Study in Lapland
Guidebook for International Students 2010–2011
# CONTENT OF THE GUIDEBOOK

1 WELCOME TO ROVANIEMI.................................................................................................. 2

2 FINNISH HIGHER EDUCATION SYSTEM ............................................................................. 4

3 ROVANIEMI UNIVERSITY OF APPLIED SCIENCES (RAMK).................................................. 5
   3.1 Rovaniemi University of Applied Sciences contact information .................................. 6
   3.2 Bachelor and master degree programmes, specialisation and exchange studies at Rovaniemi University of Applied Sciences .......................................................... 8
   3.3 Rovaniemi University of Applied Sciences’ programmes for international students .......... 9
   3.4 Studying at Rovaniemi University of Applied Sciences ............................................... 11
   3.5 Important academic information ..................................................................................... 13

4 UNIVERSITY OF LAPLAND .................................................................................................. 16
   4.1 University of Lapland contact information ..................................................................... 17
   4.2 Faculties and Major Subject Fields ................................................................................ 18
   4.3 University of Lapland programmes for international students .................................... 18
   4.4 System of Study ............................................................................................................ 20
   4.5 Important academic information ..................................................................................... 23
   4.6 Student Union of University of Lapland (LYY) ............................................................. 26

5 WHAT DO YOU NEED TO TAKE CARE OF BEFORE ARRIVING TO FINLAND? .......................................................... 27
   5.1 Residence permit ........................................................................................................... 27
   5.2 Insurance .................................................................................................................... 30
   5.3 Accommodation ......................................................................................................... 31

6 ARRIVAL AND FIRST WEEKS .......................................................................................... 34
   6.1 Arrival to Finland and Rovaniemi .................................................................................. 34
   6.2 Arrival’s checklist ....................................................................................................... 36

7 GOOD TO KNOW ABOUT STUDYING AND LIVING IN FINLAND AND ROVANIEMI .......................................................... 37
   7.1 Finland, Lapland and Rovaniemi .................................................................................... 37
   7.2 Student life and services in RAMK and ULapland ....................................................... 39
   7.3 Notification of move and registration of foreigners ....................................................... 42
   7.4 Cost of living, money and financial support for students ........................................... 43
   7.5 Working in Finland .................................................................................................... 44
   7.6 Weather and clothing .............................................................................................. 45

8 SURVIVAL FINNISH......................................................................................................... 46

9 WEB LINKS ....................................................................................................................... 47
WELCOME TO ROVANIEMI!

Rovaniemi is a home city for two higher education institutions: University of Lapland (ULapland) and Rovaniemi University of Applied Sciences (RAMK). Both higher education institutions are part of the Lapland Higher Education Consortium which consists also Kemi-Tornio University of Applied Sciences. Kemi-Tornio University of Applied Sciences is located a little bit south from Rovaniemi in two cities called Kemi and Tornio.

This guidebook is designed for international students who have been accepted to study either at Rovaniemi University of Applied Sciences or University of Lapland. We would like to extend our warm welcome to you to study in Rovaniemi and we wish this guidebook will help you with the process of becoming an international student.

The guidebook includes general and academic information about both higher education institutions. It is very important that you carefully read through the right chapter and sections (*) from this guidebook so you know all the necessary practicalities and contact information of the right institution. The guidebook contains important information which you need to know before you leave your home country and after you have arrived in Rovaniemi. Practical advice and information about the studying and living in Rovaniemi is placed at the end of the guidebook. This information helps you to get started in a new place.

We recommend that you read this guidebook through (*) carefully and also familiarise yourself with other information which institutions may have sent to you. Please, notice that you can find more information about University of Lapland from the Internet: www.ulapland.fi/english and about Rovaniemi University of Applied Sciences at www.ramk.fi/in English.

We hope your stay in Rovaniemi will be enjoyable!

Best regards,
Rovaniemi University of Applied Sciences and University of Lapland
**NEW INTERNATIONAL STUDENTS**

<table>
<thead>
<tr>
<th>Rovaniemi University of Applied Sciences</th>
<th>University of Lapland</th>
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<tr>
<td>Chapter 3</td>
<td>Chapter 4</td>
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<tr>
<td>- Degree Programme students</td>
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<td>- International Project Management students</td>
<td>- Exchange students</td>
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<td>- Exchange students</td>
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**Studying and living in Rovaniemi**

(*)Guidebook includes specific information which is different for ULapland’s and RAMK’s students and further different for degree students and exchange students. Information at the end of the guidebook is general and for all new international students. Please read carefully right sections!
2 FINNISH HIGHER EDUCATION SYSTEM

The Finnish higher education system consists of two complementary sectors: universities of applied sciences and universities. The mission of the universities is to conduct scientific research and provide instruction and postgraduate education based on it. Universities of applied sciences train professionals in response to labour market needs and conduct R&D which supports instruction and promotes regional development in particular.

The system of personal study plans will facilitate the planning of studies and the monitoring of progress in studies and support student guidance and counseling.

