



## Information sheet for Partners and Exchange students

(updated 5.4.2017)

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<b>Erasmus Code</b>	SF TURKU02	

### Contact persons

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**Erasmus + Institutional Coordinator**  
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**NORDPLUS**  
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### Academic Calendar

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Semester 1 (autumn): End of August–Christmas

Semester 2 (spring): January–May

## Nomination Deadline for coordinators

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<b>Nomination deadlines</b>	Autumn Semester (and full year):	15 April
	Spring Semester:	1 October

Nominations should include student's complete name, student's e-mail address and duration of exchange and choice of campus (Åbo or Vasa).

## Application Deadline for students

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<b>Deadline for Applications</b>	Autumn Semester (or full year)	30 April
	Spring Semester	15 October

**Nomination** The partner university nominates students for the upcoming exchange semester or year. Nominations are preferably sent by email to [exchange@abo.fi](mailto:exchange@abo.fi).

## Application Procedure

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<b>Nomination</b>	The partner university nominates students for the upcoming exchange semester or year. Nominations are preferably sent by email to <a href="mailto:exchange@abo.fi">exchange@abo.fi</a> .
<b>Online application</b>	<ol style="list-style-type: none"><li>1. Students will receive an email with a link to the online application form, after being nominated by their home university.</li><li>2. Students are asked to complete the online application and upload the following documents:<ul style="list-style-type: none"><li>• Learning Agreement/Study Plan</li><li>• Certificate of English proficiency. We expect from all our incoming non-native English speaking exchange students that their level of English is good, corresponding to:<ul style="list-style-type: none"><li>○ B2 in CEFR Common European Framework of Reference for Languages, issued by the home university's language center (or similar). OLS results cannot be used;</li><li>○ or, min. 78 points in TOEFL iBT, 540 TOEFL PBT</li><li>○ or, 6,0 in IELTS</li></ul></li><li>• A copy of the passport (or European National identity card)</li><li>• An official transcript of records in English listing all courses taken so far.</li></ul></li></ol>
<b>Learning Agreement</b>	The Learning agreement/study plan has to be plan that has to be uploaded in the online application is available at <a href="http://web.abo.fi/fa/ie/forms/studyplan.pdf">http://web.abo.fi/fa/ie/forms/studyplan.pdf</a> . If a student's home university requires a Learning Agreement signed by Åbo Akademi University before the beginning of the exchange, please attach the Learning Agreement to the electronic application form. Students who are required to hand in a Learning Agreement to the home university after having started the exchange at Åbo Akademi University, should bring it with them and have it signed at Åbo Akademi University after arrival.

## Academic Information

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### Credit System

Each semester at Åbo Akademi University is divided into two study periods. One credit at Åbo Akademi University corresponds to one ECTS. Full-time studies correspond to 30 credits per semester. Åbo Akademi University expects exchange students to study full time. Please note that some courses use other forms of examination than written exams and run over more than one study period.

### Courses/Programmes

Information about courses and programmes in Swedish and English are available online at:

<http://www.abo.fi/student/en/courses>

### Schedule

The schedule for the autumn semester will be published in the middle of August and the schedule for the spring semester will be published in the beginning of December. Please check the course schedules so that there are no clashes between the courses. If you have courses which clash you can change your courses after you have arrived at Åbo Akademi University. The schedules can be found via the following link

<http://www.abo.fi/student/en/courses>

### Language Proficiency

We expect from all our incoming who are not native speakers of English exchange students that their level of English is good (corresponding to at least B2 in CEFR, Common European Framework of Reference for Languages, min. 78 points in TOEFL, or 6,0 in IELTS).

### Support Program

Arrival days  
Orientation days (compulsory)  
Tutor system

### Grading Scales

ECTS grades	Åbo Akademi University grades
A	5 (Excellent)
B	4 (Very good)
C	3 (Good)
D	2 (Satisfactory)
E	1 (Sufficient)

### Academic Transcript

Åbo Akademi University will issue transcripts twice a year, in July and in February. Exchange students request a transcript at the end of their stay at:

<https://survey.abo.fi/lomakkeet/5350/lomake.html>

One transcript will be sent to the student and a scanned copy is sent to the home university.

## Master's Thesis / Project

Exchange students are recommended to take courses while studying at Åbo Akademi University. The possibilities of doing a project work or writing a Master's thesis at Åbo Akademi University are limited and depend on the department. Students who have the intention of doing project work or write a Master's thesis should establish contact with a supervisor at Åbo Akademi University before arrival by contacting the department directly. In order to contact the right department, one needs to have decided the subject/field of the thesis or project. Also, when contacting a potential supervisor, please include a description of the project and information about the number of credits it should contain as well as a brief background of your previous academic work.

