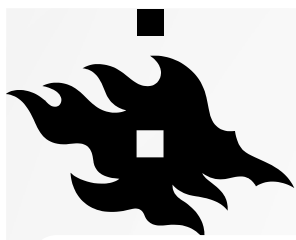




WELCOME TO HELSINKI!

International Exchange Services and Education Cooperation

HELSINGIN YLIOPISTO
HELSINGFORS UNIVERSITET
UNIVERSITY OF HELSINKI



INTERNATIONAL EXCHANGE SERVICES AND EDUCATION COOPERATION SPECIALISTS

General guidance related to your exchange

Signatures for Learning Agreement

Arrival and departure certificates

Extending or Shortening exchanges etc.





CONTACT US

Drop-in Service:

Campus	Time	Place
City Center	Mon 12-13	Main Library Kaisa, 3rd floor lobby, Fabianinkatu 30
Kumpula	Wed 13-14	Physicum, Campus Library, 2nd floor, Room Q (G231), Gustaf Hällströmin katu 2.
Viikki	Thu 13-15	Info center, 2nd floor, room 2050, Viikinkaari 11

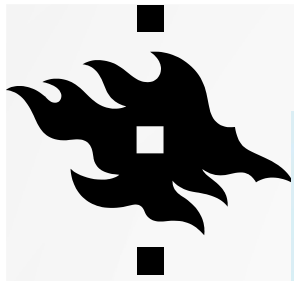
Individual online appointments through the [Vihta booking system](#).

E-mail: studentexchange@helsinki.fi

Phone: +358 2941 22401, Mon-Fri 12-14

[Contact Details](#).

[Events for exchange students](#)



NEWSLETTERS

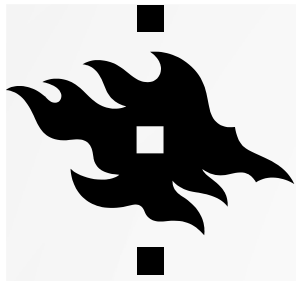
[Newsletter Archive](#)

Please click [here](#) for the browser version.



Welcome to our academic family at the University of Helsinki!

- Important information regarding your exchange
- Check your spam-folder
- Read them carefully or you will miss very important information!
- Next newsletter: after the Orientation Week
- Please check [the newsletter archive](#), if you have not received our newsletters.

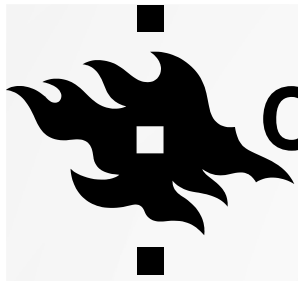


CHECK-IN EVENT ON AUG 27-28

Bring these documents:

- Passport or EU Citizen's ID card
- Residence permit if applicable, or EU Citizen's registration document if applicable
- Certificate of student status printed from Sisu, or digital version
- Address in Finland, including the number of your apartment/room
- Arrival Certificate (printed, if your home university requires one)
- Bank receipt of the HYY student union membership payment (optional & only if you did not send it already to studentinfo@helsinki.fi)
- Credit/debit card (for HSL, ESN & HYY membership fee)

Your tutor will collect the documents that need to be signed for you by the **International Exchange Services.**



CERTIFICATE OF STUDENT STATUS



What for?

Study right

Exchange dates

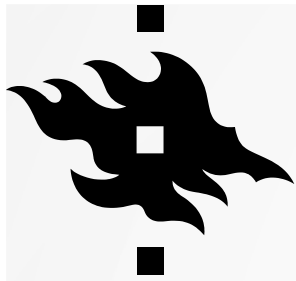
Proof of student status



Where to get it?

Digital certificate of student status
(from SISU)

[Student Services](#)



STUDENT UNION MEMBERSHIP & STUDENT CARD



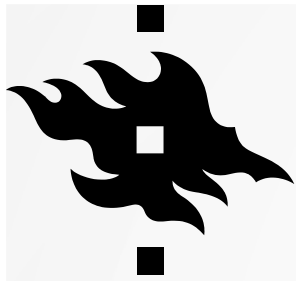
If you wish to get the Frank App (digital student union card), [become a member](#) of the Student Union **by September 30**



The membership fee for the autumn term is **45** euros.



