

## Switzerland

### Educational Timeline

- School year: September-June; Graduation occurs in June
- Primary School is six years followed by Secondary School (with Basic or Advanced classes) for three years. In some cases primary school can last only four to five years with a corresponding increase in years of Secondary School; although, the result is nine combined compulsory years of education. Before entering Upper Secondary School, learners can take an optional 10<sup>th</sup> year as an interim solution. Upper Secondary School is divided into the following tracks: Matura Schools, Specialized Middle Schools, Professional Baccalaureate Schools, and Vocational Colleges.

### Group A: Documents That Meet High School Graduation Requirement

Students presenting documents other than those listed below will be evaluated on a case-by-case basis

<i>Maturitätszeugnis/Certificat de Maturité/Attestato di Maturità</i>	Maturity Certificate
<i>Kantonale Maturität/ Maturité cantonale/Bachelier/ Maturità Cantonale</i>	Cantonal Maturity/Bachelor
<i>Diplom/Handelsdiplom/Diplôme des écoles supérieures De cadres pour l'économie et l'administration/Diploma Commercial</i>	Commercial Diploma
<i>Eidgenössisches Berufsmaturitätszeugnis/ Certificat Fédéral de Maturité Professionnelle/Attestato Federale Di Maturità Professionale</i>	Professional Maturity Certificate
<i>Fachmittelschulabschluss/Certificat d'École de Culture Général/ Certificato de Scuola Specializzata</i>	Certificate of Specialized Middle School
<i>Eidgenössisches Fähigkeitszeugnis/Certificat Fédéral de Capacité/Attestato Federale di Capacità</i>	Federal Vocational Education and Training (VET)
<i>Fähigkeitszeugnis/Certificat de Capacité/Attestato di capacità</i>	Certificate of Competency (3 or 4 year program only)
<i>Berufsmittelschulediplom/Baccalauréat professionnelle/ Attestato di Maturità professionale</i>	Professional Baccalaureate
<i>Eidgenössisches Maturität/Maturité federal/Baccalauréate/ Maturità federale</i>	Federal Maturity Certificate/Baccalaureate
<i>Handelsmaturität. Maturité commercial/Maturità commercio</i>	Cantonal Commercial Maturity Certificate
<i>Eidgenössisches anerkannte kantonale Maturität/ Maturité Cantonal reconnu par la Confédération/Maturità cantonale</i>	

<i>riconosciuta dalla Confederazione</i>	Federally Recognized Cantonal Maturity Certificate
<i>Fachmaturität/Maturité Spécialisée/Attestato di Maturità Specializzata</i>	Specialized Maturity Certificate
<i>Diplom/Diplôme/Diploma from Diplommittelschule or École de culture générale/Scuola cultura generale</i>	Middle School Diploma (3 year program)
<i>Primarlehrerpatent/Lehrerpatent/Fähigkeitszeugnis für Elementarlehrer/Wahlfähigkeit als Lehrer/Diplom für das Lehramt an Primarschulen/Certificat d'aptitude à l'enseignement primaire/Brevet d'enseignement Primaire/Diplôme d'enseignement secondaire/Patente di Maestro di scuola elementare</i>	Primary School Teacher Certificate

-All documents must be accompanied by academic records or transcripts for each year of upper secondary education

## **Group B: Documents That Do Not Meet High School Graduation Requirement**

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Comparable to less than completion of US high school

<i>Certificat d' Études</i>	Certificate of Studies
<i>Certificat Secondaire</i>	Certificate of (Lower) Secondary Education
<i>Eidgenössischer Berufsattest/Attestation Fédérale de Formation Professionnelle/Certificato di Formazione Pratica</i>	Basic Federal Vocational Education and Training (VET)
<i>Diplom/Diplôme/Diploma from Diplommittelschule or École de culture générale/Scuola cultura generale</i>	Middle School Diploma (2 year program)
<i>Fähigkeitszeugnis/Certificat de Capacité/Attestato di capacità</i>	Certificate of Competency (2 year program)

## **GPA Calculation**

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Calculate the cumulative high school GPA by converting line-by-line all grades listed on the yearly secondary school transcripts or academic records to US equivalents, then convert to quality points. Courses will be weighted based on credit assigned on the transcript. In cases where exam results are listed on the "Group A" document above (*Maturitätszeugnis/Certificat de Maturité/Attestato di Maturità* and *Kantonale Maturität/ Maturité cantonale/Bachelier/ Maturità Cantonale*) then use the results listed on the certificate only. Convert line-by-line all grades listed on the certificate to US equivalents, then convert to quality points.

## Grading Scale (May not be all inclusive):

Secondary Scale:

Description	Translation	Numeric Grade	US Grade	Quality Points
<i>Ausgezeichnet, sehr gut, très bien</i>	Excellent	6	A	4
<i>gut, bien</i>	Good	5	B	3
<i>Genügend, mittelmässig, satisfant, suffisant</i>	Average/ Sufficient	4	C	2 lowest passing grade
<i>Ungenügend, insuffisant</i>	Insufficient	3-2	D or F	1 or 0
<i>Schlecht, mauvais</i>	Failing	1	F	0

Post-Secondary Scale:

Description	Translation	Numeric Grade	US Grade	Quality Points
<i>Ausgezeichnet, sehr gut, très bien</i>	Excellent	10-9	A	4
<i>Gut, bien</i>	Good	8-7	B	3
<i>Genügend, mittelmässig, satisfant, suffisant</i>	Average/ Sufficient	6-5	C	2 lowest passing grade
<i>Ungenügend, insuffisant, schlecht, mauvais</i>	Insufficient/ Failing	4-1	F	0

## Class Ranking

Class rank is evaluated based on a letter written and submitted by the headmaster or principal of the institution from which the student graduated. The letter must confirm both the student's final position in his/her secondary school class and the total number of students in the graduating class (e.g. the student is 41st in a total graduating class of 112 students). However, students completing tracked or separate degree programs (e.g. *Berufsmittelschulediplom/Baccalauréat professionnelle/Attestato di Maturità professionale*) must be ranked against all other students in a given class who completed the same degree program. Students who take the Swiss Baccalaureate examination (or any other Maturity exam) as private candidates or without attending a recognized Baccalaureate school cannot use the class rank requirement to meet initial freshmen requirements.

## Post-Secondary Education

Students will be charged terms of attendance and considered transfer students if they have enrolled as a regular student and attended one or more courses at any of the types of institutions listed below (may not be all inclusive) or any other institution that requires proof of high school graduation as a pre-requisite for admission (subject to review on a case-by-case basis).

<i>Université/ Universität/Università</i>	University
<i>Fachhochschulen/Hautes Ecoles Spécialisée/</i>	
<i>Scuola universitaria professionale</i>	University of Applied Sciences
<i>Pädagogische Hochschulen/</i>	
<i>Hautes écoles pédagogiques</i>	Pedagogical University
<i>Eidgenössische Technische Hochschule</i>	Federal Institutes of Technology

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