

Matura Examinations Regulations

1 Supervision

Following the decision of the Cantonal Government, dated 2nd June 1910, the Matura examinations at Freies Gymnasium Zürich conducted by the teachers of the final year classes with the supervision and collaboration of Zurich Cantonal Matura Committee (ZKMK) which can also call on the cooperation of further experts.

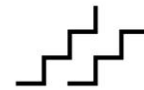
2 Eligibility

Students who have regularly attended school at Freies Gymnasium Zürich for the final two years are eligible to take the Matura examinations. As an exception, students are allowed to transfer to the school up to the end of the year prior to examination year, provided that they come from schools that hold federal Matura certification.

3 Subjects

According to the regulation of the Swiss Federal Council of 16 January 1995 / the regulation of the Swiss Conference of Cantonal Ministers of Education regarding the recognition of Matura certificates of 15 February 1995 (including the amendment of 14 June 2007), the results of the Matura examinations in ten basic subjects, one core subject, one supplementary subject and the Matura Paper are decisive for Matura graduation. In Freies Gymnasium Zürich, the subjects are as follows:

Basic subjects	Subjects taught
1) First language	German
2) Second national language	French
3) Third language	English or Greek
4) Mathematics	Mathematics
5) Biology	
6) Chemistry	
7) Physics	
8) History, including Civic Education	
9) Geography	
10) Fine Arts subject	Visual Arts or Music
11) Core subject	a) Latin
	b) Italian
(Either one or one of the suggested combinations should be selected.)	c) Physics and Applied Mathematics
	d) Biology and Chemistry
	e) Economics and Law



12) Supplementary subject

(One subject should be selected.
The chosen subject may not be
the same as the core subject.)

Physics
Chemistry
Biology
Applied Mathematics
Information Technology
History, including Civic Education
Geography
Religion
Philosophy
Economics and Law
Visual Arts
Music
Sport

13) Matura Paper

The Matura Paper is a Matura subject. It can be completed as an individual or group project. It is written with reference to one subject or a combination of subjects and presented orally.

4 The Matura Examination

4.1 Form

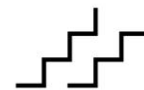
The examination consists of a written and an oral component. It is mainly based on the work covered in the subject during the final two years that the subject was taught. Intellectual maturity, independent thinking and articulacy are seen as being equally important as the range of knowledge acquired.

4.2 Examination Subjects

Six subjects are examined.

1. German
2. French
3. Mathematics
4. Core subject

The 5th and 6th examination subjects are to be chosen in such a way that subjects 4 to 6 include a natural science subject (Biology or Chemistry or Physics) and a humanities or social science subject (History or Geography or Economics and Law or Religion or Philosophy). The following combinations are possible:



<i>Core subject</i>	<i>Latin, Italian:</i>	<i>Economics and Law:</i>	<i>Physics and Applied Mathematics or Biology and Chemistry:</i>
5th subject	Biology, Chemistry or Physics	Biology, Chemistry or Physics	Biology, Chemistry or Physics
6th subject	History, Geography, Economics and Law *, Religion* and Philosophy*	English, History, Geography, a supplementary subject (excluding Economics and Law)	History, Geography, Economics and Law*, Religion* and Philosophy*

The subjects to be examined as part of the Pre-Matura examinations (Biology or Chemistry or Physics) are determined by School Management who also decides if Pre-Matura exams will be written or oral.

* Economics and Law, Religion and Philosophy may only be selected as examination subjects if they are taken as supplementary subjects.

4.3 Examination Language

In the bilingual education programme, English is the examination language for all the subjects that are taught in English¹).

4.4 Examination Mode

For subjects 1 to 4, there are both written and oral examinations. (In the event of combined core subjects, it is possible for one subject to have a written examination and the other an oral.)

There is a written examination for at least one of subject 5 or 6.

A practical examination can replace the oral or written part of the examination in Visual Arts, Music or Sport.

No subject may be examined twice.

4.5 Timing of the Examinations

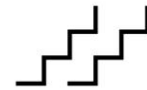
The Matura examinations begin at the earliest at the beginning of May of the final school year and are completed before the summer holidays. Should a subject that is timed to finish before the final school year be selected as an examination subject, this subject will be examined at the end of the course of teaching, however no earlier than at the end of the 5th year (Pre-Matura examination).

4.6 Length of Examinations

Written examinations range between two and four hours.

Oral examinations take approximately 15 minutes.

The length of practical examinations is determined by the requirements of the subject.



4.7 Examination Assignments

The assignments for the written examinations are drawn up by the special subject teachers and then submitted to experts appointed by the Cantonal Matura Commission for approval.

4.8 Examination Aids

Aids that have been approved in advance by the experts may be used in the written examinations. The experts must also be informed regarding any additional explanation of the examination assignments. Any such explanations must be handed out to the candidates in writing before they begin work.

4.9 Examination Protocol

The written examinations are to be completed by the candidates independently and with constant supervision.

4.10 Unauthorised Aids, Cheating

Taking unauthorised aids into the examination and using the same, as well as all other forms of dishonesty can result in the candidate being excluded from the examinations, or the Matura certificate being withheld or declared invalid. Any candidate who is excluded from the examinations for this reason may only attempt the examinations again in the following year. In particularly grave cases, the candidates may be permanently excluded. Candidates should be reminded of this regulation before beginning the examinations.