University of Applied Sciences
Degree studies in university of applied sciences give a higher education qualification and practical professional skills. They comprise core and professional studies, elective studies and a final thesis. All degree studies include practical on-the-job learning. There are no tuition fees in degree education.

The extent of university of applied sciences degree studies is generally 210–240 study points (ECTS), which means 3.5 - 4 years of full-time study. This education is arranged as degree programmes.

University
At universities students can study for lower (Bachelor) and higher (Master) degrees and scientific or artistic postgraduate degrees, which are the licentiate and the doctorate. It is also possible to study specialist postgraduate degrees in the medical fields.

In the two-cycle degree system students first complete the Bachelor's degree, after which they may go for the higher, Master's degree. As a rule, students are admitted to study for the higher degree. Universities also arrange separate Master's programmes with separate student selection, to which the entry requirement is a Bachelor's level degree or corresponding studies. Studies are quantified as credits (ECTS). One year of full-time study corresponds to 60 credits. The extent of the Bachelor's level degree is 180 credits and takes three years. The Master's degree is 120 credits, which means two years of full-time study on top of the lower degree.

Source: Ministry of Education, Finland
www.minedu.fi
3 ROVANIEMI UNIVERSITY OF APPLIED SCIENCES (RAMK)
   - The North Leads the Way

RAMK is the northernmost University of Applied Sciences in Finland and in the European Union. Our institution is located in the town of Rovaniemi on the Arctic Circle in Lapland Province in Finland. RAMK offers a modern and international learning environment with good services for students. RAMK has about 3000 students who graduate with versatile language skills and capacity to meet the challenges in a changing work life and international environment.

RAMK was created in 1996 in conjunction with the establishment of polytechnics in Finland and it is maintained by the Rovaniemi Municipal Federation of Education. RAMK is a multidisciplinary institution of professional education and RAMK offers many fields of study. It comprises of three campuses. Campuses are called Ounasvaara campus, Rantavitikka campus and Viirinkangas campus. All campuses are located within the city of Rovaniemi which is surrounded by a beautiful and unique nature with lots of facilities for sports and cultural hobbies and enthusiastic student activities.

RAMK’s vision is to be an authentically international, networking university of applied sciences that is specialised as an innovative developer and influential operator in the northern operational environment (Strategy 2020). RAMK’s mission statement is to promote sustainable development and development of working life in Lapland. Our institution provides quality education that is oriented towards working life and we carry out research, development and innovation activities as a part of the Lapland Higher Education Consortium (Strategy 2020). For more information please visit www.ramk.fi.

Welcome to RAMK! We wish your studies will be rewarding!

Best wishes, RAMK International Team
3.1 Rovaniemi University of Applied Sciences contact information

<table>
<thead>
<tr>
<th>ROVANIEMI UNIVERSITY OF APPLIED SCIENCES (RAMK)</th>
</tr>
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<tbody>
<tr>
<td>Tel. +358 20 798 4000</td>
</tr>
<tr>
<td>Fax +358 20 798 5499</td>
</tr>
<tr>
<td>Internet: <a href="http://www.ramk.fi/in">http://www.ramk.fi/in</a> english</td>
</tr>
</tbody>
</table>

**INFORMATION FOR INCOMING DEGREE PROGRAMME STUDENTS:**

ADMISSIONS OFFICE  
Jokiväylä 13, FI-96300 Rovaniemi  
Tel. +358 20 798 5401  
admissions@ramk.fi

DEGREE PROGRAMME IN TOURISM  
Viirinkangas campus: Viirinkankaantie 1, FI–96300 Rovaniemi  
dpt@ramk.fi

- Programme Coordinator: Ms Ulla Kangasniemi  
  Tel. +358 20 798 5712, Email ulla.kangasniemi@ramk.fi
- Student Affairs Officer Ms Maria Palokari  
  Tel. +358 20 798 5737

DEGREE PROGRAMME IN INNOVATIVE BUSINESS SERVICES  
Rantavitikka campus: Jokiväylä 11, FI–96300 Rovaniemi  
dpip@ramk.fi

- Programme Coordinator: Ms Ulla Kangasniemi  
  Tel. +358 20 798 5712, Email ulla.kangasniemi@ramk.fi
- Student Affairs Officer Ms Maria Palokari  
  Tel. +358 20 798 5737

DEGREE PROGRAMME IN INFORMATION TECHNOLOGY  
Rantavitikka campus, Jokiväylä 11, FI–96300 Rovaniemi  
dpit@ramk.fi

- Programme Coordinator: Mr Aku Kesti  
  Tel. +358 20 798 5339, Email aku.kesti@ramk.fi
- Student Affairs Officer Ms Eija Nietula  
  Tel. +358 20 798 5363

In the summer time please contact: admissions@ramk.fi
### INFORMATION FOR INCOMING EXCHANGE STUDENTS:

