



Turun yliopisto
University of Turku

Guide for Exchange Students 2016-2017



www.utu.fi

Publisher: International Office,
University of Turku

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Map: Mika Orjala

Campus map: Antti Tarponen /
University Communications

Painosalama, Turku 2016

Volume 600

ISSN 1796-752X

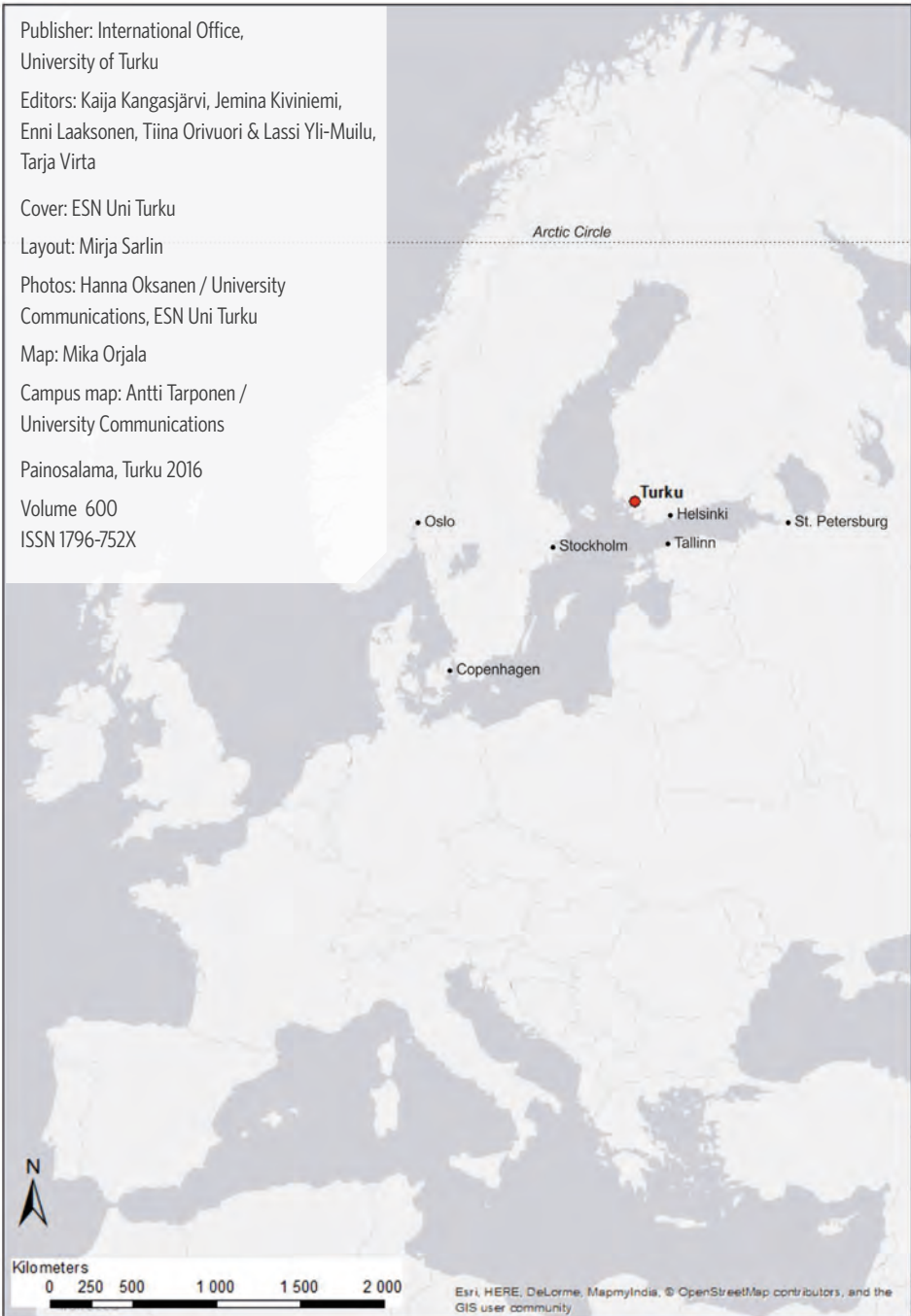


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WELCOME TO TURKU!

