



Fact Sheet of the University of Helsinki Faculty and unit bilateral agreements, 2017-18

Faculty of Agriculture and Forestry

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 8,000 staff members. For a general introduction, please see https://www.helsinki.fi/en/university/the-university-of-helsinki-in-brief.</p>	
<p>University of Helsinki has 11 faculties</p> <p>The faculty of Agriculture and Forestry is located on</p> <ul style="list-style-type: none"> • Viikki Campus for Life Sciences (location on a map) 	
Contact information	
Coordinating unit for student and teacher exchange	<p>International Exchange Services P.O. Box 3 (street address: Fabianinkatu 33, 00170 Helsinki) FI-00014 University of Helsinki, Finland Tel. +358 2941 22401</p> <p>Head of unit: Ms. Minna Koutaniemi, Overall coordination of student and teacher mobility +358 2941 22939, e-mail: minna.koutaniemi@helsinki.fi</p>
Contact persons for student exchange	<p>Contact persons</p> <p>Ms. Raisa Asikainen: Outgoing students from Helsinki, number of mobilities per year, balance issues</p> <p>Ms. Janna Koivisto: Contact person for incoming students to Helsinki, questions on application process and residence permit Student Exchange Specialists Tel. +358 2941 22241 / Raisa Tel. +358 2941 57156 / Janna studentexchange@helsinki.fi</p> <p>Ms. Sari Mikkola: study programme and faculty specific questions Student Exchange Specialist Tel. +358 2941 58247 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	<p>Questions from students: studentexchange@helsinki.fi</p>

Agreement related issues	Ms. Raisa Asikainen: Asia, Africa, Middle East, Europe excluding Erasmus programme countries Ms. Tuula Hellstedt: Americas and Oceania exchange-agreements@helsinki.fi	
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	For autumn semester April 15: citizens of non-EU/EEA-member states May 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland	For spring semester September 30: citizens of non-EU/EEA-member states October 15: citizens of EU/EEA-member states, Iceland, Liechtenstein, Norway and Switzerland
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	Partners are asked to send nominations to studentexchange@helsinki.fi before the application deadline listed above. 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. 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. 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.	
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 	
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	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). Incoming teachers should have prior contact with the receiving unit. Documents needed: CV, work plan, pre-acceptance letter from the receiving unit at the University of Helsinki
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 per 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	During spring 2017, courses taught in English will be gathered to a new database. We will publish the link and instructions on this website: https://www.helsinki.fi/en/studying/new-students/courses-in-english Courses taught in English at the Faculty of Agriculture and Forestry http://www.helsinki.fi/af-faculty/studies/courses.html Courses are classified according to the Faculty, then the department, start month, teaching language and type of teaching. Please see the website for instructions on whether to use the ongoing year’s course information or whether the course information for 2017-18 has already been published.
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: - 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 2 nd or 3 rd 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. Note that writing seminars are on an advanced level.

Finnish courses for exchange students	<p>There are Finnish courses available for 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</p> <p>Students are not required to participate in Finnish courses, but may do so, if they wish.</p>
Language courses for exchange students	<p>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</p> <p>Please note that English Philology only accepts students majoring in English and that English courses offered by the Language Centre are not open for exchange students.</p>
Course selection	<p>Faculty and unit level bilateral exchange students are required to choose the majority of their courses from the Faculty of Agriculture and Forestry</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>After course information 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 for their exchange year before arrival in Helsinki.</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 https://www.helsinki.fi/en/studying/during-your-studies/order-a-transcript</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>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 visit the International Exchange Services, represented on each campus in conjunction with the local Student Services. Please look here for the address and office hours of each campus' Student Services: https://www.helsinki.fi/en/studying/contact-us/international-exchange-services</p> <p>With any questions before or during their stay, students can e-mail studentexchange@helsinki.fi or call to +358 2941 22401.</p>
Tutoring	<p>During orientation, incoming exchange students receive help from students tutors, who introduce Finnish</p>

	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.
Hobbies and friendship activities	University of Helsinki has hundreds of student organisations, and exchange students are welcome to join. Please see the Orientation Handbook for more. Students' ESN network organises a lot of activities for exchange students: https://esnuni helsinki.com/
Practical Information	City of Helsinki http://www.hel.fi/www/helsinki/en Student benefits https://university.helsinki.fi/en/studying/new-students/costs-and-finance
Facilities and Services	Helsinki University Library http://www.helsinki.fi/kirjasto/en/home/ Language Centre http://www.helsinki.fi/kksc/english/intstud.html Learning Centre Aleksandria http://www.helsinki.fi/kirjasto/en/library-locations/aleksandria/ Student Cafeterias https://university.helsinki.fi/en/studying/new-students/costs-and-finance#meal-discounts Student Health Care https://university.helsinki.fi/en/studying/new-students/costs-and-finance#student-health-care Student Union http://hyy.helsinki.fi/en Unisport https://unisport.fi/
Information for accepted students	
Residence permit	<ul style="list-style-type: none"> 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 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. 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.
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 (€101 for academic year and ca €50 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 https://www.helsinki.fi/en/studying/new-students/orientation-and-welcome-fair New Students Website https://www.helsinki.fi/en/studying/new-students Welcome to UH Blog http://blogs.helsinki.fi/welcometouh/ Join us in Facebook https://www.facebook.com/newstudentsuh Welcome Guide https://www.helsinki.fi/en/studying/new-students/before-arrival#section-345 The Uni Arrival Advisor is an electronic service that will guide you through the steps you need to take on your path to the University of Helsinki. Through the service you will get a checklist that guides you through the process of arriving in Finland and settling in: https://uniarrival.helsinki.fi/app/index.html#/
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