



The European Graduate School
EST. 1994

Registration Form for the Module Expressive Arts Master Exams E

(formerly IT-3/CT-6)

Please fill out the form in block letters and return it by fax or postal mail to the EGS Registration Office. **Registration Deadline is April 30, 2017.**

Attention graduating students: You must be registered by April 30, 2017 in order to secure your participation in the graduating class 2017.

Gender: female
 male

First name	Address
Surname	Zip code, City
		State, Country
Phone		
Email		

Admission requirements

Admission to EGS or a cooperating graduate school is required in order to receive graduate credits. To take non-credit courses, students need the permission of the Dean of the relevant program.

MA students are only able to register for the Expressive Arts Master Exams E (formerly IT-3/CT-6) Summer School Seminar, if their application form and documents have been definitively approved by the appropriate Dean or program director of the MA Program.

➔ **Please do not make any travel arrangements unless your registration is confirmed.**



Graduation Requirements

The following items must be completed before a student can graduate. MA diplomas can only be handed out after this list is completed.

Please include the following items with your registration or bring them to check-in of Summer School:

Include a copy of your EGS Testatbooklet (Testatheft)

Page T “Thesis Requirement” signed by your thesis advisor and editor, it shows that you have completed your thesis.

All six M.A. modules need to be successfully completed and signed in the Testatbooklet by the dean, the assistant to the dean, program director or a core faculty member.

1. Page K or KS

2. Page P (field work, praxis/internship)

3. Page F

4. Page P

5. Page D

6. Intensive Training 3 and ‘Graduation’ **will be signed after passing the exam successfully Page 5 “Program Review A”** for students with the old Testatbooklet. ITS-A students need to have the *sur dossier* documents on file and have the Testatbooklet **page “ITS-A”** signed by the study advisor.

Students with a study plan need to have its completion documented and signed by the student advisor.

Copy of the thesis evaluation from your thesis advisor. **Confirmation letter for each completed module (K, F, P)** from the cooperating institute or module provider.

CD-ROM of your thesis for the EGS library with written authorization to store it in the EGS library.

Bring to Summer School: Your MA Testatbooklet and two copies of your thesis, including the abstract (100–130 words in English) on CD-ROM. One copy is for the seminar “Presentation and Oral Defense” and the other copy is for the thesis display table.

Thesis on the electronic database: EGS stores your Thesis abstract in a database on our website. Please fill out the AHS Research Database Form on our website and confirm the email that will be sent to you to get the form forwarded to the EGS Administration Office:
www.expressivearts.egs.edu/research-database-form

To satisfy copyright requirements, you will have to give EGS permission as follows: (Included on the thesis cover page) “Hereby I give EGS the authorization to send the Thesis file on electronic media to people who are interested in my thesis.”



- Students who are provisionally accepted (do not hold a Bachelor's Degree or its equivalent) must pass the Access Exam before the qualifying third Summer School.
- The Application needs to be complete.
- Please note that the original diploma paper will only be issued if all administrative and financial matters are completed (tuition and fees for room and board).

If your thesis is in its final stages, have your thesis advisor confirm this with a request to the program director or dean to attend the exams. The student may still participate in the graduation ceremony, but will not receive the diploma. The diploma will be sent to the student after all the requirements are fulfilled.

Tuition and Fees

Payment for tuition and fees including room and board fees

Students are only permitted to attend the Summer School Seminars in Saas-Fee, if the payment of application fee, tuition and room and board are fully remitted according to the payment contract mentioned in this brochure. Students applying for matching grants towards the tuition or for work study positions need to have already been admitted and must have registered for Summer School. Students applying for US or Canadian Student Loans cannot also apply for a work-study position or a matching grant.

The students registered for the EGS Summer School Seminars in Saas-Fee must book and pay the room and board fees directly to the Hotel Allalin. Please note that students are required to book accommodations during their stay for the EGS seminars in Saas-Fee through the EGS campus Hotel Allalin only.

Please note

In order to make the registration final for the MA course, this form must be accompanied by proof of payment for the tuition fee.

I have paid through **Bank**, on (date of payment), to

Raiffeisenbank Mischabel-Matterhorn,
Bahnhofstr. 5, CH-3924 St. Niklaus, SWITZERLAND
BIC/Swift code RAIFCH22
Clearing /Routing Number 80496
IBAN CH6680496000007358095
Holder of the account: European Graduate School EHB/EGS,
Ringacker, CH-3953 Leuk-Stadt, SWITZERLAND



Please make sure that the full amount due is being received at the EGS bank account. Additional charges for international bank transfers of the senders bank will have to be covered by the sender. Please include your name with the bank transfer.

I give EGS the authorization to charge my Credit Card

Number of credit card :

3 Digit Security Number on the back of the card :

Expiration date :

Amount :

Please note

Visa or Master Card are the only credit cards accepted at EGS for payment. An administrative service tax of 1% of the due amount will be added to credit card payments.

I am applying for a US Student Direct Loan and I agree that my tuition and fees as well as the required advance payment for room and board of US\$ 1000 per period will be deducted from the Direct Loan granted. **Please note:** The remainder amount for room and board has to be paid to the Hotel Allalin on arrival.

I hereby confirm that I fully understand the payment conditions of the European Graduate School EGS:

Date :

Signature :

Visitor visa regulations for European countries

If you are not a resident of United States, Canada or Europe, please inquire at the Swiss Embassy about current visitor visa regulations for Switzerland (Schengen agreement) at least one month prior to departure!

Insurance Waiver

I agree to be responsible for my own health and accident insurance coverage and waive all claims against the European Graduate School or its employees:

Date :

Signature :

Administration Office

EGS - Administration Office
Alter Kehr 20
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Switzerland

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Fax +41 27 474 99 18
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