Facts of Finland

Capital city	Helsinki
Official languages	Finnish and Swedish, Sami in the North (English is spoken widely)
Government	Parliamentary Democracy
Inhabitants	5.4 million
Currency	Euro (€)
Total area	338,424 sq. km
Distance from north to south	1,140 km
Distance from west to east	528 km
Average temperature	in July +16.6 C° in February -6.2 C°

How to travel to Turku?

Turku is situated about 160 km west of Helsinki. It can be reached by train, bus, ferry or plane.

- There is a small airport about 8 km from the city centre so you can fly directly to Turku – usually taking a connecting flight from Helsinki, Stockholm or Riga. The bus line number 1 operates between the airport and city centre. Check www.foli.fi/e for public transportation in the Turku region.
- Bus service from the Helsinki airport is frequent. Check the Internet for timetables and fares – there are several bus companies available.
- There are also trains from Helsinki to Turku. Check www.vr.fi/e for further information.
- Turku can be reached by ferry from Stockholm, Sweden. The ferry lines are called Silja Line and Viking Line and the trip takes either one day or one night.



Discover Turku

- Climb on the hills surrounding the city; find an open-air theatre, an outdoor swimming pool, an old observatory, an art museum and much more.
- Cross the river by “Föri” - the city ferry.
- Go to Ruissalo, an island only a few kilometres from the city centre but filled with ancient oak forests, old villas and spots to just gaze at the sea.
- Find the phrase “Omnia vincit amor” on an old house.
- Go to play in Kupittaa park; you can find football fields, a velodrome, a Finnish baseball field and a bowling alley.
- Spot students wearing overalls of every colour - the colour represents the subject the student is majoring in.



FACULTIES AT THE UNIVERSITY OF TURKU

The University of Turku has seven faculties. In each faculty, several disciplines offer non-degree programmes or individual modules taught in English. In total, at least 300 courses are offered in English every year by different disciplines.

FACULTY OF HUMANITIES

- School of History, Culture and Arts Studies
- School of Languages and Translation Studies

FACULTY OF MATHEMATICS AND NATURAL SCIENCES

- Department of Biochemistry
- Department of Biology
- Department of Chemistry
- Department of Geography and Geology
- Department of Information Technology
- Department of Mathematics and Statistics
- Department of Physics and Astronomy
- Centre for Environmental Research

FACULTY OF MEDICINE

- Institute of Biomedicine
- Institute of Dentistry
- Department of Nursing Science
- Department of Clinical Medicine

FACULTY OF LAW

FACULTY OF SOCIAL SCIENCES

- Department of Behavioural Sciences and Philosophy
- Department of Social Research
- Department of Political Science and Contemporary History

FACULTY OF EDUCATION

- Department of Education, Turku
- Department of Teacher Education, Turku
- Department of Teacher Education, Rauma

TURKU SCHOOL OF ECONOMICS

- Department of Management and Entrepreneurship
- Department of Accounting and Finance
- Department of Marketing and International Business
- Department of Economics
- University Consortium of Pori



For the complete selection of courses for exchange students please see:

www.utu.fi/exchange → *Learning Agreement and Studies*

→ *Programmes and Courses in English*





STUDYING AT THE UNIVERSITY OF TURKU

University Studies in Finland

The Finnish national higher education degree structure is mainly based on a three-cycle model: Bachelor's degree, Master's degree and Doctoral/PhD degree.

Most degree students are accepted directly into Master's studies and finish with a Master's degree after 5–6 years of studying. The degrees usually consist of studies in one main subject and one or more minor subjects. Bachelor level studies usually consist of Basic and Intermediate level studies while the Master's level includes Advanced studies.

Course Information

You find information on courses online

- on www.utu.fi/e-change-courses
- on Study Guide <https://nettiopsu.utu.fi/pas>
- on Teaching Schedules <https://nettiopsu.utu.fi/pas/opetusohjelma>

Exchange students can select courses quite freely from different faculties. Most courses require some previous studies in the field. How-

ever, the Turku School of Economics and Faculties of Law and Medicine do not offer courses to students from other faculties.

