



SWISS TCM UNI
瑞士中医药大学

Information Sheet: Admission to the Degree Programme «Bachelor of Science in TCM» Sur Dossier

This information sheet is based on the document "Admission Regulations and Procedures."

(For the sake of readability, gender-inclusive repetition has been omitted. The masculine form is used throughout and is intended to apply equally to all genders.)



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This information sheet governs admission to the “Bachelor of Science in TCM” degree programme at SWISS TCM UNI (STU) for applicants without a gymnasial Maturity Certificate under the “sur dossier” procedure. It specifies the admission requirements, procedures, types of assessments, and the roles of the responsible bodies.

1. Requirements

Applicants must meet the following requirements:

- Minimum age: 30 years (28 years in exceptional cases)
- Completed upper secondary education (Level II) plus at least three years of professional experience
- Evidence of general education, social competencies, and relevant subject-specific prior knowledge
- Complete application dossier, including curriculum vitae, letter of motivation, certificates, and references

2. Procedure

The admission procedure consists of the following steps:

1. Submission of the dossier (October–March)
2. Formal review by the Academic Administration
3. Eligibility interview to assess motivation, reflective ability, and social competencies
4. Role-play exercise to evaluate social skills, communication abilities, and empathy
5. Written assessment to test general knowledge, language proficiency, and reasoning skills
6. Decision by the Academic Committee, which will be communicated to the applicant in writing within three months.

3. Formal Review

The Academic Administration checks the completeness of the submitted documents and coordinates the overall admission process.

4. Types of Assessment

The admission procedure includes the following types of assessments:

- Eligibility Interview: Assesses motivation, reflective ability, and social competencies
- Role-Play Exercise: Assesses social skills, communication abilities, and empathy
- Written Assignment: Assesses general knowledge, language proficiency, and reasoning skills

4.1 Eligibility Interview – Framework:

- Duration: 30 minutes
- Location: On-site at STU or online via video conference
- Participants: Candidate and members of the Academic Committee
- Content: Questions on CV, motivation, and professional experience; reflection on study goals and personal suitability
- Evaluation: According to the assessment rubric (Appendix 1)

4.2 Role-Play Exercise – Framework:

- Duration: 15–20 minutes
- Location: On-site at STU or online via video conference
- Participants: Candidate and members of the Academic Committee
- Scenario: Simulated patient situation (e.g., initial consultation)
- Candidate Role: Therapist
- Evaluation: According to the assessment rubric (Appendix 1))

4.3 Written Assignment – Framework:

- Duration: 90 minutes (in-person, handwritten or digital)
- Location: On-site at STU or online via video conference
- Format: Essay on a given topic (Appendix 2)
- Length: Approximately 500–700 words
- Language: German (English alternative possible with approval)
- Resources: None allowed



5 Evaluation

5.1 The interview and the written assignment are considered passed if the average of all evaluation criteria is at least 3.0 (see Appendices 1 and 2). If this threshold is not met, conditions such as a preparatory assessment year or additional courses may be imposed.

5.2 Possible Conditions

If the passing criteria are not met, the following conditions may be required:

- Assessment year in case of insufficient subject-specific knowledge
- Supplementary courses to improve language or methodological skills

6 Responsible Bodies

6.1 The responsible body is the Academic Administration of STU. It reviews the submitted documents, conducts the formal review, and coordinates the admission procedure.

6.2 The Academic Committee is the programme's designated academic body. It is composed of the Head of Department, representatives of the teaching staff, students, and the administration. The Committee decides on sur dossier admissions and determines any conditions to be imposed.

7 Legal Remedies

Decisions rejecting an application may be appealed in writing to the Appeals Committee within 30 days.

University Management of SWISS TCM UNI

Bad Zurzach, 8.10.2025

Appendix

1. Eligibility Interview & Role-Play Exercises

Competency Areas & Rating Scale (1–5)

Competence	Indicators	1 = Insufficient	3 = Sufficient	5 = Excellent
Motivation	Clarity, goal orientation, personal reasons	Vague, no goals	Realistic, plausible	Reflective, in-depth
Self-Reflection	Awareness of own strengths/weaknesses	No reflection	Basic reflection	Detailed, self-critical
Communication Skills	Clarity, listening, structure	Unclear, interrupted	Understandable, somewhat unsure	Precise, confident
Empathy	Understanding, respectful interaction	Distant, cold	Polite, partially empathic	Warm, authentic
Conflict/Stress Management	Handling difficult situations	Defensive, blocked	Remains objective, solution-oriented	Confident, constructive

Overall Result: Average of all criteria. Minimum passing score: 3.0

2. Written Assignment

Task Description

Applicants are required to write a structured essay on a given topic from a general knowledge area.

Possible Topic Areas:

- Society: e.g., “What role do traditions play in a modern society?”
- Health & Science: e.g., “Should prevention be valued equally to therapy?”
- Philosophy & Culture: e.g., “What can Western and Eastern ways of thinking learn from each other?”
- Current Issues: e.g., “Opportunities and risks of digitalization in healthcare.”

Evaluation Criteria (Rubric)

Area	Criteria	Points (1–5)
Content Quality	Relevance, thematic depth, connection to the question	
Structure & Organization	Introduction, main body, conclusion; logical flow of argument	
Argumentation Skills	Coherent reasoning, use of examples, weighing pros & cons	
Language Competence	Clarity, coherence, expression, grammar	
Reflective Ability	Ability to critically position one’s own perspective	

Passing Threshold: Average score ≥ 3.0 (at least “sufficient”)

Notes for Applicants



- Present your arguments clearly and logically.
- Avoid mere assertions – support your statements with reasoning.
- Use examples from everyday life, professional experience, or society.
- Follow a clear structure:
 - Introduction: Briefly introduce the topic and the question
 - Main Body: Systematically present your arguments
 - Conclusion: Formulate your own position