**INTERNATIONAL RELATIONS OFFICE**  
Jokiväylä 13, FI-96300 Rovaniemi  
- Head of International Relations Office: Ms Hellevi Leppiaho  
  Tel. +358 20 798 5407, Email: hellevi.leppiaho@ramk.fi  
- Coordinator of International Relations: Ms Sanna Iivari  
  (incoming non-EU exchange students)  
  Tel. +358 20 798 5481, Email: sanna.iivari@ramk.fi  
- Coordinator of International Relations: Ms Tuovi Honkela  
  (incoming EU exchange students)  
  Tel. +358 20 798 5417, Email: tuovi.honkela@ramk.fi

**VIIRINKANGAS CAMPUS**  
Tourism and Hospitality Management, Business and Administration  
- International coordinator: Ms Ulla Kangasniemi  
  Email: ulla.kangasniemi@ramk.fi

**RANTAVITIKKA CAMPUS**  
Technology  
- International coordinator: Mr Juhani Angelva  
  Email: juhani.angelva@ramk.fi

Forestry and Rural Industries  
- International coordinator: Ms Anne-Mari Martikainen  
  Email: anne-mari.martikainen@ramk.fi

**OUNASVAARA CAMPUS**  
Health Care and Sports  
- International Coordinator: Ms Taina Liu  
  Email: taina.liu@ramk.fi

*In the summertime please contact: international@ramk.fi*

### INFORMATION FOR INCOMING INTERNATIONAL PROJECT MANAGEMENT STUDENTS:

Jokiväylä 11C, FI-96300 Rovaniemi  
- Program coordinator: Ms Anita Narbro  
  Tel. +358 20 798 5470, Email: anita.narbro@ramk.fi
3.2 Bachelor and master degree programmes, specialisation and exchange studies at Rovaniemi University of Applied Sciences

Bachelor degree programmes taught in Finnish:

Tourism Programme
Hotel and Restaurant Management Programme
Business Economics Programme
Physiotherapy Programme
Nursing and Health Care Programme
Sports and Leisure Programme
Rural Industries Programme
Forestry Programme
Construction Engineering Programme
Information Technology Programme
Land Surveying Engineering Programme

Bachelor degree programmes taught in English:

Degree Programme in Tourism
Degree Programme in Innovative Business Services
Degree Programme in Information Technology

Master degree programmes taught in Finnish:

Master’s Degree Programme in Tourism
Master’s Degree Programme in Health Promotion
Master’s Degree Programme in Management of Technological Competence
Master’s Degree Programme in Business Economics
Master’s Degree Programme in Landscape Management

One-year specialisation programme taught in English:

International Project Management (IPM)

Studies for international exchange students taught in English:

Various study units taught in English in the field of Social and health care, Sports and leisure, Information technology, Forestry and Rural industries, Tourism and Hospitality Management, Business and Administration.
3.3 Rovaniemi University of Applied Sciences’ programmes for international students

Degree programmes in English
RAMK offers three degree programmes taught in English. Programmes are degree program in Tourism, degree programme in Innovative Business Services and degree programme in Information Technology. Degree programme in Tourism is located at Viirinkangas campus, degree program in Innovative Business Services and degree programme in Information Technology are located at Rantavikka campus. All degree programmes offer high quality education which leads to Bachelor’s Degrees.

Studies take place in a modern environment and among dozens of different nationalities. No matter whether students want to stay in Finland or head abroad, they are able to work in various fields after graduating from Rovaniemi. About half of the students come from Finland and the other half comes from abroad. In addition, RAMK attracts lots of exchange students every semester, too. Internationally oriented and motivated staff members are professionals in their fields and make studies even more interesting.

Exchange studies
RAMK offers a wide variety of study units in English for incoming exchange students. This is due to our English programmes. We also offer some unique courses that are related to the region and especially to Lapland. As an incoming exchange student you are able to choose courses from one campus. In addition, you can choose general studies which are available for students of all campuses. Campuses and studies for exchange students are as follow:

- Ounasvaara Campus
  - Health Care (Nursing and Physiotherapy) and Sports
- Rantavikka Campus
  - Technology
  - Forestry and Rural Industries
- Viirinkangas Campus
  - Business and Administration
  - Tourism and Hospitality Management
International Project Management studies

International Project Management is a full-time specialization study programme for those having the ambition to work in an international working environment. Students from all over the world, who are interested in running successful international projects, come to Rovaniemi University of Applied Sciences to study IPM and gain an irreplaceable international experience.

Nowadays international project management is considered as a work method to meet the challenges of increasingly international operating environments. There are various types of projects, therefore the programme aims to focus on the so called soft and development project activities with great emphasis on regional development, transnational and cross-border projects.

More information on
- International degree programmes: www.ramk.fi/edp
- Exchange studies: www.ramk.fi/exchange
- International Project Management Studies: www.ramk.fi/ipm
3.4 Studying at Rovaniemi University of Applied Sciences

Studying at RAMK includes contact studies at the school, practical training and independent, online or virtual studies. Adult education is mainly implemented as multi-format education, which may include evening and weekend studies.