Courses from Åbo Akademi University

Åbo Akademi University (ÅAU) is a university providing education in Swedish. ÅAU's campus is located next to University of Turku, within a short walking distance. Cooperation with ÅAU gives exchange students an opportunity to take some of their courses at ÅAU. You can find more information on www.utu.fi/e-change → *Learning Agreement and Studies* → *Studies at Åbo Akademi University*

Course Registration

The registration for courses varies between faculties, departments and courses. Having the course in your Learning Agreement does not guarantee that you have a place in it; separate registration is often required. You need to find out in the course description or from the Departmental Coordinators/teachers how to register to the courses you have selected.

ACADEMIC YEAR 2016—2017

AUTUMN SEMESTER 2016:
September — December
Orientation 24.—26.8.2016

SPRING SEMESTER 2017:
January — May
Orientation 4.—5.1.2017

Types of registration:

- Attending the first lecture
- Online registration in the system “NettiOpsu”
- Writing an e-mail to the teacher (especially essays and book exams).

Online registration is required especially for the courses in Turku Law School and at Turku School of Economics, and it is widely used in other faculties as well. Please note that there are certain registration periods which vary between faculties and courses. Usually registrations end before the teaching starts so make sure you arrive to Turku before that.

NettiOpsu - a Virtual Study Register

NettiOpsu is an online system for many study related functions such as

- course and exam registration
- personal study register with grades
- personal data
- link to Study Guide

You can access NettiOpsu only after getting UTU’s IT user account by personally visiting one of our IT helpdesks.

Modes of Study

In addition to lectures, seminars and group work there are some common modes of study which may be more unfamiliar to you: “Book exams” mean that you read a book/books and sit an exam answering questions about them. Essays consist of studying materials and writing a paper on a topic based on them. Some fields of study have a lot of lab courses and exercises done individually or in a small group.

Examinations

Most courses are assessed by a written examination at the end of the course. Essays or other exercises written during the course may also be a part of the assessment.

You have always three attempts at an exam. Courses have usually one set exam date and then you can try again twice on the faculty’s general examination dates. For book exams you can usually choose quite freely which general exam date you prefer. Many faculties and departments offer also a possibility to take electronic exams in special e-exam rooms. The time of the e-exam can be chosen quite freely, according to student’s and teacher’s wishes.

Credit and Grading System

- 1 credit = 1 opintopiste (op) = 1 ECTS credit = 27 hours of work
- 60 credits = workload of one academic year, 30 credits = workload of one semester
- Course assessment usually includes lectures, course participation, essay writing, and/or a written examination.
- Examinations are usually based on lecture notes as well as the required reading indicated in the reading list for the course.
- Some courses are graded on a pass/fail basis only.
- Exams and assignments are assessed according to the following scale:

Finnish Grading Scale	Qualitative Definition	ECTS Grades	US Grades
5	Excellent	A	A+
4	Very Good	B	A
3	Good	C	B
2	Satisfactory	D	C
1	Sufficient	E	D
0	Fail	F/FX	xF

Learning Agreement

Learning Agreement is an important document for the recognition of studies at your home university and you need to keep it up-to-date.

- A signed Learning Agreement approves the courses you wish to take.
- However, it is not a registration and does not guarantee a place on the course.
- In many cases you have to register to the courses separately to secure your place.

When you are in Turku you can make changes to your Learning Agreement. Usually this is done during the first month of the exchange. Just fill in (your home university's own) Learning Agreement form with the changes and send or bring it to the International Office.

Transcript of Records

Transcript of Records lists all the results for completed study units. Incomplete or failed

courses will not be registered or shown in the transcript. You can check and print your unofficial Transcript in NettiOpsu.

The official final Transcript of Records will be sent to you or to your home university after you have left home. In order to receive the final Transcript of Records, you must leave a filled student Departure Form at the International Office.

