



Information on obtaining the “Sustainable Business & Economics” certificate for the study programs of the Faculty of Economics and Business Administration

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Who can apply for the “Sustainable Business & Economics” certificate?

Students of all Bachelor's and Master's degree programs at the Faculty of Economics and Business Administration at the University of Jena can apply for the certificate. After exmatriculation, an application is no longer possible.

How to get the “Sustainable Business & Economics” certificate?

In order to receive the “Sustainable Business & Economics” certificate, students must submit a corresponding application to the Certificate Commission by e-mail (sustainability@uni-jena.de). This application must contain the following elements:

- the completed form “Application_SBE.doc”
- a current overview of grades on which all courses passed that are to be credited towards the certificate are listed. The grade overview from Friedolin is sufficient here. If students would like to include courses from different degree programs (e.g. Bachelor's and Master's) in the certificate, please add all relevant grade overviews to the application.
- Description and proof of creditable seminars for placement in core or elective modules
- Proof of creditable final theses (see Expert level).

All documents must be sent electronically in a (single) email.

What form must the evidence for creditable theses take?

A (forwarded) email or a written confirmation from the responsible chair with a justification of the sustainability relevance of the thesis is sufficient as proof.

Can students get credit for courses/modules from other universities?

Yes, in principle, sustainability-related courses outside the Faculty of Economics and Business Administration at the University of Jena can be credited towards the certificate. Please contact the Certificate Commission (sustainability@uni-jena.de) for approval of credit transfer. After confirmation, please submit an official description of the external module with the application for the certificate.

How and when will students receive the certificate after applying for it?

You will receive the certificate together with the diploma, either when receiving the diploma at the graduation ceremony or when collecting it from the Examinations Office. If you wish to collect the certificate independently of the transcript, you can do so at the Examinations Office. Ask in advance whether it is already available. You should submit the request at least four weeks before receiving it.

Can students have a certificate issued even though they already have a certificate of a lower level?

Yes, if you have successfully completed further modules and reached a higher level, you can apply for a new certificate.

I have further questions about the certificate program. Who can I contact?

You can contact us with your request by email at sustainability@uni-jena.de.