



MEETING ETIQUETTE

- Please concentrate on listening to the presentation before asking your questions in the chat. We will answer your questions in the breaks we have reserved for questions and answers (Q&A)
- If you have specific individual questions, especially concerning courses, or anything else please send us an e-mail.
- Use the Raise Hand function during the Q&A break to ask questions
- Please join us in establishing an open, interactive and respectful atmosphere.
 Take responsibility for creating a safer place!
- This meeting is not recorded. Please find the PowerPoint presentation after the meeting here: https://studies.helsinki.fi/instructions/article/events-exchange-students

A.

PROGRAMME

- Introduction of the International Exchange Services and Education Cooperation
- IT user accounts and other important paperwork
- Registration for courses
- Registering with authorities
- Housing
- Healthcare and Insurance



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





INTERNATIONAL EXCHANGE SERVICES AND EDUCATION COOPERATION

E-mail: studentexchange@helsinki.fi

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

Please find our drop-in and appointment links in our contact pages.

Events for exchange students

 Course-specific questions: check your faculty's service address at our student advising page



NEWSLETTERS



Welcome to our academic family at the University of Helsinki!

- We will send you all important information regarding your exchange in the form of newsletters.
- Make sure to read them carefully or you might miss some very important information!
- Please check <u>the newsletter archive</u>, if you have not received one yet.



GOIN' CONNECT

Who will be your future classmates? Get to know them with Goin' Connect.

Are you looking for like-minded students who are also going to the University of Helsinki? With the Goin' Connect provided by the University of Helsinki, you will soon be able to connect with other students starting their studies at the University of Helsinki.

You should have already received your registration link to the exclusive University of Helsinki Goin' platform (check your spam folder if you have not received the link).



ACTIVATE YOUR USER ACCOUNT

Did you send your username application as instructed in your acceptance e-mail? - If not, do so TODAY!

- If yes, follow the instructions you received from the Helpdesk by e-mail!

Please contact Helpdesk for all questions related to your user account:

- 1. Chat on webpage: weekdays from 9 a.m. to 3 p.m. Chatbot 24/7.
- 2. Tel. + 358 (0)2 941 55555 (local network charge/mobile call charge)
- 3. helpdesk@helsinki.fi



DIGITAL LEARNING ENVIRONMENTS



After receiving your user account, you may like to get familiar with the IT terminology and guidelines at the University of Helsinki.

There is a course called <u>Digital Skills Online</u> <u>Course</u> available for all students.

The course teaches you how to

- Use university computers
- Seek for information
- Remotely use databases and your home directory
- Use of Zoom (used in some lectures)



YOUR STUDY RIGHT

Your study right starts on 10.1.2024

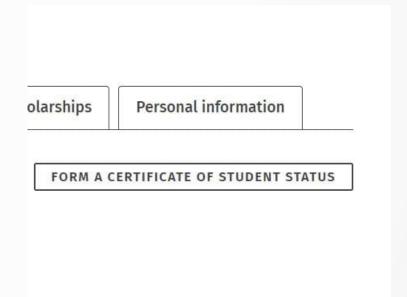
It means that you can register for courses in Sisu and start using your student benefits from that day onwards, such as the HSL travel card discount, and student benefits such as affordable food at the Unicafe student restaurants.

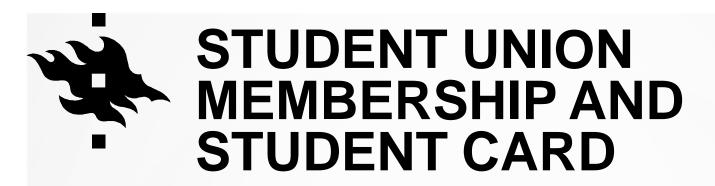




PRINTING YOUR CERTIFICATE OF STUDENT STATUS

- After you activated your user account, you can print your certificate of student status from <u>Sisu</u>.
- We recommend that you print one copy at home already and bring it with you to Finland.
- The certificate says that your study right is inactive at the moment. That is normal as the study right will start on 10.1.2024 for most of you.





 If you wish to have a student card, you will need to <u>become a</u> <u>member</u> of the Student Union of the University of Helsinki

The membership fee for the spring term is 24 euros.

