Fact Sheet
ACADEMIC YEAR 2018–2019

Erasmus code: SF ROVANIE01
Erasmus charter EUC: 29314
Participant Identification Code (PIC): 998208474

Address: PO Box 122, FI-96101 Rovaniemi, Finland
Tel: +358-16-341 341 (switchboard)
E-mails: international.relations@ulapland.fi
agreements, general cooperation
incoming@ulapland.fi
incoming mobility
students, teachers and staff
outgoing@ulapland.fi
outgoing mobility
students, teachers and staff

HEAD OF INTERNATIONAL STUDENT SERVICES
Erasmus and ECTS Institutional Coordinator:
Ms Jaana Severidt
tel: +358 40 772 6510
e-mail: jaana.severidt@ulapland.fi

ADVISORS
Admissions:
Ms Sanna Konola
tel: +358 40 484 4195

Incoming:
Ms Paula Heikkilä
(student and staff exchange)
tel: +358 40 484 4498
Ms Virpi Nurmela
tel: +358 40 484 4396

Outgoing:
Ms Minna Nousiainen
tel: +358 400 813 867
Ms Päivi Martin
tel: +358 40 484 4040
Ms Jenni Sjöman
(staff exchange, finances, grants)
tel. +358 40 484 4464

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ulapland.fi
ulapland.fi/exchange
www.ulapland.fi/courses
ACADEMIC YEAR 2018–2019

IMPORTANT DATES
Nomination deadlines for partner universities
August 30 for autumn semester
September 30 for spring semester

Application deadlines for exchange students
May 15 for autumn semester or full academic year
October 15 for spring semester

Semesters for international students
August 20–December 15 autumn semester
January 7–May 31 spring semester

2018 AUTUMN SEMESTER
August 17 or August 20 Recommended arrival days
August 21–24 Orientation programme for international students
September 3 Opening ceremonies of the University
December 6 Independence day, public holiday
December 15 Courses end

2019 SPRING SEMESTER
January 4 or January 7 Recommended arrival days
January 8–11 Orientation programme for international students students
March 4–8 Skiing holiday
April 19–22 Easter holiday
May 1 Labour day, public holiday
May 30 Ascension day, public holiday
May 31 Courses end

Examinations
Examinations are arranged throughout the year, usually at the end of a course. There are no fixed examination periods.

EXCHANGE STUDENTS APPLICATION GUIDELINES
Exchange student nominations by partner universities by April 30 / September 30
• Following information required
  1) home university
  2) applicant’s name (First name/Last name)
  3) date of birth
  4) gender (female / male)
  5) valid email address
  6) duration of the exchange
  7) EU subject area at home institution
  8) EU Subject Area Code at Ulapland*

* Please use one of the following:
EDUCATION 0110 Education
0111 Teacher training without subject specialization
0114 Teacher training with subject specialization

ART AND DESIGN 0210 Art Education,
0212 Audiovisual Media Culture, Fine Art Design (Graphic, Industrial, Interior and Textile)

SOCIAL SCIENCES 0310 Social sciences
0411 Accounting
0313 Psychology
0413 Management and Administration
0414 Marketing and Advertising
0312 Political Sciences
0923 Social Work
0314 Sociology and Cultural Studies
1015 Tourism Research

LAW 0421 Law
0319 Arctic Studies Programme
0230 Languages

Applications to be created in the Solemove online application system.
A nominated student receives a generated email from the SoleMove system to start the application process. Information on nomination and application:
www.ulapland.fi/admissions -> exchange studies

ENGLISH LANGUAGE REQUIREMENTS
The required level of English language proficiency:
• B2 / IELTS 6 / TOEFL IBT 80 for the Faculties of Education, Law and Social Sciences
• B1 / IELTS 5 / TOEFL 75 for the Faculty of Art and Design.
Students must prove their English skills (e.g. with a transcript of records, letter from the home university or official language test TOEFL IBT, IELTS Academic).

