

**Exams
at the
Faculty of Law:
General
Information

(Registration,
Sessions, Dates,
Results)**

27.10.2021

**SPECIAL EDITION OF THE [DOCUMENT](#), INTENDED IN
PARTICULAR FOR MOBILITY STUDENTS.**

0. The Purpose of this Document

This document contains important information about the organisation of examinations at the Faculty of Law, including registration for the examinations, the various sessions, the examination dates and the examination results.

The description of the written and oral examinations as well as the rules relating to them can be found in the document "Exams at the Faculty of Law: proceedings, Auxiliary Materials and Rules".

The information below **applies to all students**, regular and mobility students. However, for mobility students (BENEFRI, Swiss Mobility, Visiting student for complementary studies (EHEC), Swiss European Mobility Programme (SEMP), International Exchange Conventions; Double Degree Fribourg / Paris II, Master of Comparative Law (MCL)) some adjustments related to the nature of the mobility programme are necessary. Sometimes specific rules apply depending on the mobility programme. Where applicable, these adjustments and rules are indicated in the boxes.

1. Registration for Exams and Block Courses

Only those registered for the corresponding examination session may take part in the Faculty of Law exams. **Please note that registration for a course does not constitute registration for the corresponding examination** (exception: MLaw block courses). MLaw students should also note that they may register for a maximum of six exams per examination session (Art. 9 al. 3 [RE-RED](#); additional examinations for "European law" and "law of religions" remain reserved).

Visiting students for complementary studies

Visiting students for complementary studies are allowed to take a maximum of two examinations per exam session.

The start and end dates of the various examination sessions are published on the [Faculty's website](#), as are the start and end dates of the examination registration periods. It is the responsibility of the students to inquire about these deadlines in time.

Registration for examinations and block courses is carried out online, via the MyUnifr portal ([my.unifr.ch](#) → ETUDES → Examens/Résultats → Examens), during the period provided for this purpose. However, registration is not effective until the fees have been paid in full by the deadline. Late registrations or late payments will not be accepted (this also applies to students in minor subjects and mobility students). In case of late payment, the registration is automatically cancelled.

Swiss European Mobility Programme International Exchange Conventions Master of Comparative Law

Students in the three above-mentioned programmes are exempt from paying examination fees. Their registrations are automatically confirmed; they do not receive an invoice.

Swiss European Mobility Programme

SEMP students register for block courses via the registration form sent by e-mail by the Faculty of Law's Erasmus and International Relations Office.

BENEFRI

Swiss Mobility

Visiting Student for Complementary Studies

Block courses are not open to students from these three programmes.

Once the registration has been registered in MyUnifr and the registration deadline has expired, the invoice for the examination fees and/or the block course is uploaded to the MyUnifr account. As soon as the invoice is uploaded to MyUnifr, a message appears in MyUnifr and the student receives an e-mail to ...@unifr.ch. Payment can only be made online (see [Instructions](#)). No invoice is sent by post and the invoice cannot be paid by postal or bank transfer.

Advice: After the registration deadline has expired, check if you have received your invoice(s) on your MyUnifr account. If you have registered for exams and/or a block course but cannot find the invoice on your portal, please contact the Dean's Office immediately (ius-examens@unifr.ch). Do not wait until the payment deadline has expired!

Contact for all exchange / mobility students: ius-mobility@unifr.ch

Registration is only definitively confirmed when the full examination fee is paid on time. From that moment on, registration for the examinations **can neither be modified nor withdrawn**. Only justified withdrawals (in particular in the case of serious illness, accident or death of a family member) are accepted. Requests for withdrawal, accompanied by the corresponding supporting documents, must be sent to the Dean's Office to the attention of the Examination Delegate. If there is no valid reason for withdrawal, non-participation in the examinations is considered a failure.

Written examinations are anonymous. For each examination session, registered students receive a new **candidate number**. Once the registration deadline has expired, you will find your personal candidate number on your MyUnifr portal under *sous Etudes - > Examen : Mes examens*. Take note of this number! You need to know it for every written exam you take.

In accordance with the practice of the Faculty, Master of Law students have the possibility to change the **categorisation of their examinations** (ordinary semester courses, additional courses, special credits) until midnight before the first exam of the examination session. For block courses, it is possible to change the categorisation until the end of the first week of the course.

2. Regular Exam sessions and Retake Session

The Faculty organises two regular examination sessions per academic year, at the end of the autumn and spring semesters. Within the limits of the regulations concerning the minimum and maximum duration of studies and the number of attempts available, students are free to choose the regular examination sessions, which they take part in.