Questions about courses or course registration? Contact teachers or departmental contact persons: <https://apps.utu.fi/apply/contacts/>

Cheating and plagiarism in exams and course work are always taken seriously and reported to the student's home university!





STUDENT SUPPORT SERVICES

Before & Upon Arrival

At the University of Turku there is a Student Union (TYY). The role of TYY is to represent its members, advance the position of students, and provide them with services. The membership of TYY is voluntary (but highly recommendable) for Bachelor and Master level exchange students.

As a member of the Student Union, you are entitled to a variety of benefits such as

- basic health care at the Finnish Student Health Service (FSHS)
- student priced lunches at all the student cafeterias in Finland
- 45 % – 55 % discount on long distance buses and trains
- free of charge consultation with a lawyer
- a variety of other discounts in museums, sports arenas and several shops and restaurants.

NB! Doctoral level exchange students can also join the Student Union but their benefits are very limited. Please see <http://www.tyy.fi/en/students/student-card/doctoral-candidates> for detailed information.

The Student Union functions as an umbrella organisation for many student clubs: faculty or subject-specific organisations, political and religious organisations, student nations and cultural organisations.

One of the TYY sub-organisations is ESN Uni Turku, a section of the Erasmus Student Network, which organises cultural happenings, sports activities, excursions, parties and other events that are mainly aimed at exchange students but are open to all students. For more information, please visit www.esnuniturku.fi

For more information about the Student Union visit www.tyy.fi/e

Joining TYY and Getting a Student Card

In order to join TYY and get the student benefits you need to pay the Student Union membership fee. You will receive an email with instructions on how to pay it about a month before your exchange starts.

After paying the fee you can order a student card which entitles you to receive the Student

Questions?

Contact the International Office: incoming@utu.fi
or Student Union: tyy-kvsihteeri@utu.fi

