerland at the time of application.
- Place of origin (Heimatort):
  You can specify only one place of origin. Only currently existing political entities and valid places of origin can be selected.
- Photo:
  Download a passport photograph. The photograph will be used for your UNICARD (student ID).

5.3 Details of previous education
- Swiss qualification:
  - School leaving certificate (Matura):
    If you have just taken the Matura exams, you have a Matura certificate. Choose your main subject.
  - School:
    The dropdown shows all the schools in each canton which award this qualification. Select your school.
  - Place of residence on acquisition of the certificate:
    This means the political commune where you were registered at the time you were awarded your certificate of education (e.g. Matura). Your legal place of residence would usually be that of your parents if you did not yet have a place of residence of your own.
- International qualification:
  Specify which qualification you hold, and what state issued it.
5.4 **University studies so far and examinations taken**
- Enter all your studies so far at Swiss and international universities including the number of semesters.
  Indicate whether you have acquired a degree (bachelor, master, diploma).
- You are obliged to inform us of any **examination failures** at the University of Bern or at any other Swiss or international university, as a result of which you were barred from continuing your studies in the course concerned. This also applies to exams taken between the submission of your application for admission and the start of your studies.

5.5 **Study information**
Please note the information in the internet, especially the relevant curricula.
- **Course of study, subject options, electives and compulsory subjects:** Enter the desired course of study as well as the study programme if needed. Where several variants are available, select the desired combination of ECTS. Then you can select the possible minors. For detailed information please consult the curricula in the internet or inquire from the academic student advisors; see courses of study at [www.bachelor.unibe.ch/application_int](http://www.bachelor.unibe.ch/application_int) and [www.master.unibe.ch/application_int](http://www.master.unibe.ch/application_int). The degree awarded for the first period of study is always a bachelor.
- **Admission to a higher semester:** Those continuing studies indicate the desired level.

5.6 **Documents to be handed in with an application with international qualifications**
See [www.bachelor.unibe.ch/checklist](http://www.bachelor.unibe.ch/checklist) or [www.master.unibe.ch/checklists](http://www.master.unibe.ch/checklists)

We are only able to process applications that have been completed in full.
6 Important addresses

6.1 Information offices

**Admissions Office**
University main building  
Hochschulstrasse 4, 3012 Bern  
Phone +41 (0)31 631 39 11  
info@zib.unibe.ch  
www.unibe.ch

**On-line Study Guide of the University of Bern**
Publisher: Bern Higher Education Counselling Centre  
www.studienfuehrer.unibe.ch → EN

**BENEFRI**
The network of the Universities of Bern, Neuenburg and Fribourg

**Admissions Office**
Hochschulstrasse 4, 3012 Bern  
Phone +41 (0)31 631 39 11  
info@zib.unibe.ch  
www.unifr.ch/benefri/de

**Office of Education of the Canton of Bern**
Department of Grants (scholarships)  
Sulgeneckstrasse 70, 3005 Bern  
Phone +41 (0)31 633 83 40  
www.erz.be.ch

**Kantonale Studien- und Laufbahnberatungsstellen**
www.agab.ch/beratungsstellen.html

**swissuniversities**
Effingerstrasse 15, P.O. Box 3000 Bern 1  
www.swissuniversities.ch/en

**Student Union of the University of Bern (SUB)**
Lerchenweg 32, 3012 Bern  
Phone +41 (0)31 631 54 11  
www.sub.unibe.ch  
- Accommodation and Services Office:  
  Phone +41 (0)31 631 54 11  
- Job Centre:  
  Phone +41 (0)31 631 35 76

**Stifung Kinderbetreuung im Hochschulraum Bern**
Donnerbühlweg 32,  
Sahlistrasse 42 and
Erlachstrasse 9  
3012 Bern  
Phone +41 (0)31 301 91 09  
www.kihob.ch

**Residence Service, Migration and Immigration Police of the City of Bern**
Predigergasse 5, 3011 Bern  
Phone +41 (0)31 321 53 00  
www.bern.ch/themen/umzug
6.2 Faculties

- Faculty of Theology
  Dean's office
  Länggassstrasse 51, 3012 Bern
  Phone +41 (0)31 631 80 61
dekanat@theol.unibe.ch
  www.theol.unibe.ch

- Faculty of Law
  Dean's office
  Schanzeneckstrasse 1 (1st floor)
P.O. Box 8573, 3001 Bern
  Phone +41 (0)31 631 82 65
  sylvia.kilchenmann@rwdek.unibe.ch
  www.rechtswissenschaft.unibe.ch

- Faculty of Humanities
  Dean's office
  Länggassstrasse 49, Unitobler
  3012 Bern
  Phone +41 (0)31 631 30 51
  info@histdek.unibe.ch
  www.philhist.unibe.ch