The curriculum presents the study units of the degree programme and their objectives. Based on the curriculum, students compile an individual study plan (ISP) in which they plan the progress and manner of completing their studies in detail, e.g. they choose their line-specific studies and free-choice electives. In the individual study plan, credits may be given for previous studies and work experience.

Structure of studies

A degree programme is an entity with one or more lines. Students are accepted to study in a degree programme or a line. A study unit is a basic unit in terms of content and structure. Several study units belonging to the same subject entity form a study module.

Basic studies develop students’ readiness to study and their language skills and provide them with basic knowledge for research and development work. Student also becomes familiar with their field-specific core concepts and theoretical and professional principles.

Professional studies familiarise students with the entities and applications of professional work and their scientific principles. Advanced professional studies in a Master’s degree programme deepen the students’ application of theory in practice, as well as their project leading skills, R&D skills and social skills. The goal of free-choice electives is to deepen and supplement student’s professional knowhow.

Practical training that enhances professional skills familiarises students under guidance with the main practical tasks associated with their field and the application of knowledge and skills in working life.

The bachelor’s thesis indicates student’s readiness to apply their knowledge and skills in specialist tasks or development of working life related to their professional studies. The goal of the Master’s thesis completed in conjunction with a Master’s degree programme is to develop and indicate the ability to apply research data and use selected methods to outline and solve problems in working life and readiness to work independently in a demanding specialist job.

Credits

The European Credit Transfer and Accumulation System (ECTS) is used to define the extent of a given study unit. ECTS credits are based on the workload students need in order to achieve expected learning outcomes. Learning outcomes describe what a learner is expected to know, understand and be able to do after successful
completion of a process of learning. The estimated work load for full time student in one academic year is 60 ECTS credits, meaning 30 ECTS credits per semester.

**Assessment and grading system**
Student assessment is based on the objectives and performance requirements presented in the curriculum. The performance requirements of study units may include examinations and various written and oral exercises. Students have two opportunities to repeat a failed study unit and one opportunity to raise the grade of a completed study unit. Study unit examinations are arranged in conjunction with the study units and on general examination dates. Students must sign up in writing for examinations held on general examination dates. A study unit performance requirements and principles of assessment are given in the curriculum. Study units are graded on a scale of:
- excellent (5)
- good (3-4)
- satisfactory (1-2)
- failed (0)

With some exceptions (orientation course, practical training) a study unit may also be graded on a scale of passed (P), Failed (o).

**Winha Wille student interface of the student register**
Students can use the eHOPS and the WinhaWille student interface of the student register to monitor their own individual study plan and study performance and update their own contact information. Study credits and partial credits can also be printed out using WinhaWille. Registering as attending or non-attending student and registering for study units is also done using WinhaWille.

**Diploma supplement (DS) and transcript of records**
RAMK provides a diploma supplement and a transcript of records in English for all graduates from all bachelor degree programmes and for all graduates in master degree programmes. Both are appended to the original degree certificate. This is in accordance with the goal of the European Comission at improving international ‘transparency’ and at facilitating the academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). The goal of RAMK is also to provide more international opportunities, either for working or studying abroad, by using a clear document which contains the basic information about the individual in question.

Transcript of records is an official document where student’s studies are recorded. In the transcript students will find all completed courses with credits and grades. RAMK provides official Transcripts of records also for all exchange students. Official transcript will be send to the international office of the exchange student’s home institution at the end of each semester (January/June).

Source: RAMK Study Guide 2009 – 2010
www.ramk.fi
3.5 Important academic information

**Academic year 2010 – 2011**
The academic year begins officially on 1 August and ends on 31 July. Tuition is
given between September and mid-June. The exact dates may vary from one
degree programme to another. Academic year opening ceremony is 3 September
2010 at 10.00. Christmas vacation is week 51 and 52. In addition, there are national
public holidays.

For new **degree programme students and International Project management
students** autumn semester begins 1 September 2010 and spring semester ends 20
June 2011.

For new **exchange students**
- Autumn semester begins 1 September and ends 17 December 2010
- Spring semester begins 3 January and ends 20 May 2011.

**Orientation**
A compulsory orientation week is full of important information. That is why it is very
important for you to be present right in the beginning! Attending to the orientation
week is also important because the student tutors will help new international
students with all practicalities during the first days and weeks. You will meet your
student tutor during the orientation week at the latest.

Orientation for:
- **degree programme students** is 1 September 2010 at 10 o’clock at your
  own campus (please check the table 3.1 for contact information).
- **International Project Management students** is 1 September 2010 at 10
  o’clock at Rantavirikka campus (please check the table 3.1 for contact
  information)
- **exchange students** for Autumn semester is 1 September 2010 at 10
  o’clock at Rantavirikka campus and for Spring semester 4 January 2011 at
  10 o’clock at Rantavirikka campus (please check the table 3.1 for contact
  information).
Important forms and deadlines

There are certain important forms which need to be returned to RAMK (either Admissions Office or International Relations Office) before your arrival. Forms and deadlines can vary if you are a degree programme student, international project management student or an exchange student. **Exact deadlines** are mentioned in the original form sent to you within the information package. Please check from the table below what are the necessary forms to take care of **before** and **after** your arrival.

