



Fact Sheet of the University of Helsinki University bilateral agreements, 2016-17

Basic information about the University of Helsinki	
Name of the university	University of Helsinki, Finland
University website	www.helsinki.fi/university https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies
<p>The University of Helsinki was established in 1640 and it has the widest range of disciplines in Finland. There are 36,000 degree students and 8,400 staff members. For a general introduction, please see http://www.helsinki.fi/inbrief/</p>	
<p>University of Helsinki has 11 faculties</p> <p>The faculties, listed here in alphabetical order, are:</p> <ul style="list-style-type: none"> § Faculty of Agriculture and Forestry § Faculty of Arts § Faculty of Behavioural Sciences § Faculty of Biological and Environmental Sciences § Faculty of Law § Faculty of Medicine § Faculty of Pharmacy § Faculty of Science § Faculty of Social Sciences § Faculty of Theology § Faculty of Veterinary Medicine <p>Many of the faculties are divided into departments, see http://www.helsinki.fi/units/index.html</p>	
<p>University of Helsinki has 4 campuses, all located within 10 kilometres from each other, http://www.helsinki.fi/units/index.html</p> <ul style="list-style-type: none"> § City Centre Campus for Arts and Social Sciences § Kumpula Science Campus § Meilahti Campus for Medicine § Viikki Campus for Life Sciences <p>Campus maps: http://www.helsinki.fi/university/campus_map.html</p>	

Contact information					
Coordinating unit for university level student and teacher exchange	International Exchange Services P.O. Box 3 (street address: Fabianinkatu 33, 00170 Helsinki) FI-00014 University of Helsinki, Finland Head of unit: Ms. Minna Koutaniemi, Overall coordination of student and teacher mobility +358 2941 22939, e-mail: minna.koutaniemi@helsinki.fi				
Contact person for university level student exchange	<p>Ms. Raisa Asikainen and Ms. Janna Koivisto Student Exchange Specialists University level student exchange with partner universities in Asia, Africa, Middle East and Europe (excluding Erasmus programme countries) Contact person for outgoing students from Helsinki, number of mobilities per year, balance issues: Raisa Asikainen Contact person for incoming students to Helsinki: Janna Koivisto Tel. +358 2941 22241 / Raisa Tel. +358 2941 57156 / Janna studentexchange@helsinki.fi</p> <p>Ms. Tuula Hellstedt Student Exchange Specialist University level student exchange with partner universities in Americas, Oceania. ISEP-, AEN-, MAUI- and North2North programmes contact person regarding both incoming and outgoing student exchange Tel. +358 2941 22177 studentexchange@helsinki.fi</p>				
Contact person for university level teacher exchange	<p>Ms. Anne Rönkä Teacher, Researcher and Staff Exchange Specialist Tel: +358 2941 40806 E-mail staffexchange@helsinki.fi</p>				
Service e-mail for students	Questions from students: studentexchange@helsinki.fi				
Agreement related issues	<p>Ms. Raisa Asikainen: Asia, Africa, Middle East, Europe excluding Erasmus programme countries Ms. Tuula Hellstedt: Americas and Oceania</p> <p>exchange-agreements@helsinki.fi</p>				
Application information for student exchange					
Level of studies open for exchange students	Bachelor's and Master's level				
Duration of exchange	One semester (autumn: late August -December or spring: January-May) or one study year (late August – May)				
Application deadline	<table border="1"> <thead> <tr> <th>For autumn semester</th> <th>For spring semester</th> </tr> </thead> <tbody> <tr> <td> April 15: citizens of non-EU/EEA-member states May 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland </td> <td> September 30: citizens of non-EU/EEA-member states October 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland </td> </tr> </tbody> </table>	For autumn semester	For spring semester	April 15: citizens of non-EU/EEA-member states May 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland	September 30: citizens of non-EU/EEA-member states October 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland
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Arrival and orientation	Autumn semester: last week of August / Spring semester: second week of January For exact dates, see https://university.helsinki.fi/en/studying/new-students/orientation-and-welcome-fair				
Academic calendar	https://www.helsinki.fi/en/academic-year-and-teaching-periods				