- After becoming a member, please remember to inform the university about the payment:
 - Preferably become a member before the Check-in Event: send a photo
 of the receipt to student services by e-mail <u>studentinfo@helsinki.fi</u>. In
 that case we don't need the receipt at the Check-in Event
 - If you haven't sent it, give the paper receipt, with your name on it, to your tutor at the Check-in Event
 - If you have the receipt on your mobile phone show it to us at the Check-in Event



Q&A1

If you have any questions about the topics above; we will have a few minutes break now to answer your questions, please write them either in chat or use the Raise hand function to speak.





ORIENTATION WEEK STARTS ON WEDNESDAY 10.1.2024

It is important that **all** exchange and visiting students arriving during the spring term participate in the orientation meetings. You will receive essential information during the orientation week as well as meeting tutors and each other.

Link to the programme of the Orientation Week

Please first select your study programme to find faculty specific information.

Your tutors will help you with practical questions, registering for the courses and finding your bearings.

Check-in Event: Thursday 11.1.2024 between 9 – 17 hrs



Your tutors will bring you in groups to the Check-in Event

You will meet the representatives of:

- International Exchange Services
- HYY (Student Union) and the different student organisations
- Helsinki Think Company, University Chaplains, Unisport
- Language Centre, Finnish Language Studies
- Library, Una Europa, Helsinki Alumni, Sustainability & Responsibility team
- IT services

UNIVERSITY OF HELSINKI

- Helsinki's public transport (HSL)
- DVV: Digital and Population Data Services Agency

BRING THESE DOCUMENTS TO THE CHECK-IN EVENT

- Passport or EU Citizen's ID card
- Residence permit or EU Citizen's registration document if applicable
- Certificate of Student Status printed from SISU, or digital version (show from your phone)
- Address in Finland, including the number of your room/apartment
- Learning Agreement (if you have a paper version of it which needs to be signed, only applicable to Erasmus students)
- Certificate of Arrival (If your home university requires one to be signed): Fill in your name and home university, but leave the part for dates empty.
- HSL travel discount form (your tutor gives you a form): Fill in only the upper part of the form, your personal information.
- Bank receipt of the HYY student union membership payment (optional & only
 if you did not send it already to studentinfo@helsinki.fi).
- Payment card (for HSL, ESN & HYY membership fee)



COURSE REGISTRATION

- Registering for all courses takes place in <u>Sisu</u>. during the Orientation week (10–12 January). Course registration does not guarantee you a place in the course.
- The selection of participants are done by lecturers / programme coordinators.
- Please note that there are restrictions to some courses. Check <u>course information pages</u> for details.
- Language Centre courses are opened for another registration round if their original registration period has ended before the orientation week and there is room on the course.



LEARNING AGREEMENT FOR ERASMUS STUDENTS

- If your home university uses Online Learning Agreement (OLA) / Digital Learning Agreement (DLA), please use that one and not a pdf/word document.
- We do not sign separate documents if the LA is already accepted as OLA/DLA.
- Almost all the OLA's/DLA's will have been signed by us by the time you arrive, if we have received them via the online system
- PDF LA's, if your university is not yet in OLA, to Studentexchange@helsinki.fi.
- Some are not signed because they lack information or due to technical problems.



ARRIVAL CERTIFICATE, FOR ERASMUS STUDENTS

- Your home institution may ask for an Arrival Certificate (also called as Certificate of Stay / Confirmation of Stay)
- We will sign these forms after your arrival to Helsinki at the Check-in Event. Please bring a paper copy of the document with you.



Q&A2

If you have any questions about the topics above; we will have a few minutes break now to answer your questions, please write them either in chat or use the Raise hand function to speak.





DISCOUNT FORM FOR PUBLIC TRANSPORTATION

- BA and MA level exchange students get a student discount (40% on season tickets). PhD students are not entitled to a student discount, but they can get the local price for adults after registering their address with the DVV (Digital Population Services).
- We will sign your HSL Helsinki area public transportation discount forms during the Orientation week at the Check-In event. The discount is not valid before your study right starts officially (for most of you 10.1.2024).
- If you arrive after the Orientation week, you can get the form and signature from the <u>student services</u>.