- Faculty of Human Sciences
  Dean's office
  Fabrikstrasse 8, 3012 Bern
  Phone +41 (0)31 631 55 12
  barbara.lewis@humdek.unibe.ch
  www.philhum.unibe.ch

- Faculty of Science
  Dean's office
  Sidlerstrasse 5, 3012 Bern
  Phone +41 (0)31 631 32 09
  natdek@natdek.unibe.ch
  www.philnat.unibe.ch

- Vetsuisse Faculty of Veterinary Medicine
  Dean's office
  Länggassstrasse 120, P. O. Box
  3001 Bern
  Phone +41 (0)31 631 25 11
  susanne.portner@vetsuisse.unibe.ch
  www.vetsuisse.unibe.ch

- Faculty of Business, Economics and Social Sciences
  Dean's office
  Schanzeneckstrasse 1
  3012 Bern
  Phone +41 (0)31 631 82 70 / 32 96
  info@wisodek.unibe.ch
  www.wiso.unibe.ch

- Faculty of Medicine
  Dean's office
  Murtenstrasse 11, 3010 Bern
  Phone +41 (0)31 632 35 53
  info@meddek.unibe.ch
  www.medizin.unibe.ch

- Faculty of Business, Economics and Social Sciences
### 7.1 Students and doctoral students by faculty and gender

#### Autumn semester 2015

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Women</th>
<th>Men</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theology (381, F: 54%)</td>
<td>206</td>
<td>175</td>
</tr>
<tr>
<td>Law (2241, F: 55%)</td>
<td>1'229</td>
<td>1'012</td>
</tr>
<tr>
<td>Bus., Eco. &amp; Soc. Sc. (2765, F: 39%)</td>
<td>1'088</td>
<td>1'677</td>
</tr>
<tr>
<td>Medicine (2722, F: 55%)</td>
<td>1'498</td>
<td>1'224</td>
</tr>
<tr>
<td>Vetsuisse (571, F: 78%)</td>
<td>447</td>
<td>124</td>
</tr>
<tr>
<td>Humanities (2731, F: 60%)</td>
<td>1'649</td>
<td>1'082</td>
</tr>
<tr>
<td>Human Sciences (3514, F: 72%)</td>
<td>2'530</td>
<td>984</td>
</tr>
<tr>
<td>Sciences (2454, F: 42%)</td>
<td>1'021</td>
<td>1'433</td>
</tr>
<tr>
<td>Inter-faculty (51, F: 59%)</td>
<td>25</td>
<td>26</td>
</tr>
</tbody>
</table>

**Total students 17'430**

### 7.2 Degrees in 2015

<table>
<thead>
<tr>
<th></th>
<th>Bachelor</th>
<th>Master</th>
<th>Doctorate</th>
<th>Continuing Education¹</th>
<th>Qualification as a lecturer</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>All</td>
<td>Women</td>
<td>All</td>
<td>Women</td>
<td>All</td>
</tr>
<tr>
<td>Theology</td>
<td>12</td>
<td>7</td>
<td>15</td>
<td>5</td>
<td>4</td>
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<tr>
<td>Law</td>
<td>216</td>
<td>128</td>
<td>252</td>
<td>157</td>
<td>17</td>
</tr>
<tr>
<td>Bus., Econ. &amp; Soc. Sciences</td>
<td>317</td>
<td>140</td>
<td>267</td>
<td>109</td>
<td>16</td>
</tr>
<tr>
<td>Medicine</td>
<td>201</td>
<td>99</td>
<td>310</td>
<td>176</td>
<td>269</td>
</tr>
<tr>
<td>Vetsuisse</td>
<td>55</td>
<td>39</td>
<td>52</td>
<td>41</td>
<td>42</td>
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<tr>
<td>Humanities</td>
<td>282</td>
<td>188</td>
<td>242</td>
<td>168</td>
<td>46</td>
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<tr>
<td>Hum. Sciences</td>
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<td>184</td>
<td>215</td>
<td>165</td>
<td>30</td>
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<tr>
<td>Science</td>
<td>223</td>
<td>97</td>
<td>213</td>
<td>107</td>
<td>110</td>
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<tr>
<td>inter-faculty</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1575</strong></td>
<td><strong>882</strong></td>
<td><strong>1566</strong></td>
<td><strong>928</strong></td>
<td><strong>534</strong></td>
</tr>
</tbody>
</table>

¹ Master MAS 259 (173 females), Diplomas DAS 99 (26 females), Certificates CAS 168 (81 females)

Additional statistics are available at [www.statistik.unibe.ch](http://www.statistik.unibe.ch)
1 Zulassung, Immatrikulation, Beratung
2 Berufs-, Studien, Laufbahnberatung BIZ
3 Beratungsstelle der Berner Hochschulen
4 Mensa
5 StudentInnenschaft SUB