	Exchange students do not take part in the intensive period in the beginning of the semester
Application process	<p>Partners are asked to send nominations to studentexchange@helsinki.fi before the application deadline listed above.</p> <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. If all the enclosures are submitted online or as e-mail attachments, there is no need to send paper copies of the application.</p> <p>Decisions regarding acceptance are made by faculties of the University of Helsinki. Acceptance information is available about 6 weeks after the application deadline. Students receive an automatic acceptance e-mail from their host Faculty, if accepted. In addition to that, the International Exchange Services sends the student and the coordinator a more formal acceptance letter as an e-mail attachment.</p> <p>Starting from autumn 2014, paper copies of the formal acceptance letters are no longer sent. Finnish immigration authorities can check the validity of the scanned, formal acceptance letter directly from the Univ. of Helsinki, if necessary.</p>
Online application system	https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies
Enclosures, uploaded as attachments to the Online application system	<ul style="list-style-type: none"> - Printed, signed and scanned copy of the online application form - Approved learning agreement (study plan listing the names of the courses the student intends to participate in at the University of Helsinki, please see Workload for the amount of credits to complete; the agreement is based on the previous year's teaching, e.g. it is a preliminary plan) - scanned, official transcript of records from the student's home university - Language certificate, see Language requirement
About the application form	<p>In the online application form, university bilateral agreement exchange students choose "International Exchange Services (Administration)" as the Faculty they apply to study at, and "University Bilateral Agreement" as the field of study in the agreement.</p> <p>Choosing "International Exchange Services (administration)" means that the student's application is first received by the International Exchange Services of the University. It is then forwarded by International Exchange Services to the appropriate Faculty.</p> <p>The applicant does not need to choose the name of his/her Faculty. The Faculty name is updated to the application form of each bilateral exchange student by International Exchange Services during the application process.</p>
Language requirement	TOEFL score of 79 (IBT) or IELTS score of 6 or the Language Certificate available on https://university.helsinki.fi/en/studying/how-to-apply/exchange-studies proving that the language level is CEFR B2 at minimum
Medical report	Not required
Application information for researcher and teacher exchange	
Researcher and teacher exchange, if any	As indicated in the university bilateral agreement (if the agreement includes researcher and teacher exchange)
Quota for researcher and teacher exchange	As indicated in the university bilateral agreement (if the agreement includes researcher and teacher exchange)
Application deadline	<p>Nominations for researcher and teacher exchange should be sent to staffexchange@helsinki.fi at least eight weeks before the estimated arrival date. Please note that visits are only possible during the academic year. Applications can not be processed during the holiday seasons (end of December and beginning of January, July).</p> <p>Incoming teachers should have prior contact with the receiving unit.</p> <p>Documents needed: CV, work plan, pre-acceptance letter from the receiving unit at the University of Helsinki</p>
Accommodation	International Exchange Services will help with accommodation arrangements. More information from staffexchange@helsinki.fi

Academic calendar	https://www.helsinki.fi/en/academic-year-and-teaching-periods
Studies	
Workload	Students should aim to complete 30 ECTS credits in 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
Language of instruction	University of Helsinki is a bilingual institution. The languages of instruction are Finnish and Swedish. In addition to courses taught in Finnish and Swedish, the University offers a lot of courses taught in English. Courses taught in English are offered by each Faculty of the University. Exchange students can participate in courses taught in English. No knowledge of Finnish or Swedish is required.
Courses taught in English	Courses taught in English at the University have been collected to the Courses in English website: https://university.helsinki.fi/en/courses-in-english On the website, courses are classified according to the Faculty, then the department, and, finally, the semester. Please follow the links to each faculty's courses in English.
Terminology related to the courses	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: <ul style="list-style-type: none"> - Basic studies (or "perusopinnot" in Finnish): Bachelor's level courses, do not usually require previous studies from the student - Subject studies or Intermediate studies (or "aineopinnot" in Finnish): Bachelor's level courses, intermediate level, require some previous studies from the student, mainly for 2nd or 3rd year students of the subject - Advanced studies (or "syventävät opinnot" in Finnish): Master's level courses, for students who have completed a Bachelor's degree or have the same level
Restrictions	<ul style="list-style-type: none"> - Economics, Psychology, Communication, Political Science, Veterinary Medicine and Law have restrictions regarding acceptance (both for local and exchange students). They only accept students who are majoring in the subject in question and have completed enough courses in the discipline in their home university prior to arrival. Psychology majors should check which of the following is more suitable considering their study background: Social Psychology courses (Faculty of Social Sciences) or Psychology courses (Faculty of Behavioral Sciences) - English Philology only accepts students majoring in English. Other foreign languages: student should be a major or minor in the language at the home university. These studies are considered case by case. - English courses offered by the Language Centre are not open for exchange students. - Economics and Fac. of Agriculture and Forestry: courses in English offered on Master's level only - Highly restricted: Medicine, Dentistry. Please contact student exchange coordinator before nominating students for Medicine or Dentistry. - Fields not offered at the University of Helsinki: business and engineering
Finnish courses for exchange students	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 http://www.helsinki.fi/fus/studying/finnishforinternationalstudents.html For students interested in Finnish society and culture, there are courses offered by the Faculty of Social Sciences. Please see http://www.helsinki.fi/socialsciences/studying/courses/index.html > Study entities offered in English > Finnish society and culture Students are not required to participate in Finnish courses, but may do so, if they wish.
Language courses for exchange students	In addition to the Finnish courses described above, University of Helsinki offers the following language courses for exchange students: http://www.helsinki.fi/kksc/english/languagecourses.html
Course selection	University level bilateral exchange students are required to choose the majority of their courses from one faculty Within one faculty, they can choose courses from several disciplines. For example, a student applying to be an exchange student at the Faculty of Arts, can choose courses in several disciplines taught at the Faculty of Arts. One of the disciplines will be chosen as the host discipline for the student, so it is recommended to choose the majority of one's courses from one discipline.