<table>
<thead>
<tr>
<th></th>
<th>Degree Programme students</th>
<th>International Project Management students</th>
<th>Exchange students</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Pick-up confirmation</strong></td>
<td>-</td>
<td>Send the Pick-up Confirmation form to RAMK’s International office by <strong>the set date mentioned in the form</strong>.</td>
<td>Send the Pick-up Confirmation form to RAMK’s International office by <strong>the set date mentioned in the form</strong>.</td>
</tr>
<tr>
<td><strong>Confirmation of acceptance</strong></td>
<td>Send the Confirmation of Acceptance form to RAMK’s Admissions office by <strong>the set date mentioned in the form</strong>.</td>
<td>Send the Confirmation of Acceptance form to IPM coordinator by <strong>the set date mentioned in the form</strong>.</td>
<td>Send the Study Confirmation Form to RAMK’s International office by <strong>the set date mentioned in the form</strong>.</td>
</tr>
<tr>
<td><strong>Registration form</strong></td>
<td>Send the Registration Form for Attendance or Non-Attendance to RAMK’s Admissions Office by <strong>the set date mentioned in the form</strong></td>
<td>All IPM -students will be registered automatically by IPM coordinator. You don’t need to send any registration form.</td>
<td>All exchange students will be registered automatically by RAMK’s international Office. You don’t need to send any registration form.</td>
</tr>
<tr>
<td><strong>Certificates</strong></td>
<td><strong>Original certificates</strong> Take the original certificates with you when you start your studies. Please don’t send them by mail.</td>
<td><strong>Original certificates</strong> Take the original certificates with you when you start your studies. Please don’t send them by mail.</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td><strong>Copies of your certificates</strong> If you are applying with the Finnish degree (Matriculation or Vocational degree), please send officially notarised copies of the certificates by post to RAMK’s admissions office.</td>
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<table>
<thead>
<tr>
<th><strong>Student card application</strong></th>
<th>You can apply the student card during the first days at RAMK. Bring 4 recent photographs of yourself with you.</th>
<th>You can apply the student card during the first days at RAMK. Bring 4 recent photographs of yourself with you.</th>
<th>Send the Student Card Application form to RAMK’s International Office by the set date mentioned in the form.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accommodation application</strong></td>
<td>Please notice that it is very important to arrange the accommodation before your arrival!</td>
<td>Please read the section 5.3 Accommodation to learn more about accommodation options.</td>
<td>If you have not already applied the accommodation, please read the section 5.3 Accommodation to learn more about accommodation options.</td>
</tr>
<tr>
<td><strong>Accommodation application</strong></td>
<td></td>
<td>Please read the section 5.3 Accommodation to learn more about accommodation options.</td>
<td>If you have not already applied the accommodation, please read the section 5.3 Accommodation to learn more about accommodation options.</td>
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Welcome to the University of Lapland in Rovaniemi, Finland—great choice!

This guide is intended to help international students as you prepare for studies at the University of Lapland. We know from experience that living on the Arctic Circle has its own set of challenges. It is actually quite a brave venture to move all the way up here for a period. This has been our homeland for generations; we are here to help you find ways to not only survive but really enjoy your stay. The climate has always been harsh, and that has created a strong sense of community where people are dependent on each other. There are many things that have made Lapland well known in the world: the indigenous Sámi people, Santa Claus, the Midnight Sun, and the Aurora Borealis. After your stay in Rovaniemi we hope you also leave with a feeling that what Lapland should, in addition, be known for is the friendly people.

The main language of instruction at the University of Lapland is Finnish. Although we strongly appreciate international students who have learned some Finnish prior to their study period, it is seldom possible for international students, who will be staying here for only a short time, to complete courses given in Finnish. Therefore, we offer a number of courses in English. In addition, some degree programs are given fully in English. You can find the latest course information at www.ulapland.fi/studies and https://weboodi.ulapland.fi/oodi/.

The young men and women that make up our student body come from all corners of Finland and the globe. Although our primary goal is to educate these future professionals and researchers, we also want our students to enjoy themselves while studying here. Our vivacious Student Union, combined with the numerous cultural opportunities and outdoor recreation and sports facilities available in Rovaniemi, make this also a great place to live.

Originally established in 1979 to provide higher education opportunities for those living in northern Finland, the university has now become an important educational institution for the entire country. The University of Lapland has turned out every fourth lawyer, every third university-educated expert in art and design, close to ten percent of the social scientists, and many talented educational professionals here in Finland. We warmly welcome you to our campus to come join our vibrant community of 4,500 students, about 300 international students, and 600 staff members. With excellent student support services and modern living and study facilities, the University of Lapland is the perfect choice for studying in the North—congratulations!