The Faculty organises the so-called retake session just before the start of the autumn semester. This session cannot be chosen (exceptions: BLaw TP and MALS students, see below). It covers only the subjects of the BLaw programme and is only open to certain categories of students (not available for MLaw students).

- 1) **Full-time Bachelor of Law students** are admitted to the retake session when their registration for the regular examination session at the end of the previous spring semester was final and
 - a. they failed that session, but at the same time obtained an average (unweighted) grade of at least 3.5 and have no more than 2.5 missing points (sum of the differences between the insufficient grades and the grade of 4.0) (cf. Art. 13a, para. 3 [RE-EXA](#)); or

- b. they have withdrawn their registration for the examinations for a justified reason confirmed by the decision of the Examination Delegate (cf. Art. 5 para. 2 and Art. 10 para. 2 as well as Art. 13a para. 4 [RE-EXA](#)).

In both cases, registration for the retake session is carried out automatically by the Dean's Office. This registration is not yet final. Only those who pay the corresponding invoice (via MyUnifr) within the deadline are registered definitively.

Anyone who, despite the existing right (and automatic enrolment), does not wish to take part in the retake session (but in a later regular session), has nothing else to do but not to pay the invoice; in this case, the registration is cancelled without this being considered a failure.

N.B. Students who, without justified reason (as decided by the Examination Delegate) do not take the ordinary examination session at the end of the spring semester, will not be admitted to the retake session.

- 2) **Students in minor subjects** are automatically enrolled in the retake session for the examinations for which they were definitively enrolled at the end of the spring semester if
 - a. the grade of 1.5 at least has been obtained in the examination concerned, or
 - b. the person concerned has withdrawn his or her registration for examinations for a justified reason confirmed by the decision of the Examination Delegate pursuant to Art. 5 para. 2 or Art. 10 para. 2 [RE-EXA](#).
- 3) **Part-time Bachelor of Law students** and **MALS students** may register for the regular fall semester session (January session), the regular spring semester session (June session) or the retake session (September session). However, the following special features should be considered:
 - a. Part-time BLaw and MALS students can only register for the retake session during the registration period for the regular session at the end of the spring semester (summer session). Please note: Registration for the retake session cannot (currently) be done via MyUnifr; please contact the Dean's Office by e-mail (ius-examens@unifr.ch), who will process your registration. Once you have registered, you will find an invoice on MyUnifr. Registration is definitive once the invoice has been paid in due time.
 - b. Part-time BLaw and MALS students are not allowed to participate in both the summer session and the retake session. Students who register for the summer session, regardless of their results, are not admitted to the retake session. If you wish to register for the retake session, you must renounce participating in the summer session.
 - c. Part-time BLaw and MALS students should be aware that, according to Art. 13b para. 1 [RE-EXA](#), some examinations in the retake session are oral instead of written (or vice versa), if the teachers concerned have so decided. Information on this is given in the course description in the course programme or, in case of doubt, by the teacher responsible.
 - d. MALS students should, when choosing between the summer session and the retake session, take into consideration that in the retake session only BLaw subjects are

examined and no MLaw subjects are examined.

- 4) Students of the double degree of Bachelor of Law Paris II / Fribourg (in this order) can register for the examination of *Droit international public / Droit européen*, respectively *Völkerrecht / Europarecht* in the summer session, or, by waiving it, directly in the retake session. If these students have registered for the above-mentioned examination in the summer session and have failed, they will be automatically registered for the retake session (art. 13a para. 4^{bis} [RE-EXA](#)).

Programme Swiss European Mobility

Swiss Mobility and Visiting Student for Complementary Studies

International Exchange Conventions

Master of Comparative Law : Only the courses European Law II (droit européen II / Europarecht II)

Exclusively for Bachelor of Law courses, students from the above programmes have access to the retake exam session under the following conditions:

- a. a grade of at least 1.5 has been obtained in the examination concerned, or
- b. the person concerned has withdrawn his or her registration for the exams for a justified reason confirmed by the decision of the Examination Delegate in accordance with Art. 5 para. 2 or Art. 10 para. 2 [RE-EXA](#).

Nota bene: The retake session is a normal examination session, particularly insofar as passing the examinations is subject to the same rules as other sessions and failure results in the person concerned losing one of the attempts available to him or her.

3. Organisation of the Exams Schedules

Individual examinations are organised by the Dean's Office on the basis of the students' final registrations. In order to ensure that the dates and timetables of the examinations are available and published as soon as possible (at least 7 days before the start of the written examinations), preparations must be able to start immediately after the deadline for payment of the examination fees. For this reason, neither late registrations nor late payments can be taken into consideration.

