



Information Sheet for Module Allocation on MOnA (Master`s Degree)

With the module allocation, attended courses can be assigned to the modules of the corresponding master`s degree program. It serves as an overview and check, whether all compulsory courses according to the study regulations are completed.

The module allocation can be created on <https://services.unibas.ch/>. The study regulations and study guide provide information on which coursework has to be completed in which module.

Module Allocation

When creating the module allocation, please note the following:

1. Course credits that appear in more than one module must be assigned to one single module by clicking on **«here»** in the pull down menu.
2. Study achievements, which are offered within the study program and can be assigned to a module (see point 1), remain in the module with the function **«here»**. The modules of the study program may therefore be "overfilled".
3. Course credits used toward the degree may NOT be assigned under the heading **"other courses"**. This means all credits used must be assigned to modules. In module allocation, it is shown as follows:

Use of credit points:
total credit points
allocated to modules
allocated to electives

4. If your admission is associated with additional requirements, they must be marked with the function **«-»** and thus removed from the module allocation.
5. Courses which were attended but not passed must be marked with the function **«--»** and thus be removed from module allocation. There must be no open or failed credits in the module allocation.
6. All credits not used toward the degree must be marked with the function **«not to be used for this degree»**.

Alongside the degree completion documents, you will receive a supplementary sheet "non-applied credits", on which these credits are listed. If you have been admitted to the master`s program with additional requirements, the supplementary sheet will also specify the additional requirements. You will receive the supplementary sheet once and together with the final master`s degree transcript. It will not be sent with the provisional transcript.

7. Please check the titles of your seminar papers and master`s thesis and correct them if necessary. Corrections are to be made in color.

If you have any questions regarding the module allocation, please send an e-mail to: studiendekanat-wwz@unibas.ch.