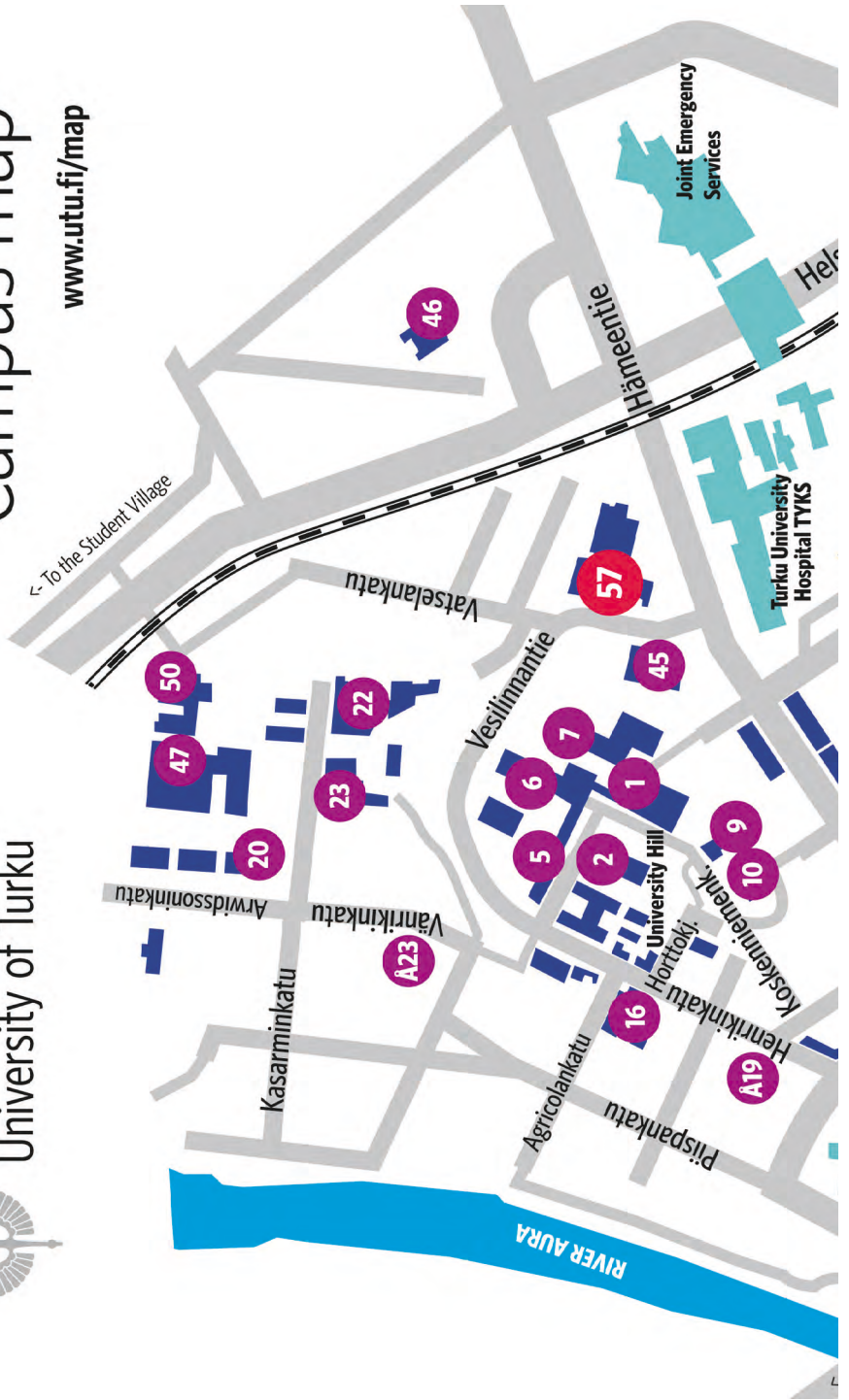


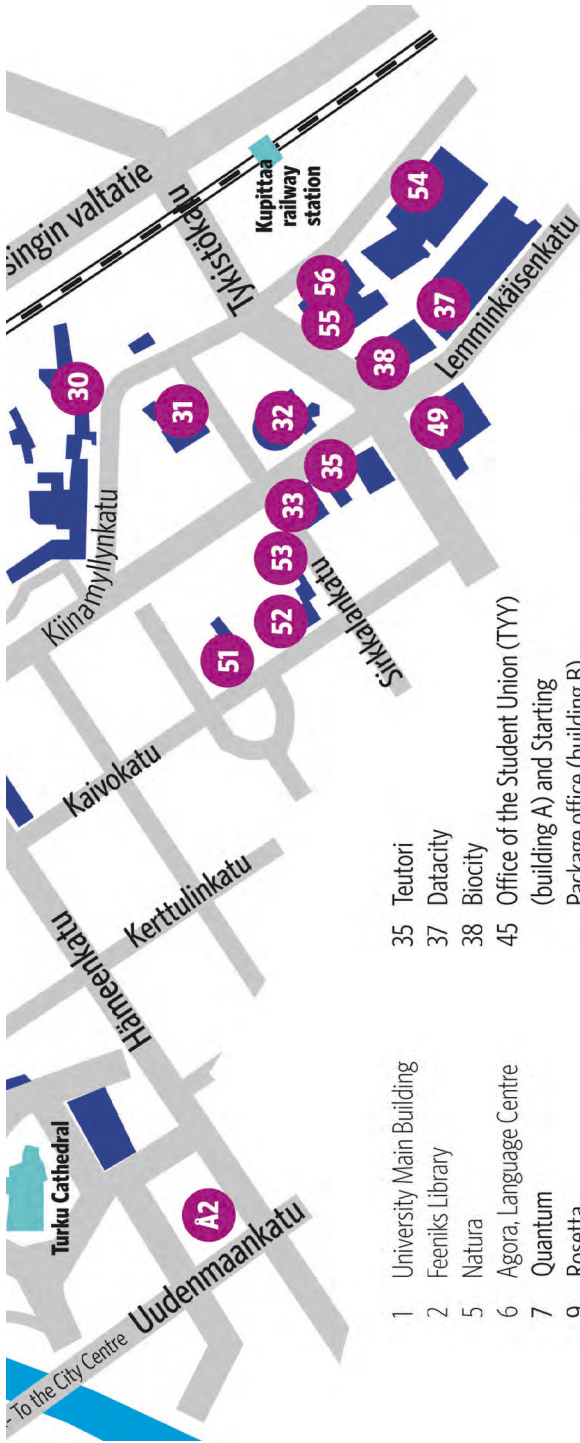


Turun yliopisto
University of Turku

Campus map

www.utu.fi/map





- 1 University Main Building
- 2 Feeniks Library
- 5 Natura
- 6 Agora, Language Centre
- 7 Quantum
- 9 Rosetta
- 10 Signum
- 16 Fennicum
- 20 Centre for East Asian Studies
- 22 Arcanum
- 23 Calonia
- 30 Medisiina
- 31 Mikro
- 32 Dentalia
- 33 Sanitas

- 35 Teutori
- 37 Datacity
- 38 Biocity
- 45 Office of the Student Union (TYU) (building A) and Starting Package office (building B)
- 46 Finnish Student Health Services (YTHS)
- 47 Educarium
- 49 Pharmacy
- 50 Publicum
- 51 Historicum
- 52 Minerva
- 53 Artium
- 54 ICT Building

- 55 Electrocitiy
- 56 Eurocity
- 57 Turku School of Economics, **International Office**
- Å2 Gripen, Åbo Akademi
- University's Student Office
- Å19 Career Services
- Å23 Asa-huset

COMMENTS FROM EXCHANGE STUDENTS

In addition to the warm welcome that I received from the International Office's staff, I was cooled and relaxed as they helped me with each and every thing that I was supposed to do here in Turku.

A nice laid back university with good facilities and well organised teaching.

All the teachers were welcoming and willing to help students, even via e-mail.

Tutor system is an amazing idea and it was really helpful too to have one assigned person who you can ask all your silly questions about Finland and the University of Turku. Also, it was a big help during the first days.

Turku and Finland is a beautiful place to stay and study - friendly people and pleasing environment. I had such wonderful and memorable time!

Staff at the international office, student organisations as well as student tutors have always been helpful and kind.

I really enjoyed my stay here. i have learnt a lot and I certainly gained many fresh perspectives on the educational matters. I do not regret my choice Of University of Turku because I think that this is a place where one can learn from the well-educated teachers who are always there to support you.

I gained a very meaningful, valuable and positive experience at the University of Turku. Kiitos paljon!