If you become a member after the Check-in Event, you can send a photo of the receipt to student services by e-mail studentinfo@helsinki.fi



DISCOUNT FOR PUBLIC TRANSPORTATION

- HSL Travel Card
 - BSc / MSc exchange students: Student discount (40% on season tickets)
 - You can get the physical card at the CiE and later upload value on your card
 - PhD students: Not entitled to a student discount, but you can get the local price for adults after registering your address with the DVV (Digital Population Services)
- VR & Matkahuolto (long distance transportation) discounts can be obtained only if you join the student union (HYY) by September 30
 - [Student Discount on VR train tickets](#)
 - [Student discount on Matkahuolto intercity bus services](#)



AT THE CHECK-IN EVENT 1/3

Make sure that you have filled in these:

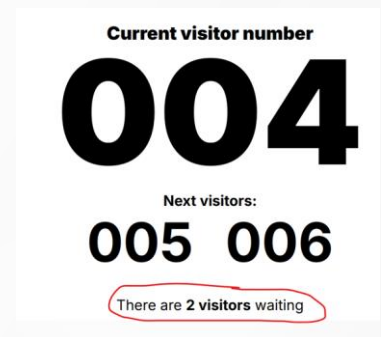
- HSL travel discount form (you get this from your tutor)
- DVV registration e-form online
 - Before you register via the DVV e-form:
 - Download a certificate of student status from Sisu
 - Attach the certificate of student status to the [DVV registration form!](#)
 - Copy of your passport or EU citizen's ID card and residence permit (if applicable) - make sure that you have attached pictures of both the front and backside of the card
 - A driver's license is not an official id and will not be accepted

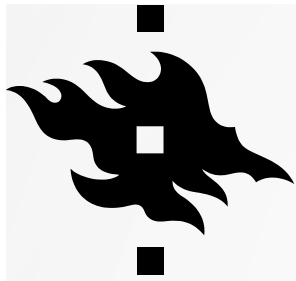
Your tutor will collect your documents that need to be signed by **International Exchange Services**.



AT THE CHECK-IN EVENT 2/3

- When you arrive to the Language Centre, scan the QR code to get your queue number for the DVV
- In every room, there is a screen with the next three numbers that are served at DVV
- Visit various stands and collect stamps until your turn to visit DVV approaches
- Have all your documents ready when you go to the DVV
- Bring the same identification document that you have attached to your application
- Leave HSL for last!
- **EU/ETA citizens:** if you will not leave Finland within 3 months, you can visit Migri to register your residency in room 406. In this case, please cancel any pre-booked appointments





AT THE CHECK-IN EVENT 3/3

You will also meet the representatives of:

- International Exchange Services
- HYY (Student Union) and the different student organisations
- Erasmus Student Network (ESN)
- Language Centre, Finnish Language Studies
- Library
- Unisport
- Migri
- Helsinki Alumni
- UniPID
- Helsinki-info (Helsinki city information desk) and International House Helsinki
- Helsinki Think Company
- University Chaplains
- IT Helpdesk
- UNA Europa



Collect at least 7 stamps and get a free Unicafe coffee & bun voucher!

REGISTERING WITH FINNISH AUTHORITIES EXCHANGE STUDENTS

Nordic Countries

[Apply for a personal identity code with DVV e-form](#)
Complete the process at Check-in Event

EU / EEA Countries

[Apply for a personal identity code with DVV e-form](#)
Complete the process at Check-in Event

In addition:
+ Travel outside the borders within 3 months
or
Apply for a right to reside in Finland at the Finnish Immigration Service MIGRI
You can visit MIGRI at CiE

- [Apply online to register for an EU citizen's right of residence](#)

Non-EU Countries* (includes UK citizens)

Do you already have a personal identity code?

If you do, it will be on the front side of your residence permit. It is a number sequence with 11 characters, formed on the basis of your date of birth.

YES

You are all set!

NO

[Apply for a personal identity code with DVV e-form](#)
Complete the process at Check in Event

* If you have a residence permit for studies in another EU country, you may not need a residence permit to Finland but instead you must submit a mobility notification at Migri.



AFTER RECEIVING YOUR IDENTITY CODE

Once you have received your Finnish personal identity code, update it in the student register by ONE of the following methods:

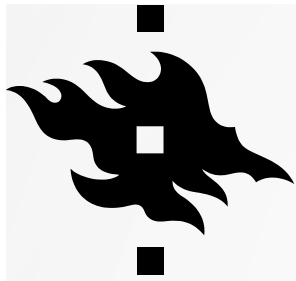
1. Visit the [Student Services](#)
Bring with you proof of your new identity code and your official ID
2. Email studentinfo@helsinki.fi
 - Include the last four digits of your personal identity code
 - State your student number





LEARNING AGREEMENT

- **Changes possible** (overlaps, cancellations, full courses)
 - You might need approval for changes from your home university
 - Make sure not to choose courses that end after your study right ends!!!
- Signatures to your LA or Changes form
 - Erasmus+ students: Online Learning Agreement
 - Possible pdf versions, send the document to:
studentexchange@helsinki.fi



COURSE REGISTRATION

The LA /OLA is **not**
a **course**
registration

Register in Sisu
during the
orientation week for
period I

Registration is not
yet a guarantee for
acceptance!