Outi Snellman  
Director of International Relations

Jaana Severidt  
Head of International Student Services
4.1 University of Lapland contact information

UNIVERSITY OF LAPLAND, Lapin yliopisto

Erasmus code: SF ROVANIE01
Erasmus Charter: 29314-IC-1-2007-1-FI-ERASMUS-EUCX-1

address: P.O.Box 122, FIN-96101 Rovaniemi, Finland
tel: +358-16-341 341 (switchboard)
fax: +358-16-362 941 (international Office)

University www site: www.ulapland.fi
International office www site: www.ulapland.fi/intl
International studies www site www.ulapland.fi/studies

INTERNATIONAL RELATIONS OFFICE
Yliopistonkatu 8, 96300 Rovaniemi
Fax +358 16 362 941
International.relations@ulapland.fi

Ms Outi Snellman
Director of International Relations
Tel. +358 40 501 0209
outi.snellman@ulapland.fi

Ms Jaana Severidt
Head of International Student Services
Tel: +358 40 772 6510
jaana.severidt@ulapland.fi

Ms Päivi Martin
International Relations Secretary
Tel. +358 40 484 4465
paivi.martin@ulapland.fi

STUDENT SERVICES
Enrollment for degree students
Yliopistonkatu 8, 96300 Rovaniemi
Fax. +358 16 362 930
ilmootautuminen@ulapland.fi

STUDENT UNION
Membership issues and student card
Ahkioamaantie 23 B 96300 Rovaniemi
Tel. +358 40 578 4207
www.lyy.fi
lyy@lyy.fi

INTERNATIONAL COORDINATORS

FACULTY OF ART AND DESIGN
Ms Virpi Nurmela
Tel. +358 40 484 4396
artinter@ulapland.fi

FACULTY OF EDUCATION
FACULTY OF LAW
Mr Jani Suokanerva
Tel. +358 40 484 4040
educationinter@ulapland.fi
lawinter@ulapland.fi

FACULTY OF SOCIAL SCIENCES
Ms Minna Nousiainen
Tel. +358 400 813 867
socialinter@ulapland.fi

INTERNATIONAL STUDY COORDINATOR

Arctic Studies Program ASP
Circumpolar Studies Program
Russian Studies Program RSP
Intercultural Communication Program ICP
Cultural Industries

Ms Pirkko Pulkkanen
Tel. +358 40 350 8771
isc@ulapland.fi
4.2 Faculties and Major Subject Fields

**Faculty of Art and Design**
- Art Education
- Graphic Design
- Industrial Design
- Audiovisual Media Culture
- Textile and Clothing Design

**Faculty of Education**
- Adult Education
- Class Teacher Training
- Education
- Media Education

**Faculty of Law**
- Master of Laws
- Bachelor of Laws

**Faculty of Social Sciences**
- Administrative Science
- Applied Psychology
- International Relations
- Management
- Political Science
- Public Law
- Rehabilitation Science
- Social Work
- Sociology
- Tourism

**Separate Units of the University**
- Arctic Centre
- Language Centre
- Library

4.3 University of Lapland programmes for international students

International courses taught in English are an important dimension of the education provided by the University of Lapland, and are taught in all of our faculties. However, sometimes international student will study among Finnish students and teaching will be partly bilingual. Where the teaching is in Finnish, guidance and directions will be given in English (for example in the Faculty of Art and Design).

**Exchange students**
Many of our courses taught in English are intended for our ever growing number of international students who travel to Rovaniemi each academic year. Exchange students are free to take courses from all of the faculties’ major and minor studies and Language Centre or are able to choose from the following non-degree programmes. Some of these courses have been combined within, or between, faculties to provide students the opportunity to complete thematic based non-degree programmes. However, in the Faculty of Art and Design exchange students are to choose one of the major fields of study.
The non-degree programmes open to international students at the University of Lapland are:

Arctic Studies Programme
Circumpolar Studies Programme
Russian Studies Programme
Arctic Governance
Cultural Industries
Intercultural Communication

The faculty of Art and Design offers the following non-degree study modules for art students to choose from:

Art Education
Audiovisual Media Culture
Graphic Design
Industrial Design
Textile and Clothing Design

Degree students
The University of Lapland offers a variety of degree programmes from different academic levels that are open to international applicants. Some of these programmes may have a few courses in their curriculum that are only offered in the Finnish language. However, it is possible for international students to complete these degree programmes completely in English with specialized study plans and teacher assistance. Degree students may also enroll in the non-degree programmes, which can be used as a minor programme to compliment their major degree studies. The degree programmes open to international applicants at the University of Lapland are:

**Bachelors Programmes**
Political Sciences
(Political Science/International Relations)

**Masters Programmes**
Audiovisual Media Culture
Comparative Social Work
EMACIM (European Master in Arts, Culture, and International Management)
Graphic Design
Industrial Design
International Relations
Media Education
Textile and Clothing Design
Tourism Research

**PhD Programmes**
Administrative Science
Adult Education
Art & Design Education
Gender Studies
International Relations
Law
Management
Media Education
Political Science
Rehabilitation Science
Social Work
Sociology
Tourism Research
Please note that the intake for international applicants to individual degree programmes varies from year to year, depending on faculty resources. Please consult the University of Lapland web pages to find out which programmes are currently accepting applications from international students. For more information visit: www.ulapland.fi/admissions.