Union membership benefits. The card can be ordered and paid online at <https://myfrank.fi/en>. You need to have your Finnish student number (included in the instruction email), a digital photo and a valid credit card (Master Card or VISA) for ordering the card.

Processing the card order takes several weeks and you can pick up the card at TYY's office when you are in Turku. You won't get any confirmation email about the order but you will get a link where you can check the status of your card delivery.

Student Health Care

The Finnish Student Health Service (FSHS/ YTHS in Finnish) provides basic health care at a low cost for the members of the Student Union. Consultations with a general practitioner and laboratory tests are free of charge. A small fee is charged for consultations with specialists and for dental treatment.

It is highly recommended that you have personal health insurance for several reasons:

- FSHS is open from Monday to Friday during the office hours only.
- At other times you must rely on municipal or private health care facilities at your own expense.
- FSHS does NOT cover emergency or hospital treatment or other treatments exceeding basic health care.

Remember to join the Student Union and order the student card!

For more information, please refer to www.fshs.fi

In urgent, genuine cases of emergency, the official emergency number is 112.

For the EU/EEA citizens please apply the European Health Insurance Card before arriving to Finland.

Student Tutors

You are assigned a personal student tutor about a month before your arrival to Turku. You will get each other's contact information by email so that you can keep in touch and get to know each other even before your exchange begins. The tutor will also meet you upon your arrival at the airport, bus station or train station in Turku (if possible). Therefore, it is important that you let him/her know about your arrival details.

A student tutor is a Finnish student interested in foreign cultures and languages. The tutor has volunteered to help you with the practical matters and guide you through the student life in Turku. Each tutor has 3–5 exchange students.

Want to meet Finns? Join your own subject organisation and their activities!