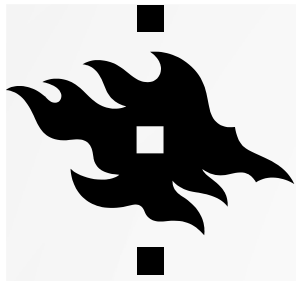
At least half of your
courses should be
from your own
Faculty

[Courses for
exchange students](#)

[Course search](#)

Check the
prerequisites and
target group for
each course!

Independent courses'
registration by email



INDIVIDUAL ARRANGEMENTS FOR STUDIES

- Individual arrangements support your learning when your studying is hindered, for example, by a long-term illness, disability or impediment.
- If you require these arrangements during your stay at UH, contact specialneeds@helsinki.fi with a description of your needs and certificates related to them asap!
- The Accessibility Liaison Officer of your host Faculty will guide you with the arrangements at the University of Helsinki based on the certificates you send
- Read more about [individual arrangement support services](#).



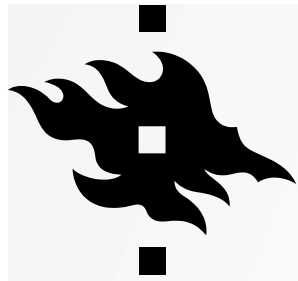
TRANSCRIPT OF RECORDS

- Includes all courses you have passed at UH:
 - Failed courses will not appear in your transcript
 - It is not possible to delete courses from the transcript
- You can download a digitally verified transcript from Sisu.
- You will receive more information closer to your departure in one of our Newsletters.



YOUR UH EMAIL

- The University of Helsinki uses Office365 mail system and you will get your own email with the **helsinki.fi** ending.
- Log in (activate the e-mail) as soon as possible.
- If you don't use this e-mail, forward the messages to your own e-mail, so that you don't miss out on important information.
- [Multifactor Authentication](#) is used regularly. The Authenticator mobile app is the easiest option for this.



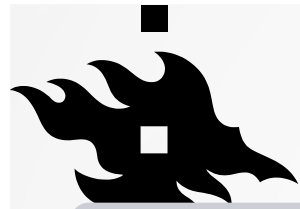
HEALTHCARE

- Availability of healthcare services depends on your nationality.
- Please check our instructions on [Healthcare for exchange students](#) now so you know what to do if health concerns occur.
- In urgent cases call the free Medical Helpline number 116 117 before visiting a health station or emergency department.
- If you have a life-threatening emergency, please call 112.



HOUSING

- **Join online housing session on Friday August 29 for detailed information by Hoas and Unihome**
- Respect other students and avoid making noise especially during silent time 22:00 - 07:00
- Take good care of the apartment and common areas
 - It is strictly forbidden to smoke inside (not even through the windows)
- Pay the rent on time
- Take care of the keys
 - If you forget your keys inside the apartment or lose them, you have to pay expenses incurred.
 - Do not hand over the keys to anybody.
- You are liable to pay for all the damage you (and any other person whom you have let in) cause
- UH may contact student's home university if disturbances occur
- General emergency number for police, ambulance and fire brigade - **112**



FINLAND AND WINTER



Be aware of dangers of vitamin D deficiency while living in northern latitudes



For S.A.D. (seasonal affective disorder)



[Bright light therapy instructed by the Finnish Student Health Services](#)

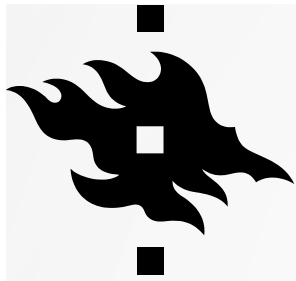


Watch out for snow and ice falling from rooftops and use ice grippers for your shoes



JOIN INTERNATIONAL EXCHANGE FAIR

- Come and tell about your home university and country to UH students interested in going on exchange at the International Exchange Fair taking place in Agora (UH main building) on 30 September at 12-3 pm
- If you wish to join as a presenter, please sign up through this [e-form](#)
- Please note that we can take only a limited amount of presenters from each country



LASTLY: A CRASH COURSE IN FINNISH

- Hei! / Moi! / Terve! – Hello!
- Kiitos – Thank you
- Ole hyvä – Here you are, "Don't mention it"
- Eipä kestä - Don't mention it
- Anteeksi – Sorry, Excuse me
- Hyvää huomenta! – Good morning!
- Hyvää päivää! – Good day!
- Hyvää iltaa! – Good evening!
- Hyvää yötä! – Good Night!
- Näkemiin!/ Hei Hei!/ Moi Moi! – Good bye!



**KIITOS JA TERVETULOA!
THANK YOU AND WELCOME!**



#HELSINKIUNI

 UNIVERSITYOFHELSINKI  HELSINKIUNI  UNIVERSITYOFHELSINKI  #UNIVERSITYOFHELSINKI 