4.4 System of Study

Studying at a Finnish university is sometimes very different from studying elsewhere. The possible combinations of major and minor subjects are numerous and a student needs to take the responsibility in planning one’s own studies. At the beginning, it might be confusing to build a schedule or coordinate all the courses. However, when students learn to use all the possibilities, it is possible to create an individual study plan within given frames. “Academic freedom” means various things: it refers to independence of the universities, but it also refers to an individual student’s studies. Students are responsible for their own study plan and follow-up of their own learning and progress. Student and teacher tutors will help to get started with your studies. Below you can find some basic information about the system of study in the University of Lapland.

Courses
The basic unit of a study programme is a course. A typical course consists of a series of lectures and a written assignment or an exam. For each ECTS credit there is usually 8-10 hours of lecturing. They are usually held within the time period of a week or two weeks. After the lectures students have at least two possibilities to take the written exam for the course. The first is usually held within two weeks after the lectures end and the second within a month. The grade of the course is received about three weeks after returning the assignment or taking the exam.

Please note that some courses can have book exam only meaning that there are no lectures given and student takes an exam based on individual study of a set of books from the curricula.

Teaching methods
Lecturing is the most commonly used teaching method. However, lectures do not usually cover the entire content of the course and students are required to do either a written exam or essay in order to complete the course. Other forms of teaching are for example seminars, workshops and exercises. Seminars consist of lectures at the beginning of the course and seminar meetings at which students present their seminar paper. A workshop is basically the same as a seminar but done as group work. Exercises are usually practical assignments and are widely used in teacher training, for example. One very popular teaching method is excursion, where students follow a planned programme and attend lectures. Usually excursions include also additional written assignments. The teaching method of a course can also be combination of two methods, but it is always mentioned in the course description.
Instruction in the Faculty of Art and Design can be divided roughly into theory courses, seminars, studio practice, workshops and projects. Theory courses are based on lectures and/or literature, and include written examinations and essays. In seminars, workshops, and studio practice the number of students vary between 12 and 18 depending on the course subject, and accordingly the number of places available for exchange students is restricted. The fine art courses require 90% presence and workshops 80% presence for successful completion of the courses. All courses require independent work.

The university also hosts several visiting teachers each year, and the information on their teaching will be available prior to the visits. Usually these courses can compensate some parts of the courses in the regular curricula.

Written exams
Please note that there is no specific exam period at the end of the semester; exams are held throughout the academic year. There are two types of written exams: course exams and general exams.

Course exams are held after the completion of a course. The lecturer will inform the students of the date, time and place of the exam. There are at least two possible dates, so that one can try again if one fails the first exam. Advance registration is usually not required.

General exams for each faculty are held once a month. On these days, a student can take a book exam based on individual study of a set of books or other materials from the course catalogue. Please note that students must always agree on the exam with the examiner before registration. The registration deadline is 10 days before the exam date; registration must be done through WebOodi student information system.

In the Faculty of Law written examinations are held on general examination days. Please see the list of examination days and the examinations which can be taken on each day on the faculty web pages. The exchange students should, however, always contact the tutor in charge of the course before taking any examination in order to negotiate about the required reading and the date and time for the examination. Please, note that all students are required to register for the written examinations. This can be done using the specific registration form at least 10 days before the examination. You should bring the form to study secretaries or international coordinator in the faculty. Paper forms can be found in the faculty.

Programmes
There are three levels of studies: basic, intermediate and advanced, and two kinds of programmes: major and minor. In major programmes students are required to complete basic and intermediate courses in the Bachelor’s degree studies and advanced courses in the Master’s degree studies. In short minor programmes, only basic level studies are required; in long minor programmes, both basic and intermediate level work must be completed.
Credits
At the University of Lapland, credits are used to define the extent of a given course. Lectures, exercises, seminars and other forms of instruction (e.g. the writing of essays; lecture journals; preparation for examinations, etc.), as well as independent research, are all taken into consideration when the number of credits for each course is being calculated. Please note that a credit does not refer to the duration of a course, but to the estimated amount of work required, that is, one credit refers to approximately 26 – 27 hours of work by the student. The estimated work load for full time student in one academic year is 60 ECTS credits, meaning 30 ECTS credits per semester.

Within the academic calendar some courses may be completed in less than one period (with credits awarded in due time), while other courses may extend over several study periods with credits being awarded at the end of the semester or the academic year. In accordance with the establishment of the European Higher Education Area, the University of Lapland has fully adopted the ECTS credit system.