ACCOMMODATION
The local student housing foundation Domus Arctica (DAS) offers off-campus accommodation for both Finnish and international students. The apartments are shared apartments, studios and family apartments.
The monthly rents vary depending on the size, condition and furnishings of the room. The rents for shared apartments vary from EUR 190-320 and for studios EUR 250-480. After being offered an apartment, all students are required to pay a refundable deposit in advance in order to confirm the accommodation and receive the key to the room when they arrive.
The tenancy agreements are always periodic. For the autumn semester, the rental period starts August 1st (September 1st if possible) and always ends on December 31st. For the spring semester the tenancy agreement starts January 1st and ends May 31st.
Submit a housing application online and find more information about Student Housing Office, Domus Arctica, www.das.fi

In all housing issues, please contact DAS office:
Student Housing Office, Domus Arctica -foundation, Ylikorvantie 22A, FIN-96300 Rovaniemi, FINLAND
tel: + 358 20 769 9180, fax: + 358 20 769 9188
e-mail: dasaspa@das.fi, website: www.das.fi

ORIENTATION PROGRAMME
Each semester starts with an orientation programme of four days for new incoming international students. It is highly recommended to participate in the orientation for taking care of the administrative processes and optimising academic and social integration.
Please see the faculty specific web pages for more information.

Exchange students are expected to complete 25–30 ECTS credits per semester. Some courses can have book exam only meaning that there are no lectures given and student takes an exam based on individual study of a set of books from the curricula.

Please see www.ulapland.fi/studies for more information on courses.

There you will also find explanations about aims and terms of each course.

Please note that there is no specific exam period at the end of the semester; exams are held throughout the academic year. There are two types of written exams: course exams and general exams. Course exams are held after the completion of a course. General exams for each faculty or department are held once a month. On these days, a student can take an exam based on individual study of a set of books or other material from the course catalogue.

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Finnish universities use numeric grading scales. At the University of Lapland, the scale used is from 5 (excellent) to 1 (sufficient). Please note that some courses are given only on a pass/fail basis without any further grading. In this case the mark ‘pass’ appears on the transcript. Every passed course and examination taken is recorded on the student’s personal transcript. Failed courses do not appear on the transcript of records. Below is a comparison table with other grade scales.

<table>
<thead>
<tr>
<th>University of Lapland grading scale</th>
<th>European grade definition *</th>
<th>The US scale *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>5</td>
<td>A</td>
</tr>
<tr>
<td>Very good</td>
<td>4</td>
<td>B</td>
</tr>
<tr>
<td>Good</td>
<td>3</td>
<td>A, B+</td>
</tr>
<tr>
<td>Satisfactory</td>
<td>2</td>
<td>C</td>
</tr>
<tr>
<td>Sufficient</td>
<td>1</td>
<td>E</td>
</tr>
</tbody>
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CREDIT SYSTEM

The University of Lapland has completely adopted to the ECTS. The estimated work load for full time student in one academic year is 60 ECTS credits, meaning 30 ECTS credits per semester.

Credits are used to define the extent of a given course. Lectures, exercises, seminars and other forms of instruction (e.g. the writing of essays; lecture journals; preparation for examinations, etc.), as well as independent research, are all taken into consideration when the number of credits for each course is being calculated. Please note that a credit does not refer to the duration of a course, but to the estimated amount of work required. One credit refers to approximately 26–27 hours of work by the student.

WEBOODI – STUDENT INFORMATION SYSTEM

WebOodi is a student information system used at the University of Lapland. Through WebOodi, students can for example check their personal data and credits, browse study guide information, register for courses and exams, order a transcript of records to your email (official copies will be issued by the faculty office), and give feedback on courses.
STUDENT FEES

Finnish universities have recently introduced tuition fees. The fees are only applicable to new master’s degree students from outside the EU or EEA countries who start their studies in autumn 2017 or later. The fees are not applicable to exchange or doctoral students.

In addition, there are some compulsory fees connected closely with the studies. Before registering, a student studying for a degree must pay the annual membership fee (105€ in 2018-2019 for the whole year) of the Student Union of the University of Lapland (LYY).

For exchange students, membership is voluntary. International exchange students are entitled to join if their studies and stay in Finland last for more than 3 months.

After paying the fee, students may purchase the official student card or an app called FRANK. With the card or the Frank-app, student is entitled to subsidised lunches in University restaurants, services of the Finnish Student Health Care Service (YTHS), services provided by the Student Union, possibility to obtain Student Sport Pass, discounts on train tickets and long distance bus tickets, discounts at youth hostels, museums, theatres, concerts, swimming pools, shops, ski resorts, restaurants, etc.

