

WELCOME GUIDE FOR EXCHANGE STUDENTS

Practical Information for Incoming Exchange Students 2009-2010

Welcome to the University of Helsinki and to Helsinki. The International Exchange Services hopes that your stay in Helsinki will be successful and pleasant. In this guide you will find in short the most important and necessary guidelines and some practical information to help your study period at the University of Helsinki.

EXCHANGE - www.helsinki.fi/exchange

On the website www.helsinki.fi/exchange you will find a lot of important, necessary and practical information to help prepare your exchange period at the University of Helsinki.

Information on:

- Dates
- Acceptance, Arrival & Pick-up Service
- Studies, faculties and courses
- Permits and Living in Finland
- Departure from Helsinki & certificates
- Contact information etc.

DATES - www.helsinki.fi/exchange/dates/index.html

Semester dates:

- Autumn / Fall semester September 1, 2009 – December 31, 2009
- Spring semester January 1, 2010 – May 31, 2010

Exchange periods:

- Mainly 1 semester or 2 semesters (see the acceptance letter).

Teaching periods are between September – May.

- The actual dates vary from faculty to faculty, please check the dates on website www.helsinki.fi/exchange/dates/index.html

Orientation Course:

- September 2-7, 2009
- January 8-12, 2010

Arrival dates:

- In autumn semester August 30 – September 1, 2009
 - Exception: Students living at Leppäsuonkatu 9, Pohjoinen Rautatiekatu 29 or Vuolukiventie 1: the arrival date is September 1, 2009
- In spring semester January 6-7, 2010

Pick-up Service and deadlines:

- For autumn semester August 14, 2009
- For spring semester December 11, 2009.

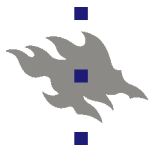
ACCEPTANCE - www.helsinki.fi/exchange/acceptance/index.html

- Every exchange student must be accepted by one of the faculties of the University of Helsinki.
- It is very important that you should notify the faculty and also the International Exchange Services immediately, if you need to cancel your exchange period or if there is a change in your exchange period.
- Contact information, web www.helsinki.fi/exchange/programmes/contact.html
- The faculty will send you by email or in some cases also by regular post the Acceptance Letter after your application has been considered and you have been accepted usually at the latest in mid-June or early December
- For university bilateral agreement exchange students (not Erasmus) and for ISEP, AEN and MAUI exchange students the International Exchange Services will also send an Acceptance letter.



PERMITS - www.helsinki.fi/exchange/permits/index.html

- Citizens of the Nordic countries do not need a residence permit in Finland.
- Citizens of EU/EEA countries need to apply for a Right to Reside in Finland at the local police station (in Finland) within three months of arrival.
- Citizens of non-EU/EEA countries must apply for a Residence Permit beforehand at the nearest Finnish Embassy or Consulate.
- More information on website of the Finnish Immigration Service www.migri.fi.



HOUSING - www.helsinki.fi/exchange/howtoapply/housing.html

IMPORTANT: Housing is for Fixed-Period

The housing will be reserved for a fixed-period and fixed-period housing can't be changed. The shortest period for housing agreement is one full month.

Tenancy agreement

Whether your housing is from HOAS (Foundation for Student Housing in Helsinki Region) or private market, please remember to sign a written tenancy agreement.

Student Dormitory or Residence Hall Housing at HOAS

HOAS International Rooms are in Student Dormitories or Residence Halls. The rooms are equipped with bed and mattress, desk, chair and wardrobe. In the kitchen there is a fridge and stove with oven.

HOAS Housing Offer

HOAS will send you the Housing Offer by email or in some cases also by regular post usually in late June or in late November. After receiving the Housing Offer, please act immediately and confirm your housing. Kindly read all information on the Housing Offer very carefully and follow instructions about confirmation, tenancy period, deposit, rent etc.

Every exchange student must pay the refundable deposit for housing.

Housing from private market

Housing offer, tenancy agreement, rent, deposit etc. will be agreed with the lessor. Read carefully all information you receive from the lessor.

ARRIVAL & PICK-UP SERVICE - www.helsinki.fi/exchange/acceptance/arrival.html

Arrival in Helsinki

- Exchange students must arrive in Helsinki before the Orientation course and courses start, www.helsinki.fi/exchange/dates/index.html
- For Arrival dates and Pick-up Service deadlines, see the dates www.helsinki.fi/exchange/dates/index.html
- Pick-up Service is arranged only on the official Arrival dates.



Pick-up Service

- The International Exchange Services provides a service by which you can be met in Helsinki on the official arrival dates.
- Kindly note that the Pick-up Service can be arranged only if your housing has been reserved by HOAS (the International Rooms)
- The on-line Pick-up Service Form on web www.helsinki.fi/exchange/acceptance/arrival.html

STUDIES - www.helsinki.fi/exchange/studies/index.html

You will find information on website www.helsinki.fi/exchange/studies/index.html on:

- The faculties and departments (Studies and courses)
- Links to Courses in English, and Courses given in Finnish or Swedish.
- Credit system and grading
- More detailed information on faculties, departments etc. www.helsinki.fi/inbrief/units.html.

- Information on basic language courses in Finnish on web www.helsinki.fi/hum/skl/english/skk/exchange.htm
- Information on basic language courses in Swedish on the web www.helsinki.fi/kksc/intstud/swedish.html



CONTACT US - www.helsinki.fi/exchange/programmes/contact.html

Contact the International Exchange Services:

- Erasmus Programme: erasmus@helsinki.fi
- Nordplus programme: nordplus@helsinki.fi
- Other programmes (university bilateral agreements, ISEP, AEN, MAUI etc.); studentexchange@helsinki.fi
- Information on Arrival and Pick-up Service: arrivalandstart@helsinki.fi
- Other contact information, see web www.helsinki.fi/exchange/programmes/contact.html

Websites:

- University of Helsinki www.helsinki.fi/university
- Exchange website www.helsinki.fi/exchange
- Websites of faculties and department www.helsinki.fi/inbrief/units.html
- The Student Union of the University of Helsinki www.hyy.helsinki.fi/
- City of Helsinki www.hel.fi
- Finland finland.fi/