

## Fact Sheet of the University of Helsinki University bilateral agreements, 2019-20



### Contact information

<p><b>Coordinating unit for university level student and teacher exchange</b></p>	<p><b><a href="#">International Exchange Services</a></b>          P.O. Box 53          FI-00014 University of Helsinki, Finland          Tel. +358 2941 22401          Website: <a href="https://guide.student.helsinki.fi/en/exchange-and-visiting-students">https://guide.student.helsinki.fi/en/exchange-and-visiting-students</a>          Head of unit: Ms. Minna Koutaniemi, Overall coordination of student and teacher mobility          +358 2941 22939, e-mail: <a href="mailto:minna.koutaniemi@helsinki.fi">minna.koutaniemi@helsinki.fi</a></p> <p><b>Agreement related issues:</b> <a href="mailto:exchange-agreements@helsinki.fi">exchange-agreements@helsinki.fi</a>  <b>International education cooperation projects:</b> <a href="mailto:educationprojects@helsinki.fi">educationprojects@helsinki.fi</a></p>
<p><b>Contact person for student exchange</b></p>	<p><b>Partner universities in Asia, Middle East and Europe</b>          Contact person for outgoing students from Helsinki, agreement and balance issues: Raisa Asikainen          Contact person for incoming students to Helsinki: Janna Koivisto          Tel. +358 2941 22241 / Raisa          Tel. +358 2941 57156 / Janna</p> <p><b>Partner universities in the Americas and Oceania</b>          Contact person for outgoing students from Helsinki, ISEP, North2North programmes, number of mobilities per year, balance issues: Tuula Hellstedt          Contact person for incoming students to Helsinki: Mikko Moilanen          tel. +358 2941 22177 / Tuula</p>

	tel. +358 2941 22936 / Mikko  <b>Partner universities in Africa</b> Contact person for outgoing and incoming students from/to Helsinki, agreement and balance issues: AnneSophie Hokkanen, tel +358 2941 22178  Email address to all contact persons: <a href="mailto:studentexchange@helsinki.fi">studentexchange@helsinki.fi</a>
<b>Contact person for teacher exchange</b> (if teacher exchange is included in the agreement)	<b>Ms. Anne Rönkä and Ms. AnneSophie Hokkanen</b> Help with accommodation arrangements and other practicalities Tel: +358 2941 40806 E-mail <a href="mailto:staffexchange@helsinki.fi">staffexchange@helsinki.fi</a>

## Studies

<b>Course offer and restrictions for exchange students</b>	<p>The University of Helsinki has the widest range of disciplines in Finland with 11 <a href="#">faculties</a> and around 37 Bachelor's degree programmes and 56 Master's degree programmes. Information on courses suitable for exchange students <a href="https://guide.student.helsinki.fi/en/article/course-selection">https://guide.student.helsinki.fi/en/article/course-selection</a>. Course lists for the academic year 2019 – 2020 will be published around April 2019. Course selection for 2018-2019 can also be used as the base for study plans.</p> <p><b>University level bilateral exchange students are required to choose the majority of their courses from one faculty, closest to their educational background.</b> Exchange students need to have sufficient prior academic background in the disciplines taught at the receiving Faculty. Within one faculty, they can choose courses from several study programmes. One of the study programmes will be chosen as the host study programme for the student. Students are welcome to choose some courses from other faculties, as well, if they meet the requirements for the courses (see also "restrictions").</p> <p>Exceptions: <b>Courses from the following degree programmes are only available to the degree programme's own exchange students, who are majoring in the same academic field at their home university:</b></p>			
	<b>Degree programme</b>	<b>Faculty</b>	<b>Course codes begin with</b>	<b>Please note</b>
	Study track of English at the Bachelor's Programme in Languages	Arts	KIK-EN	
	Master's Programme in English Studies	Arts	ENG-	
	Other foreign languages at the Bachelor's and Master's Programme in Languages	Arts		Also possible for minor students, considered case by case
	Politics, Media and Communication and Global Political Communication	Soc. Sci.	PVK, PVM, GPC	
	Economics	Soc. Sci.	ECOM	
	Law, International Business Law	Law	OIK, IBL	
	Medicine	Medicine		A set international schedule for each semester
	Dentistry	Medicine		Tailor-made-programme
	Psychology	Medicine	PSYK, PSYM	Social Psychology is taught at the Faculty of Social Sciences (Study programme for Social Research).
	Veterinary Medicine	Vet. Med.		A clinical practice period from February to May on advanced level
Urban Studies and Planning	Science	USP		
<p><b>Fields not offered</b> at the University of Helsinki: business and engineering.          Please note that <b>some Faculties offer courses in English mainly on Master's level</b> (suitable for advanced Bachelor students as well): Agriculture and Forestry, Pharmacy, Biological and Environmental Sciences.</p>				