HOUSING

- Read carefully all messages from your housing provider!
- UNIHOME and HOAS will send you guidelines on how to get your keys during office hours.
- Reserve at least two hours for reaching the housing provider's office from the airport. If you arrive after office hours, you will need to arrange your first night's stay at a hostel independently.
- If you arrive in Helsinki earlier, you can contact the housing provider and ask about the availability of your room.
- Remember that once you sign the fixed-term tenancy agreement, you will need to pay the rent until the end of the agreement even if you decide to leave earlier.
- UNIHOME-HOAS INFO (Student Housing Services), for all new international students, Friday 12.1.2024 at 10–11 Online Housing info session. Check the <u>orientation programme</u> for the link to the Zoom event!

REGISTERING WITH AUTHORITIES

International Exchange Students staying for over 3 months

Nordic Countries Apply for a personal identity

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 boarders within 3 months

or

Apply for a right to reside in Finland at the

Finnish Immigration Service MIGRI

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.



* 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.



- Before you register via the DVV e-form, get your IT account and print a certificate of student status, you will attach it to the DVV registration form! Fill out the DVV e-form € Electronic form for students ☐ on!
- Citizens of Nordic countries: Apply for a personal identity code with DVV e-form. Complete the process at the Check-in Event.
- Citizens of EU or Switzerland: Apply for a personal identity code with <u>DVV e-form</u>. Complete the process at the Check-in Event. Additionally:
 - Travel outside the borders within 3 months
 - OR <u>Apply online at MIGRI's webpage</u> to register for an EU citizen's right of residence (ca EUR 50) and book an appointment time.



REGISTERING WITH FINNISH AUTHORITIES 2/2

- Other nationalities (incl UK): Do you already have a Finnish personal identity code? If you do, it will be on the front side of your residence permit card. It is a number sequence with 11 characters, formed on the basis of your date of birth.
 - No, I do not have the code: Apply for a personal identity code with DVV e-form and complete the process at the Check-in Event.
 - Yes, I have the code: You are all set



- At the airport train station, you can take any train ("P" or "I") going in any direction. It will take you to the Central Railway Station, which is the last stop.
- You will need an "ABC ticket" for the trip between the airport and the city centre (costs 4,10€ if you buy it from a vending machine). There is no ticket sales on trains.



HEALTHCARE

EU/EEA citizens: Please make sure your EHIC/GHIC card is valid. You can turn to Public Health Nurse at Helsinki city's Student Health Care, Central reception or refer to your own private healthcare insurance. In urgent situations contact the nearest public health station.

Non-EU citizens: Please refer to your own private healthcare insurance. You can turn to any private healthcare providers e.g. Mehiläinen, Terveystalo, Aava and Pihlajalinna.

Healthcare for exchange students

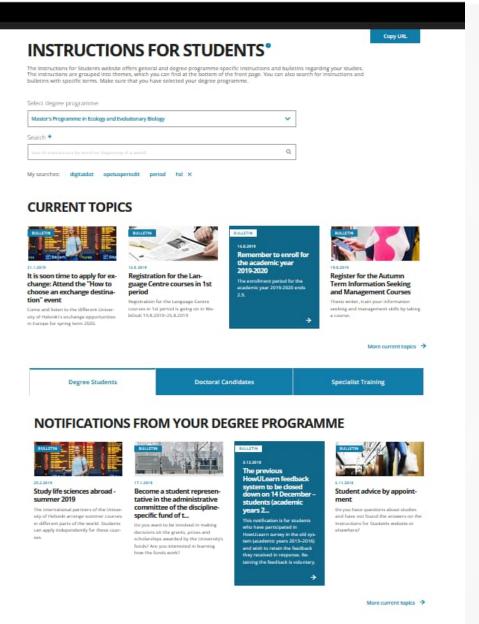


WHERE TO LOOK FOR INFORMATION?

Instructions for Students →

Instructions for exchange and visiting students

Remember to log in or select your degree programme from the menu!



THEMES



FINDING YOUR WAY IN UNIVERSITY OF HELSINKI

The University of Helsinki has four campuses in Helsinki

CITY CENTRE (Faculties of Social Sciences, Arts, Educational Sciences, Law, Theology, Swedish School of Social Sciences)

KUMPULA (Faculty of Science)

MEILAHTI (Faculties of Medicine including Psychology and Dentistry)

VIIKKI (Faculties of Agriculture and Forestry, Biological and Environmental Sciences, Pharmacy, Veterinary Medicine)

The Campus maps



Any other questions?

Please write them either in chat or use the Raise hand function to speak.



KIITOS JA TERVETULOA! THANK YOU AND WELCOME!