<http://www.tyu.fi/en/sub-organisations>

Orientation

Orientation is arranged at the end of August and in the beginning of January and all exchange students are required take part in it. You can find the programme of the Orientation on the Internet before the semester starts.

The Orientation gives you information on

- course registration and studies in general
- IT and library services
- academic culture and practicalities
- student life and free time activities

During the Exchange

IT Services

All students have access to the university computing services with no additional cost. You need a personal user account in order to have access to the IT resources at the university. After registering to the university you can activate your user account at one of our IT Helpdesks by showing your ID. With the user account you have access to

- your email at UTU
- computer rooms of the university and wireless networks
- Intranet

- NettiOpsu (course and exam registrations, transcripts, your personal information...)
- Moodle – learning environment
- e-exams

Wireless networks enable access to the Internet around campus. The university offers computer labs for study and study related matters. Computer labs are open 24/7 and a magnetic key is required for access. The key costs € 15; you receive € 10 back when returning the key.

More information can be found at www.utu.fi/it-services

Library Facilities

Turku University Library consists of six discipline-specific libraries plus library services in Pori and Rauma. Most of the university library services are free of charge. However, if books are not returned by due date, a fine will be charged. You can get a library card in any of the university's libraries by showing your ID and giving your address in Finland.

Libraries offer you

- course books and other materials for borrowing and reading in libraries
- papers and journals for reading
- electronic resources, online dictionaries and online search engines
- reading rooms and spaces for group work
- help for finding the required information



Language Courses

University's Language Centre offers all students a variety of language courses and other activities. Please note that even though many courses are open for all exchange students regardless of their home faculty, Turku School of Economics has its own language courses for Business students.

- Finnish courses
- Courses in other languages
- Language Circles (for native and non-native speakers to meet up – no credits can be earned but participants receive a certificate of their participation)
- Language and Culture Tandem (practice your Finnish with a native speaker)
- Language Partner (learn a language with others on your free time)
- Language Tutors (work as a tutor in courses or in the self-study room)

For more information please visit www.utu.fi/en/units/language-centre/

Sport Facilities

University Sports provides the university community with versatile sports services focusing on fitness and health. By paying a small fee you can use most sports services. University Sports offer:

- instructed exercise classes and courses
- weight room
- open training times
- personal training and sports tutors
- possibility to join teams and tournaments

You can find out more at www.utu.fi/en/studying → *Information and Services for Accepted Students* → *University Sports*

Practical and Academic Counselling

Practical counselling for exchange students is available through the faculties and at the International Office.

Academic counselling is available at the departments.

You can find the contact information at www.utu.fi/exchange → *Contact Information*





LIVING IN TURKU

Residence Permit

Non EU/EEA citizens

If you are not an EU/EEA citizen you must obtain a residence permit from the nearest Finnish embassy or consulate in your home country. You can apply online but a visit to the embassy/consulate is needed for the biometrical identification. For obtaining a residence permit you are required to have valid health insurance and to be able to prove that you have at your disposal at least 560 € a month.

For further information, please contact your nearest Finnish Embassy or Consulate or the Finnish Immigration Service at www.migri.fi

EU/EEA and Nordic Citizens

If you are an EU citizen or a citizen of Iceland, Liechtenstein or Switzerland you do not need a residence permit but you can register the right to reside in Finland if your stay lasts longer than three months. The right to reside can be obtained from the local Police Station in Raisio.

If you are a citizen of the Nordic countries (Sweden, Norway, Denmark and Iceland) you do not need a visa or a residence permit for studies in Finland. However, if your stay exceeds six months you must register their right to reside in Finland at the local Register Office in Turku.

Finnish National Identity Number

All exchange students staying in Finland more than three months are required to obtain a Finnish Identity Number (*henkilötunnus*). It will make your life easier in Finland and it is required e.g. for opening a bank account. The code is also needed for statistical purposes.

If you don't have a Finnish identity number when you arrive in Finland you have to visit the local Register Office during the first three months of your stay. Ask to be registered in the Finnish Population Information System – this means that you get your identity number and your postal address in Turku is registered. It is recommended to reserve an appointment by phone or online at <http://www.maistraatti.fi/en/>

When you have the Identity Number please scan the decision paper you got and send it to registration@utu.fi. Please see more detailed instructions at www.utu.fi/en/tudying → *Information and Services for Accepted Students* → *Obtaining a Finnish Identity Number*.