<b>Finnish courses and other language courses for exchange students</b>	<p>Information on language courses for exchange students: <a href="https://guide.student.helsinki.fi/en/article/course-selection">https://guide.student.helsinki.fi/en/article/course-selection</a></p> <p><b>Please note</b> that courses teaching English language are not open for exchange students.</p> <p>There are Finnish courses available for those exchange students wanting to learn Finnish. The course includes 4 hours of teaching each week. For more, please see <a href="https://guide.student.helsinki.fi/en/article/finnish-international-students">https://guide.student.helsinki.fi/en/article/finnish-international-students</a> Students are not required to participate in Finnish courses, but may do so if they wish.</p>
<b>Terminology related to the courses</b>	<p>The Courses in English website includes courses of various levels. Some courses require previous studies in the discipline in question. The following terminology will help the students to find out if the courses are suitable for them:</p> <ul style="list-style-type: none"> <li>- Basic studies (or “perusopinnot” in Finnish): Bachelor’s level courses, do not usually require previous studies from the student</li> <li>- Subject studies or Intermediate studies (or “aineopinnot” in Finnish): Bachelor’s level courses, intermediate level, require some previous studies from the student, mainly for 2<sup>nd</sup> or 3<sup>rd</sup> year students of the subject</li> <li>- Advanced studies (or “syventävät opinnot” in Finnish): Master’s level courses, for students who have completed a Bachelor’s degree or have equivalent level</li> </ul>
<b>Workload</b>	<p>Students should aim to complete 30 ECTS credits per semester. One ECTS credit equals 27 hours of work, including both lectures and homework. A full year of 60 ECTS credits corresponds to a workload of 1600 hours. Course descriptions may use terms “cr” or “ECTS cr” or “op”. They all mean the same thing, ECTS credits.</p>
<b>Duration of exchange</b>	<p>Autumn Semester: 27 August – 31 December 2019 (including orientation period) Spring Semester: 8 January – 31 May 2020 (including orientation period)</p>
<b>Arrival and orientation</b>	<p>Autumn semester: last week of August / Spring semester: second week of January For exact dates, see <a href="https://guide.student.helsinki.fi/en/article/orientation-tutoring-and-welcome-fair">https://guide.student.helsinki.fi/en/article/orientation-tutoring-and-welcome-fair</a></p>

### Application information for student exchange

<b>Nominations</b>	<p><b>Student exchange:</b> Partners are asked to send <b>nominations through an electronic form:</b> <a href="https://elomake.helsinki.fi/lomakkeet/80237/lomake.html">https://elomake.helsinki.fi/lomakkeet/80237/lomake.html</a></p> <p>We do not have a separate deadline for nominations, but we recommend that students are nominated at least two weeks before the application deadlines. An automatic email with application instructions is sent to nominated students right after nomination.</p> <p><b>Researcher and teacher exchange:</b> Nominations should be sent to <a href="mailto:staffexchange@helsinki.fi">staffexchange@helsinki.fi</a> at least eight weeks (preferably 10 - 12 weeks) before the estimated arrival date. Quota for teacher exchange is indicated in the agreement. Please note that visits are only possible during the academic year. Applications cannot be processed during the holiday seasons (end of December/beginning of January; July). Incoming teachers should have prior contact with the receiving unit. Documents needed: CV, work plan, pre-acceptance letter from the receiving unit at the University of Helsinki. Quota for teacher exchange is indicated in the agreement.</p>	
<b>Application deadline</b>	<p>For autumn semester (late August – December)</p> <p><b>April 15:</b> <b>citizens of non-EU/EEA-member states</b></p> <p>May 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland</p>	<p>For spring semester (January - May)</p> <p><b>September 30:</b> <b>citizens of non-EU/EEA-member states</b></p> <p>October 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland</p>
<b>Online application system</b>	<p>The nominated students submit their applications online by using the online application system of the University of Helsinki, and include the listed enclosures in their application. There is no need to send paper copies of the application. Students should read carefully further instructions: <a href="https://guide.student.helsinki.fi/en/article/how-apply-exchange-student">https://guide.student.helsinki.fi/en/article/how-apply-exchange-student</a></p>	
<b>Enclosures, uploaded</b>	<p>- Printed, signed and scanned copy of the online application form</p>	