The schedule of individual examinations in a session is set taking into account various constraints (e.g. number of students and examinations, diversity of students' individual examination schedules, availability of examination rooms and examiners). Due to the complexity of the planning and for reasons of equal treatment, no individual requests for dates of written or oral examinations are considered. The allocation of students to the various oral examination schedules is done exclusively at random and without distinction of persons, etc.

The schedule of individual exams (written and oral exams) is not published on the public page, but on a special Moodle page, which is only accessible to students and staff of the University.

Students who have registered for an examination session must remain available for the entire session. An unavailability due to other obligations (e.g. work contract, sports event, etc.) does not constitute a justified case of withdrawal pursuant to Art. 5 para. 2 or Art. 10 para. 2 [RE-EXA](#). If a candidate does not take an examination without a justified reason for withdrawal confirmed by the Examination Delegate, the examination will be considered a failure.

There is no possibility of postponing examinations or of alternative dates. Anyone who is unable to sit an examination for a valid reason (confirmed by the Examination Delegate) has only the right to withdraw his or her registration for that examination without failure, which, in the case of a block of examinations, implies withdrawal for the entire examination session.

All students definitively registered for a session are required, before and during the session, to regularly consult their university e-mail account (...@unifr.ch), the [Faculty website](#) and the [Moodle page](#) on which the examination dates are published, in order to be informed in good time of any notifications from the Faculty and of the current examination dates.

*Swiss European Mobility Programme
International Exchange Conventions*

Exchange students who are only present for one semester in Fribourg and who have taken annual Bachelor of Law courses will only take the exams - with some exceptions - on the subject taught during the semester in which they were present in Fribourg. If they pass the exam, half of the ECTS credits of the annual course are validated.

As soon as the regular exams schedules are published, the Erasmus and International Relations Office organises these examinations with the professors concerned and communicates the schedule of the examination(s) concerned to each student by e-mail.

4. Examinations Results

The grading scale goes from 1 to 6, 6 being the best and 1 the lowest. Within this scale, half points (e.g. 5.5) can also be awarded. An exam is considered passed if the grade is 4 or higher; a grade lower than 4 means that the exam is failed.

Specific rules apply to the examination blocks IUR I, IUR II and IUR III, as well as IUR TP I, IUR TP II, IUR TP III and IUR TP IV, each consisting of several examinations, as specified in the regulations. This applies exclusively to **BLaw and part-time BLaw students**.

- 1) The examination blocks must be passed in their entirety in order for the performances to count towards the diploma to be considered as acquired.
- 2) An examination block IUR I, IUR II or IUR III is considered to have been passed in full when the person concerned has
 - a. obtained a sufficient grade in each examination (4.0 or higher); or
 - b. obtained an insufficient grade in some examinations, but achieved an overall average (weighted according to ECTS points) of at least 4.0 and did not miss more than one point (Art. 22 [RED](#)). In concrete terms, this means that with an average of 4.0 (or more), a grade of 3.0 once or a grade of 3.5 twice does not prevent passing the examination block.
- 3) A block of examinations IUR TP I, IUR TP II, IUR TP III or IUR TP IV is considered to have been passed in full when the person concerned has
 - a. obtained a sufficient grade in each examination (4.0 or higher); or

- b. received an insufficient grade in some examinations, but achieved an overall average (weighted according to ECTS points) of at least 4.0 and did not miss more than one point (IUR TP I and IUR TP III), respectively not more than half a point (IUR TP II and IUR TP IV) (Art. 9 para. 2 and para. 3 [RE-TP](#)).
- 4) Students who have taken a block of examinations but have not passed it in its entirety may, under the following cumulative conditions, retain one or other grade and be exempted from the corresponding exams in the retake examinations (Art. 24, para. 1 [RED](#) in conjunction with Art. 14a [RE-EXA](#)).
- a. Only grades 5.5 and 6 are likely to be acquired ;
 - b. the person concerned effectively sat all the exams of a block of examinations (IUR I, IUR II or IUR III or IUR TP I, IUR TP II, IUR TP III or IUR TP IV) in an regular session or in a retake session and failed the block of examinations as such; and
 - c. no grade obtained in the examination block by the person concerned is lower than 2.5.

You can find all the grades of your exams (examination blocks and other exams) on your MyUnifr account from the date of the communication of the results.

The regular examination sessions end with a graduation ceremony for the graduates of the various study paths (BLaw, etc.). Graduates who are unable to attend the ceremony receive their transcripts (and later also their degrees) by post.