	<p>Students are welcome to choose some courses from other faculties, too, if they meet the requirements for the courses.</p> <p>Please note that depending on the course level, disciplines have the right to decide whether the student has enough previous studies to participate.</p>
Course enrollment	<p>Students need to have their University of Helsinki computer user ID to register for courses in WebOodi, http://www.helsinki.fi/weboodi. Students receive the computer user ID when they arrive in Finland. Course registration happens after arrival.</p> <p>Kindly note that decisions regarding teaching in English during next academic year are made in April-May and a preliminary list of the courses for the following academic year is available online by June.</p> <p>During the application process, Learning agreements are based on the information regarding courses organized during the previous year. After the list of courses for the following academic year is published, there may be some changes, e.g. the Learning agreement is only a preliminary plan. Students are advised to check the list of courses during their exchange year again before they arrive.</p>
Grading system	<p>The University of Helsinki uses a six-level grading scale from 0 to 5.</p> <p>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</p> <p>In addition to applying this grading scale, pass/fail grade may be used when grading practical training and practical skills courses.</p>
Transcripts of records	<p>Students can get one official transcript per semester free of charge from the Student Services, see http://www.helsinki.fi/neuvonta/english/transcript.htm</p> <p>Students are responsible for ordering their official transcript, e.g. it is not automatically sent to the partner university. Students should follow the instructions in the link above to order their official transcript.</p>
Support services and housing for exchange students	
Housing	<p>For the students wanting 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.</p> <p>Starting from autumn 2015, 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 https://university.helsinki.fi/en/studying/new-students/housing</p>
International Exchange Services	<p>With any questions during their stay at the University of Helsinki, exchange students are welcome to the International Exchange Services office, located in the University main building, address: Fabianinkatu 33, 1st floor, open Mon-Thu 10 am – 3 pm.</p> <p>With any questions before or during their stay, students can e-mail studentexchange@helsinki.fi.</p>
Tutoring	<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>
Hobbies and friendship activities	<p>University of Helsinki has hundreds of student organisations, and exchange students are welcome to join. Please see the Orientation Handbook for more.</p> <p>Students' ESN network organises a lot of activities for exchange students: http://blogs.helsinki.fi/esn-hyy/</p>
Practical	<p>City of Helsinki http://www.helsinki.fi/eng/</p>

Information	Student benefits	https://university.helsinki.fi/en/studying/new-students/costs-and-finance
Facilities and Services	Helsinki University Library Language Centre Learning Centre Aleksandria Student Cafeterias finance#meal-discounts Student Health Care finance#student-health-care Student Union Unisport	http://www.helsinki.fi/kirjasto/en/home/ http://www.helsinki.fi/kksc/english/intstud.html http://www.helsinki.fi/kirjasto/en/services/study-library/aleksandria/ https://university.helsinki.fi/en/studying/new-students/costs-and-finance#meal-discounts https://university.helsinki.fi/en/studying/new-students/costs-and-finance#student-health-care http://hyy.helsinki.fi/en https://unisport.fi/
Information for accepted students		
Residence permit	<p>§ Students who are non-EU nationals need to apply for a Residence permit according to the instructions provided by Finnish Immigration Service http://www.migri.fi/studying_in_finland. 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 a bit 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>	
Health insurance	Students who are non-EU nationals need to seek comprehensive health insurance prior to applying for a Residence permit. For more, please see https://university.helsinki.fi/en/health-insurance-and-students and www.migri.fi	
Student union membership	Exchange students are strongly recommended to pay the Student Union Membership Fee for Exchange Students (€92 for academic year and €47 for semester, subject to change). Student Union membership includes benefits for students, for example basic health care, etc.). Please see: http://hyy.helsinki.fi/en/students/membership-fee-benefits/member-benefits-and-services	
Student health care	Exchange students who join the Student Union can use the services of Finnish Student Health Service, http://www.yths.fi/en/internationalstudents , which is open Mon-Fri.	
Cost of living	https://university.helsinki.fi/en/studying/new-students/costs-and-finance	
Websites for accepted students	Orientation, Welcome Fair, Tutoring New Students Website Welcome to UH Blog Join us in Facebook Welcome Guide	http://www.helsinki.fi/orientation http://www.helsinki.fi/newstudents http://blogs.helsinki.fi/welcometouh/ https://www.facebook.com/newstudentsuh https://www.helsinki.fi/sites/default/files/atoms/files/welcome_guide_exchange_and_visiting_students.pdf
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