<b>as attachments to the Online application system</b>	<ul style="list-style-type: none"> <li>- Approved learning agreement (see “Studies”)</li> <li>- Scanned, official transcript of records from the student’s home university</li> <li>- Motivation letter</li> <li>- Language certificate, if applicable (<a href="#">see language requirements</a>)</li> <li>- Not required: medical report</li> </ul>														
<b>Information on acceptance</b>	<p>Decisions regarding acceptance are made by faculties of the University of Helsinki. <b>Acceptance information is available about 6 weeks after the application deadline.</b> Accepted students receive an automatic acceptance e-mail from their host Faculty with a formal acceptance letter as an e-mail attachment. Finnish immigration authorities can check the validity of the scanned, formal acceptance letter directly from the University of Helsinki, if necessary.</p>														
<b>Support services and housing for exchange students</b>															
<b>Housing</b>	<p>For the students wanting to live in a student dormitory, University of Helsinki has agreed with housing providers, including Unihome and HOAS (Foundation for Student Housing in the Helsinki Region), on a number of rooms for incoming exchange students. Apartments are located around Helsinki. Students should choose their housing option based on their budget and their wishes. Exchange students submit their housing application as a part of their exchange application. Their information will be forwarded to housing providers. Each exchange student will receive one housing offer.</p> <p>Mandatory fees prior to arrival: room deposit: €500 (subject to change) to be paid to the housing provider according to their instructions. Students should be prepared to pay the deposit when they receive instructions from the housing provider. This can be several months prior to arrival.</p> <p>Information about various other housing options is available at <a href="https://guide.student.helsinki.fi/en/article/housing">https://guide.student.helsinki.fi/en/article/housing</a></p>														
<b>International Exchange Services</b>	<p>With any questions during their stay at the University of Helsinki, exchange students are welcome to visit the International Exchange Services, represented on each campus in conjunction with the local Student Services. Please look here for the address and office hours of each campus’s Student Services: <a href="https://guide.student.helsinki.fi/en/article/contact-international-exchange-services">https://guide.student.helsinki.fi/en/article/contact-international-exchange-services</a></p> <p>With any questions before or during their stay, students can e-mail <a href="mailto:studentexchange@helsinki.fi">studentexchange@helsinki.fi</a> or call +358 2941 22401.</p>														
<b>Tutoring</b>	<p>During orientation, incoming exchange students receive help from students tutors, who introduce Finnish university life to the new exchange students and help them with practical issues such as mobile phones, getting a monthly ticket for public transportation etc.</p>														
<b>Hobbies and friendship activities</b>	<p>University of Helsinki has hundreds of student organisations, and exchange students are welcome to join. Please see <a href="https://guide.student.helsinki.fi/en/article/student-union-and-subject-organisations">https://guide.student.helsinki.fi/en/article/student-union-and-subject-organisations</a></p> <p>Students’ ESN network organises a lot of activities for exchange students: <a href="https://esnuni.helsinki.com/">https://esnuni.helsinki.com/</a></p>														
<b>Practical Information</b>	<table border="0"> <tr> <td>City of Helsinki</td> <td><a href="http://www.hel.fi/www/helsinki/en">http://www.hel.fi/www/helsinki/en</a></td> </tr> <tr> <td>Student benefits</td> <td><a href="https://hyy.helsinki.fi/en/students/member-benefits-and-services">https://hyy.helsinki.fi/en/students/member-benefits-and-services</a></td> </tr> <tr> <td>Helsinki University Library</td> <td><a href="http://www.helsinki.fi/kirjasto/en/home/">http://www.helsinki.fi/kirjasto/en/home/</a></td> </tr> <tr> <td>Learning Centre Aleksandria</td> <td><a href="http://www.helsinki.fi/kirjasto/en/library-locations/aleksandria/">http://www.helsinki.fi/kirjasto/en/library-locations/aleksandria/</a></td> </tr> <tr> <td>Student Cafeterias</td> <td><a href="https://www.unicafe.fi/en/#/9/1">https://www.unicafe.fi/en/#/9/1</a></td> </tr> <tr> <td>Student Union</td> <td><a href="http://hyy.helsinki.fi/en">http://hyy.helsinki.fi/en</a></td> </tr> <tr> <td>Unisport</td> <td><a href="https://unisport.fi/">https://unisport.fi/</a></td> </tr> </table>	City of Helsinki	<a href="http://www.hel.fi/www/helsinki/en">http://www.hel.fi/www/helsinki/en</a>	Student benefits	<a href="https://hyy.helsinki.fi/en/students/member-benefits-and-services">https://hyy.helsinki.fi/en/students/member-benefits-and-services</a>	Helsinki University Library	<a href="http://www.helsinki.fi/kirjasto/en/home/">http://www.helsinki.fi/kirjasto/en/home/</a>	Learning Centre Aleksandria	<a href="http://www.helsinki.fi/kirjasto/en/library-locations/aleksandria/">http://www.helsinki.fi/kirjasto/en/library-locations/aleksandria/</a>	Student Cafeterias	<a href="https://www.unicafe.fi/en/#/9/1">https://www.unicafe.fi/en/#/9/1</a>	Student Union	<a href="http://hyy.helsinki.fi/en">http://hyy.helsinki.fi/en</a>	Unisport	<a href="https://unisport.fi/">https://unisport.fi/</a>
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Unisport	<a href="https://unisport.fi/">https://unisport.fi/</a>														
<b>Information for accepted students</b>															
<b>Residence permit</b>	<p>Students who are non-EU nationals need to apply for a Residence permit according to the instructions provided by Finnish Immigration Service <a href="http://migri.fi/en/studying-in-finland">http://migri.fi/en/studying-in-finland</a> . Information regarding applying for a Residence permit is also available at the closest Consulate of Finland.</p> <p>University of Helsinki recommends that students submit their application electronically, because it makes the application process faster. Students are advised to apply immediately after receiving their Acceptance Letter from the University of Helsinki.</p> <p>Even if the student has submitted the Residence permit application electronically, he/she needs to visit the Finnish consulate in person to verify his/her identity and to present the original copies of any supplements needed for the application. Because of the above, students should apply for a Residence permit immediately after receiving acceptance information from the Univ. of Helsinki.</p>														