## Accommodation

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### Accommodation

Åbo/Turku is a popular city to study in and there is a very high demand for student housing. Finding appropriate accommodation may be difficult, especially in the autumn semester.

[www.tys.fi](http://www.tys.fi)

[www.retrodorm.fi](http://www.retrodorm.fi)

[www.tvtasunnot.fi/students](http://www.tvtasunnot.fi/students)

[www.forenom.fi/en-us/frontpage/students](http://www.forenom.fi/en-us/frontpage/students)

At the Vasa campus the incoming exchange students stay in student apartments.

<http://studiebostader.fi>

Information on how to apply for student rooms will be sent by email in the Welcome letter that all accepted students get.

## Arrival and Enrolment

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### Enrolment

The exact date and time for exchange students' reception and enrolment at Åbo Akademi University will be communicated in the Welcome letter.

### Orientation course

Åbo Akademi University welcomes incoming exchange students with a **compulsory Orientation course**. More information can be found at <http://www.abo.fi/student/en/orient>

## Estimated Costs of Living (in €)

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<b>Accommodation</b>	Student housing:	282-429 € per month
	Private housing:	350-550 € per month
<b>Food/Meals</b>		250-300 € per month
<b>Local transportation</b>		30 € per month
<b>Personal Expenses</b> (Clothes, leisure, etc.)		100-200 € per month (depending on individual needs)
<b>Student Union Fee</b>		Approx. 53 € per semester

## Accessibility

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### Accessibility

Wherever possible, Åbo Akademi University strives to provide reasonable accommodations in order to meet the needs of students with disabilities. Applicants with special needs who require special arrangements can contact the International Office ([exchange@abo.fi](mailto:exchange@abo.fi)) to discuss the issue and get further information.

## Visa requirements and residence permits

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### Entry regulations

Citizens of the Nordic countries, the European Union, Lichtenstein and Switzerland do not need to apply for a residence permit before arrival.

Citizens from countries outside of the EU need a residence permit already when entering Finland. The application for a residence permit can be made online at [http://www.migri.fi/studying\\_in\\_finland](http://www.migri.fi/studying_in_finland)

The application should be submitted as early as possible, preferably immediately after receiving the letter of admission. The fee is 300 € (electronic application).

The following appendices are obligatory;

- acceptance letter issued by Åbo Akademi university
- documentation of a comprehensive health insurance for the entire study period. Your health insurance must cover the cost of medical treatment up to 100,000 EUR.
- documentation of sufficient funds to cover the expenses for the study period in Finland. If your studies last less than a year, you are required to have 560 EUR for each month you intend to stay in Finland. Your livelihood has to be secured wither with a deposit in your own bank account (bank statement) or with an official certificate of a grant/scholarship (by a government, an organization or and educational institution)
- a copy of the passport

## Health Insurance

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### Exchange Student Insurance

Citizens of a Nordic country, an EU/EEA country, Switzerland, or another country that has a convention regarding medical benefits, must bring an European health insurance card or similar from their home country for the insurance to apply.

Students from outside the EU must have private insurance which covers the cost of medical treatment up to 100 000 €. Åbo Akademi University has partnered with the Student Insurance Package (SIP) provider MARSH. For futher information please see

<http://www.sipinsurance.eu/>

## Bank Account

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**Credit Cards** All major credit cards (VISA, MasterCard etc.) are accepted widely in Finland.

**Finnish Bank Account** Due to the new European banking rules, it is rather difficult for exchange students to open a bank account. Banks need to determine the student's need for an account as well as the trustworthiness of the client. In order to fulfill the requirements students are advised to bring a statement from their home bank.

## Miscellaneous

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**Student Union** Exchange students have the right to join the Student Union of Åbo Akademi university. The membership entitles students to health care, a student card, meals at reduced prices at university cafeterias, reductions on train and bus tickets, legal advice and it will also enable you to take part in the activities of the student union. More information can be found at <http://www.studentkaren.fi/>.

**Transportation** Information and timetables for buses in the Åbo area can be found on <http://www.foli.fi/en>. As the student accommodation at the Vasa campus are in, or close to, the city centre, students rarely need to use buses.

**Tourist Guides**  
Åbo: <http://www.turku.fi/>  
Vasa: <http://vaasaregion.fi/>

**More information for incoming exchange students can be found here:**

<http://www.abo.fi/exchange>