4.11 Assessment

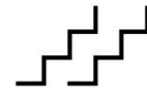
The completed examinations are corrected and assessed by the special subject teachers and submitted to the expert with a suggested grade for approval. The final grade for the written and oral examinations is determined in collaboration with the expert who has the final word in the event of differences of opinion.

5 Matura Grades

The grades for the Matura subjects are shown in whole and half grades on the Matura certificate, with 6 being the highest and 1 being the lowest grade. Grades from 6 to 4 are pass grades, and grades under 4 are fail grades.

The Matura grades are made up of school performance grades, the Matura Paper grade, and the examination grades achieved in the subjects examined.

In the examined subjects, the Matura grade is made up of the average of the combined grades from school performance and the examination grade rounded up to the nearest whole or half grade. In subjects that do not require an examination, the Matura grade corresponds to the performance grade of the final school year, or, where applicable, the average rounded up to the nearest whole or half grade of the final two reports in subjects which are concluded before the final school year.



5.1 Performance Grade

The performance grade is either the same as the grade in the report for the final year, or corresponds to the non-rounded average of the report grade from the final two terms in which the subject was taught.

In the core subject combinations Biology and Chemistry, Physics and Applied Mathematics, or Economics and Law, each of the components account for one half of the grade.

5.2 Examination Grade

Written and oral examinations are graded in whole or half grades. In the event that both written and oral examinations are required, the examination grade corresponds to the average of both grades. In subjects requiring only one examination, the grade given is the examination grade.

5.3 Matura Paper

The Matura grade for the Matura Paper is based on the assessment of the work process, the written paper and the oral presentation. The school defines the weighting for each of these three components, with the minimum weighting for each component being 25 per cent.

Details regarding the handing in, presentation and assessment of the Matura Paper are regulated by the school guidelines. The Matura Paper may be entered into a database, without revealing the identity of the writer, to check for plagiarism.

Upon handing in the Matura Paper, the student is required to personally sign a declaration stating that the work has been completed independently and without the use of any sources or aids that are not included in the bibliography.

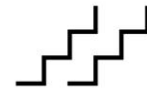
6 Pass Criteria

The Matura is considered as “passed” if

- a) the examinations in the six Matura subjects have been taken and the Matura Paper has been handed in,
- b) the double sum of the marks under 4 is not greater than the sum of marks over 4 in the twelve Matura subjects and the Matura Paper,
- c) not more than four marks are under 4.

7 Grades in Non-Matura Subjects

The grade in sport, as well as grades in other obligatory or optional subjects may be entered in the Matura certificate. They do not influence the overall pass grade and must be entered separately from the decisive Matura subjects.



8 Final Matura Conference

After the completion of the examinations, a conference, involving the experts and the examiners, takes place to record and validate the results of the examinations. The President of the Zurich Cantonal Matura Committee or a representative named by the same chairs this conference. School Management makes the preparations for this conference, makes applications and takes the minutes of the conference. The special subject teachers have an advisory function.

9 Right of Appeal

Candidates who have not passed the Matura examinations are informed in writing and advised of their right to appeal. Candidates must file for appeal to the Education Department of the Canton of Zurich in writing, stating the nature and grounds for the appeal, within 30 days of the announcement of the examination results. A request for reconsideration can be submitted to School Management which is not subject to a deadline.

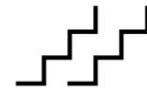
10 Repetition of the Matura Examinations

Candidates who have not passed the Matura Examinations are entitled to retake the examinations after repeating the entire final year. A third attempt is not allowed. Repeating the final year after failing to pass the Matura examinations is not governed by the promotion regulations. It is not necessary to repeat the Matura Paper.

11 Matura Certificate

The Matura Certificate contains:

- a) the main heading: "Swiss Confederation"; sub-heading: "Canton of Zurich";
- b) the statement: "Matura Certificate, issued according to the decree of the Swiss Federal Council and the Swiss Conference of Cantonal Ministers of Education regarding the recognition of Matura certificates of 16 January / 15 February 1995";
- c) the name of the school: "Freies Gymnasium Zürich";
- d) the name, first name, hometown (for foreigners: nationality and place of birth) and the date of birth of the holder;
- e) details regarding the time that the holder attended Freies Gymnasium, with exact dates for entry and leaving;
- f) the grades for the twelve Matura subjects, as per § 3;
- g) the topic and grade given for the Matura Paper;
- h) the grades for Sport and other optional subjects, as per § 7;
- i) the reference to the bilingual nature of the Matura, including details of the second language and the subjects that were studied and examined in this language;¹⁾
- k) the signature of the Principal of Freies Gymnasium Zürich and the person entitled to sign from the appropriate cantonal authorities.



12 Final Provisions

The regulations for the Matura examinations were approved by the Department of Education on 19 July 2011 and come into effect at the beginning of the 2011/2012 school year.

The regulations for the Matura examinations dated 10 February 2009, apart from art. 4.5 and 5.1 continue to apply for students who repeat the final school year in 2011/2012 after failing the examination. Art. 4.5 (Timing of the examinations) and 5.1 (Inclusion of the final school year's annual report when establishing the performance grade) are valid for all students in the version dated 19 July 2011.

Zurich, 16 August 2011

For the Board of Freies Gymnasium Zürich

The President: Dr. Rudolf K. Sprüngli

The Actuary: Dr. Thomas Bernet

1) Added in November 2007 due to the introduction of the bilingual (German/English) Matura education programme in all study profiles offered at FGZ.