Health Insurance

It is always advisable to take personal health insurance.

EU/EEA citizens who have a European Health Insurance Card are entitled to municipal health care at the same prices as Finnish citizens. However, the health care is not completely free of charge and the fees depend on the treatments.

For the residence permit non-EU/EEA citizens are required to have valid health insurance which covers the costs of medical care (up to € 100,000). Health insurance is required when the student exchange lasts for more than three months but less than two years. For more information please visit the Finnish Immigration Service at www.migri.fi

Marsh Student Insurance Program (SIP)

The Marsh Student Insurance Program offers international students voluntary life insurance and householder's comprehensive insurance. SIP offers two separate programs, SIP Integral (for students with no access to FSHS or other) and SIP Compliment (for students with access to FSHS or other). For more information about SIP visit www.marsh.be/SIP.

Questions about the residence permit or insurance requirements?
Please visit www.migri.fi

Student Housing

You must take care of finding a place to stay during your exchange yourself. **University of Turku cannot guarantee or arrange housing for the exchange students.** However, we have negotiated with some companies in order to provide housing options for you.

Turku Student Village Foundation (TYS)

TYS has apartments and shared apartments reserved for the exchange students of University of Turku. All the apartments are furnished and the rent starts from 280 €/month (including water, electricity and internet). In addition, TYS requires a 60 € office fee and a deposit. Please see more information about the apartments and application process at www.tys.fi.

Retrodorm

The City of Turku rents apartments for exchange students of University of Turku in the Luolavuori area. There are small single room apartments with shared showers and a kitchen area. All apartments are furnished and the rent is 280€/month (including water, electricity and internet). More information about the Retrodorm housing and for the application form visit www.retrodorm.fi.

TVT

TVT-Asunnot is a real-estate company owned by the City of Turku. They have shared and furnished apartments including own bedroom and shared kitchen, living room and bathroom. The average area of an apartment is 77 square meters. The rent is 400€/month, including water, electricity and furniture (deposit 500€). More information about the TVT housing and for the application form please visit www.tvtasunnot.fi/tudents.

In Pori and Rauma

Your contact person in Pori or Rauma will give you more information about housing. For Pori see www.ucpori.fi/en/commmodation.

Money and Banks

In Finland most of the invoices (e.g. your rent) can be only paid with bank transfer. Opening a bank account in Finland is free but sometimes a bit complicated.

- For students coming from EU/EAA countries we recommend arranging online banking possibility, so that you are able to make money transfers using your account in your home country.
- If you get a scholarship from the University of Turku, you have to open a Finnish bank account.

LIVING COSTS

You will need at least about 600 € per month for living in Finland.

This amount covers only the most necessary costs and does not include leisure activities.

More information at www.utu.fi/en/studying → *Information and Services for Accepted Students* → *living costs*.

Please note that finding a part-time job in Turku and in Finland is difficult.





CHECKLIST

Remember these before coming to Turku:

- Apply for housing. You should apply at least six weeks before arrival.
- If you are a non-EU/EEA citizen, apply for a residence permit well in advance.
- Get a health insurance for your exchange period.
- Book your travel tickets. You should arrive in time for the Orientation.
- Contact your personal student tutor.
- Make preparations for money transfers or check that your online bank works in Finland.
- Pay the Student Union fee (voluntary but recommended) and apply for the Finnish student card.

and when you are in Turku:

- Register for the university at the International Office.
- Get your IT user account by visiting one of the university's IT helpdesks.
- Take part in the Orientation for exchange students.
- Sign your lease at the housing office.
- Open a bank account, if you have been granted a scholarship by UTU.
- Register at the Register Office during the first three months of your stay in Turku to get a Finnish Identity Number.
- Send the Identity Code to registration@utu.fi.
- Fill in a "change of an address" notification at a post office.



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Faculty of Medicine

Faculty of Law

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