Postgraduate students do not have to pay the membership fee, unless they want to have the Finnish student card. Postgraduate students are not entitled to earlier mentioned benefits but are entitled to counselling and services of the student union.

LIVING COSTS

In addition to the compulsory fees and study materials, student must be able to pay for his/her food, housing, clothes, social life, etc. The use of libraries is free (except for inter library loans and photocopying services) but students must normally buy some basic books to use as a reference library at home. Living expenses for a single undergraduate (BA, MA) student average EUR 560–930 per month. Doctoral level students living expenses are higher (about EUR 1200–1500 per month), because they are not entitled to same benefits as BA and MA students.

Following is an estimate of an undergraduate student’s monthly budget:

<table>
<thead>
<tr>
<th>Rent</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>DAS Housing</td>
<td></td>
</tr>
<tr>
<td>shared room appr.</td>
<td>EUR 140</td>
</tr>
<tr>
<td>room in a shared apartment appr.</td>
<td>EUR 190–320</td>
</tr>
<tr>
<td>studio appr.</td>
<td>EUR 250–480</td>
</tr>
</tbody>
</table>

Private Market

| studio appr.  | EUR 500 |

Other expenses

| Food          | EUR 250 |
| Transportation| EUR 50  |
| Leisure       | EUR 130 |

Total EUR 560–930

Please note that it is difficult to find a part-time job in Lapland and in Finland. During the tourism period around Christmas several safari companies hire students as guides.

THE RESIDENCE PERMIT, REGISTERING THE RESIDENCE AND PERSONAL IDENTITY CODE

There are certain formal procedures for an international student to take care of when moving to study in Finland. The procedures vary depending on where the student comes from. The students are provided with relevant information and links in the welcoming letter and the Study in Lapland guidebook. Citizens of the Nordic, EU and EEA countries have to register their stay in Finland after arrival.

The students of non-EU/EEA citizens have to apply for the residence permit prior their arrival in Finland.

Non-EU/EEA citizens

Persons from outside the Nordic and the EEA countries who intend to stay in Finland for more than three months (90 days) need a residence permit. It should be acquired before arrival in Finland at the nearest Finnish embassy or consulate. A student granted a place of study in a Finnish educational institute should submit an application for a residence permit electronically online. See detailed information on the Finnish Immigration Internet service: www.migri.fi/studying_in_finland. When filling in the application, please tick the box for acquiring Population Registration and Personal Identity Code.

University of Lapland provides the above information only as general guidance regarding residence permits and visa issues and are in no way responsible for official rules and regulations regarding their distribution. As immigration policy is subject to change, all international applicants should consult the Finnish Immigration Service for up-to-date information regarding residence permits and the rules and regulations concerning them.

In addition to the residence permit/registration procedures, you also need to acquire Finnish Personal Identity Code. According to the law, the universities are required to register all international students staying longer than three months with Finnish Personal Identity Code into the University Student Register. The Finnish Personal Identity Code has to be registered at the Student Services in the University of Lapland.

Persons from outside the Nordic and the EEA countries can apply for it in their residence permit application. When filling in the residence permit application, please tick the box for acquiring Population Registration and Personal Identity Code. If you forgot to do that you can apply it through Local Register Office.

Citizens of other EEA countries who stay more than three months non-stop and register their right to reside in Finland at the MIGRI, can apply for the Finnish Personal Identity Code with their registration application.

Citizens of other EEA countries who stay less than three months non-stop should apply for it at the Local Register Office. The service is free of charge.

MANDATORY INSURANCE

The University of Lapland’s policy on student insurance requires that all international students obtain their own insurance, and that the coverage be valid for the entire duration of the student’s stay at the University. The insurance must cover medical care and personal injury, and should also contain liability coverage for loss or damage. Proof of valid insurance coverage is required upon registration at the University of Lapland.

EU regulations on social security apply in Finland: EU (and EEA) citizens receive necessary medical services from the public health system and the Finnish Social Insurance Institution (KELA), even during short stays. All EU/EEA students are required to obtain the European Health Insurance Card from their home country and to carry it with them at all times. The European Health Insurance Card is also needed when travelling to EEA countries during your stay in Rovaniemi. Please note that this card only covers emergency treatment, so you must take out additional insurance before you travel. Please, contact your local authorities to obtain the card, and make sure that you have all required documents concerning social security and health care coverage before you come to Finland.