



European Graduate School EGS
Arts, Health & Society Division

**Registration form for the Masters Program in
Expressive Arts IT-3 – Summer School 2012**

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, 2012**.

Gender female
 male

First name _____

Surname _____

Address _____

Zip code and City _____

State, Country _____

Phone _____ Fax _____

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.

M.A. students are only able to register for the summer school seminars, if their application form and documents have been provisionally or definitively approved by the appropriate Dean or Assistant to the Dean of the M.A. Program.

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



Masters Program in Expressive Arts IT-3

- This is my third time in Saas-Fee and I am registering for IT-3 is for **graduating students** from all masters programs.

The following items must be completed before a student can graduate. M.A. 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:

Yes, I included a copy of my EGS Testatbooklet (Testatheft):

- Page “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 or a core faculty member.
 1. Module K or KS
 2. Module P or ITS-A-P
 3. Module F
 4. Module Intensive Training P
 5. Module Intensive Training 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.

Independent study students, prior to the check-in in Saas Fee, please have **Page 5 “Program Review B”** signed by the Dean of the M.A. program or Independent Study program of EGS, Prof. Ellen Levine. **Page 5.1 “Survey of EAC”** of the Transcript booklet (Testatheft) should be documented.



European Graduate School EGS

Arts, Health & Society Division

Bring to summer school

Your M.A. **Testatbooklet** and **two copies of your thesis, including the abstract** (maximum 130 words in English). 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 electronic thesis file in a thesis database which is accessible through the EGS our website <http://expressivearts.egs.edu>

To satisfy copyright requirements, you will have to give **EGS** permission as follows:

- Yes, I 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 the thesis requirement is not completed by the summer school, 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.

Please note

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

- I have paid by **international** check, on _____ (date of payment)

→ No personal check will be accepted



European Graduate School EGS
Arts, Health & Society Division

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

Raiffeisenbank Region Leuk
Sustenstrasse 3
CH-3952 Susten

Account Number	13493.31
Clearing Number/Routing number	80527
Swift code	RAIFCH22
IBAN	CH7780527000001349331

Holder of the account
Europäische Hochschule für Berufstätige EHB / EGS
Alter Kehr 20, CH-3953 Leuk-Sadt, Switzerland

I have paid through **Post Finance**, on _____ (date of payment), to

Account Number	60-746858-7
BIC	POFICHBEXXX
IBAN	CH31 0900 0000 6074 6858 7

Holder of the account
European Graduate School EGS
Alter Kehr 20, CH-3953 Leuk-Sadt, Switzerland

I give EGS the authorization to charge my **VISA** Credit Card

Number of VISA credit card	_____
Expiration date	_____
Amount	_____

Please note

VISA is the only credit card accepted at EGS for payments. An administrative service tax of 1% will be added to payments with VISA.

Administration Office

EGS – Administration Office, Alter Kehr 20, CH-3953 Leuk-Stadt, Switzerland
T +41 27 474 99 17, F +41 27 474 99 18, administration@egs.edu