

Student Services

University of Basel Student Administration Office Petersplatz 1, Postfach 4001 Basel, Switzerland T +41 61 207 30 23 www.unibas.ch/studseksupportEN

## Information sheet Documents for a master's application with a bachelor's degree from a Swiss higher education institution (fall semester 2025)

The following list (see also page 2) contains all documents that must be uploaded for a master's application with a bachelor's degree from a Swiss higher education institution (www.unibas.ch/application). Each file must be no larger than 20 MB.

The list distinguishes between documents that must be provided when submitting the application and documents that can be submitted by a later, specified deadline if not available at the time of application.

## **Required documents:** .

For all master's programs						
		File format		Late submis- sion deadline		
1.	Declaration of consent (download from the application area)	PDF	Compulsory			
2.	Recent photo for UNIcard (student ID card)	JPG or PNG	Compulsory			
3.	Passport or National ID card	PDF	Compulsory			
4.	Current CV in table form	PDF	Compulsory			
5.	Higher education institution degree relevant to ad- mission (degree certificate, degree transcript/tran- script of records, diploma supplement)*		Can be submit- ted later	12 Sep 2025*		
6.	Academic transcript for current studies (if relevant higher education institution degree has not yet been completed)	PDF	Compulsory			
7.	List of pending, not yet evaluated academic achieve- ments / courses (if any are still pending for the suc- cessful completion of your degree) See: www.unibas.ch/documentsapplication	PDF	Compulsory			
8.	Degree certificate and degree transcript/transcript of records from other studies completed at recognized higher education institutions (where available)		Compulsory where available			
9.	<i>Maturität</i> / secondary/high school leaving certificate (if applicant holds such a certificate)	PDF	Compulsory where available			
10.			Can be submit- ted later	Immediately upon receipt		



Student Services

Document	File format		Late submis- sion deadline		
Additional documents for specialized master's program Sustainable Development:					
11. Module descriptions for courses taken in mathemat- ics and statistics or methods of empirical social re- search on university level	PDF	Compulsory where available			
litional documents for master's program Critical Urbanisms:					
12. Module descriptions about any academic achieve- ments in Urban Studies as well as a written assign- ment/paper (e.g. your Bachelor thesis) from your studies, if available	PDF	Compulsory where available			

\* If degree certificate / degree transcript/transcript of records / diploma supplement are only available at a later date, an official degree confirmation will be accepted (including a complete degree transcript/transcript of records with definitive final grade). In justified cases, the late submission deadline may be extended in consultation with the Student Administration Office.

## **Certified translations**

Original documents created in a language other than German, French, Italian, or English are to be uploaded together with a certified translation in German or English (no translation required for a *Maturität* or secondary/high school leaving certificate). Please consult the binding specifications of the President's Office of the University of Basel for certified translations: <u>www.unibas.ch/certified-translation</u>.

Basel, January 2025