	Please note that cost for the online residence permit is <b>300 euros</b> (subject to change)
<b>Health insurance</b>	Students who are non-EU nationals need to seek comprehensive health insurance prior to applying for a Residence permit. For more, please see <a href="http://migri.fi/en/insurance">http://migri.fi/en/insurance</a>
<b>Student union membership</b>	Exchange students are strongly recommended to pay the Student Union Membership Fee for Exchange Students (€100 for academic year and ca €52 for semester, subject to change). Student Union membership includes benefits for students, for example basic health care, etc.). Please see: <a href="https://hyy.helsinki.fi/en/students/membership">https://hyy.helsinki.fi/en/students/membership</a>
<b>Student health care</b>	Exchange students who join the Student Union can use the services of Finnish Student Health Service, <a href="http://www.yths.fi/en/internationalstudents">http://www.yths.fi/en/internationalstudents</a> , which is open Mon-Fri. (N.B. There may be changes related to the Student Health Care Services in the near future).
<b>Cost of living</b>	<a href="https://guide.student.helsinki.fi/en/article/living-helsinki#paragraph-3645">https://guide.student.helsinki.fi/en/article/living-helsinki#paragraph-3645</a>
<b>Course enrolment</b>	Students need to have their University of Helsinki computer user ID to register for courses in the WebOodi system, <a href="http://www.helsinki.fi/weboodi">http://www.helsinki.fi/weboodi</a> . Students receive the computer user ID when they arrive in Finland. Course registration happens after arrival. After course information for the following academic year is published, there may be some changes, so the Learning agreement is only a preliminary plan. Students are advised to check the list of courses offered during their exchange year again before they arrive.
<b>Grading system</b>	The University of Helsinki uses a six-level grading scale from 0 to 5. 5 = excellent or A 4 = very good or B 3 = good or C 2 = satisfactory or D 1 = passable or E 0 = fail or F or FX In addition to applying this grading scale, a pass/fail grade may be used when grading certain courses, e.g. ones containing practical training or practical skills. Please note it is not possible to receive a numeric grade for these courses.
<b>Transcripts of records</b>	Students can get one official transcript per semester free of charge from the Student Services, see <a href="https://guide.student.helsinki.fi/en/article/order-transcript-studies">https://guide.student.helsinki.fi/en/article/order-transcript-studies</a>  <b>Students are responsible for ordering their official transcript, it is not automatically sent to the partner university.</b> If your university accepts an electronically signed official transcript as a pdf, students can order one from Weboodi student register. More information is available here: <a href="https://guide.student.helsinki.fi/en/article/digital-signatures">https://guide.student.helsinki.fi/en/article/digital-signatures</a> .
<b>Websites for accepted students</b>	Orientation, Welcome Fair, Tutoring <a href="https://guide.student.helsinki.fi/en/article/orientation-tutoring-and-welcome-fair">https://guide.student.helsinki.fi/en/article/orientation-tutoring-and-welcome-fair</a> Exvhnge Students Website <a href="https://guide.student.helsinki.fi/en/article/instructions-incoming-exchange-students">https://guide.student.helsinki.fi/en/article/instructions-incoming-exchange-students</a> Welcome to UH Blog <a href="http://blogs.helsinki.fi/welcometouh/">http://blogs.helsinki.fi/welcometouh/</a>
<b>Campus locations</b>	<b>University of Helsinki has 4 campuses</b> , all located within 10 kilometres from each other.  <ul style="list-style-type: none"> <li>▪ City Centre Campus for Arts and Social Sciences (<a href="#">location on a map</a>)</li> <li>▪ Kumpula Science Campus (<a href="#">campus map</a>)</li> <li>▪ Meilahti Campus for Medicine</li> <li>▪ Viikki Campus for Life Sciences (<a href="#">location on a map</a>)</li> </ul>
<b>Information provided on</b>	26 February, 2019