EVENT FOR EXCHANGE STUDENTS RETURNING HOME SPRING 2020

International Exchange Services
ON THE AGENDA TODAY

• The formalities of finishing your exchange

• A representative of our study psychologists will discuss the feelings the exceptional circumstances this spring can cause
FINISHING YOUR EXCHANGE

• First of all, thank you for coming to Helsinki! Despite the unique circumstances this spring, we hope you had a chance to also gain positive experiences, learn something and make new friends.

• If you are still in Helsinki and will not be able to return home when the semester ends, please inform us as soon as possible! studentexchange@helsinki.fi

• Ask your home university which documents you need us to sign and send them to us at studentexchange@helsinki.fi
IMPORTANT DOCUMENTS

- Learning Agreement
- Transcript of Records
- Departure Certificate
- Instructions for incoming exchange students
DEPARTURE CERTIFICATES FROM YOUR HOME UNIVERSITY

- Mainly applicable to Erasmus+ students
- Some home institutions require one, some don’t
  - Please follow your home institution’s instructions!
- Certificate provided by home institution, not by University of Helsinki
- Please note that for any departure certificates, we will mark two dates: the date you left Finland (if you left before the end of semester) and the end date of the semester (May 29th)
LEARNING AGREEMENT (LA)

- Signatures to your LA or Changes form
  - You can send the document to International Exchange Services: studentexchange@helsinki.fi
  - If you need a form for LA changes, you can find one at https://guide.student.helsinki.fi/en/article/instructions-incoming-exchange-students ➔ please note that your home university may only accept their own form, so check with them first
TRANSCRIPT OF RECORDS

• Includes all the courses you have passed at UH
  • Courses for which you have enrolled in but have not passed will not appear on the transcript
  • It is not possible to delete courses which you have passed from the transcript

• You must order your transcript yourself, it is not automatically sent to you or your home university!

• You can order a digitally verified transcript from WebOodi free of charge by 31.7.2020

• One paper transcript/term free of charge can be sent by mail from the Student Services. For additional paper transcripts you need to pay a fee

• Make sure everything is registered before you order! Your user account is valid until July 31st, so you can check the situation from WebOodi

• If there are courses missing from the transcript, please contact the teacher that arranged the course (after 2 months of the exam/essay deadline)

• Instructions for ordering a transcript: https://guide.student.helsinki.fi/en/article/order-transcript-studies
If you’re still staying in student housing, you will receive departure instructions from the housing provider.

Students departing early need to pay for the full semester → You should be able to use the grant you received to cover these costs.

If you need to extend your stay and need housing also for June/July, please contact your housing provider.