



**DEPARTMENT OF PHYSICS
ELECTIVE COURSES AT OTHER UNIVERSITIES
PROCEDURE AND CONTRIBUTION TO TRAVEL EXPENSES**

1. Choose your course
2. Ask and obtain **written authorization from the study advisor, Dr Baptiste Hildebrand**
3. Register at the selected university if necessary
Deadline: usually August 31st for FS / January 31st for SS
4. At the end of the semester, **present the original certificate to the Deans' office of the Faculty of Sciences** (ch. du Musée 8) for authentication.
The Decanate will then transmit it to the reference person at the Physics Department for registration in GeFri.
5. Once step 4 is completed, **you can ask for contribution to your travel expenses:**
 - Go on [our web page "Forms"](#)
 - **Complete the "Form for reimbursement travel expenses Master students, elective courses at other universities",**
 - Give it, with **printed course description, dates** and **original train tickets** to Anne Fessler, PER08, office 1.54.

N.B.:

Eligible tickets and amounts: half-fare trips, up to a maximum total amount of CHF 400 per semester and per student.

Deadline for the claim of financial contribution: within the civil year during which the corresponding exam has taken place.

No reimbursement if you have a general railpass.