Grading system
Finnish universities use numeric grading scales. At the University of Lapland, the scale used is from 5 (excellent) to 1 (sufficient). Please note that some courses are given only on a pass/fail basis without any further grading. In this case the mark ‘pass’ appears on the transcript. Every course and examination taken is recorded on the student’s personal transcript. Below is a comparison table with other grade scales.

<table>
<thead>
<tr>
<th>ULapland grading scale</th>
<th>European grade definition*</th>
<th>The US scale *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Excellent</td>
<td>5</td>
<td>A</td>
</tr>
<tr>
<td>Very good</td>
<td>4</td>
<td>A</td>
</tr>
<tr>
<td>Good</td>
<td>3</td>
<td>A- / B+</td>
</tr>
<tr>
<td>Satisfactory</td>
<td>2</td>
<td>B</td>
</tr>
<tr>
<td>Sufficient</td>
<td>1</td>
<td>C</td>
</tr>
<tr>
<td>Fail</td>
<td>F</td>
<td>C+ / C</td>
</tr>
<tr>
<td></td>
<td></td>
<td>D</td>
</tr>
<tr>
<td></td>
<td></td>
<td>F</td>
</tr>
</tbody>
</table>

(*= not officially equivalents)

OODI Student Information System - Registering for courses and exams
Oodi is a national student information system supporting studies and teaching. Students can check their personal data and credits, change their contact information and the conditions on which the data can be released for other use, browse study guide information, register for courses and general exams, order an “unofficial” transcript of studies to e-mail, enroll in the university, and pay the student union fee. It is also possible to give feedback on courses through the WebOodi system. You will get familiar with the system during the orientation week and you can only start registering for the courses after that.
Student number and transcript of records
Each student has a single, personal student number. **Degree students** receive their study certificates with student numbers in the first days of their studies from the Student Services Office. **Exchange students** receive their study certificates with student numbers in the first days of their studies from the International Office. This requires registration to the University. Students are to use this number when registering for exams and on the exam answer forms.

Transcript is an official document where student’s studies are recorded. In the transcript students will find all completed courses with credits and grades either on 5-1 –scale or pass/fail. University of Lapland issues only one transcript for its students (studies in all faculties and units are gathered in one document). Students can have an unofficial transcript through the WebOodi System as an e-mail. Official transcript is given directly to the student in the end of their exchange period if all courses are recorded on the transcript. If not, document will be sent by the end of January/mid June to the students or to the University.

4.5 Important academic information

**Academic year 2010 – 2010**

The academic year at the University of Lapland comprises two semesters. **The autumn semester is 1 August to 31 December, spring semester 1 January to 31 July.** The opening ceremony of the academic year is always on the first Monday in September. Teaching during the academic year has been divided in five teaching periods.

Teaching Periods 2010-2011:

1. period: 1.9. - 31.10.2010 (8,5 weeks)
2. period: 1.11. - 17.12.2010 (7 weeks)
3. period: 10.1. - 4.3.2011 (8 weeks)
4. period: 14.3. - 27.5.2011 (11 weeks)
5. period: Summer Schools/possibility for monthly examinations/holiday
University calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 1</td>
<td>Beginning of autumn semester</td>
</tr>
<tr>
<td>August 31 – 3</td>
<td>Orientation programme for international students</td>
</tr>
<tr>
<td>September 6</td>
<td>Opening Ceremonies of the University</td>
</tr>
<tr>
<td>September 6</td>
<td>Courses begin</td>
</tr>
<tr>
<td>December 17</td>
<td>Courses end</td>
</tr>
<tr>
<td>December 31</td>
<td>End of autumn semester</td>
</tr>
</tbody>
</table>

January 3       | Beginning of spring semester               |
January 3 – 5 and January 7 | Orientation programme for international students |
January 10      | Courses begin                              |
May 27          | Courses end                                |
July 31         | End of spring semester                     |

Arrival

We recommend you to arrive on **Monday August 30, 2010** for the autumn semester or for the spring semester on **Monday January 3, 2011**. Your Finnish student tutor will contact you before your arrival and you can arrange the first meeting together. Usually you will meet the tutor at your accommodation upon your arrival.

Instruction in the departments begins
in the autumn semester: during weeks 35-37/10; in the spring semester: during weeks 1-3/11.

An Orientation Programme

of three to five days for new incoming international students is arranged twice a year, at the beginning of each semester. It is highly recommended the student to arrive in Rovaniemi at the beginning of a semester in order to be able to participate in the orientation and optimise his/her study opportunities. Orientation for **international students** in the Autumn semester starts on **Tuesday August 31, 2010** at 10 o’clock on University campus and in spring semester on **Monday, January 3, 2011** at 10 o’clock on University campus.
Important Forms and Deadlines
There are certain important forms which you need to return to University of Lapland Student Services (degree students) or International Office (exchange students) before your arrival. Forms and deadlines can vary if you are a degree student or an exchange student. Please check from the table below what are the forms and deadlines.

<table>
<thead>
<tr>
<th></th>
<th>Degree Students</th>
<th>Exchange Students</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Arrival Information</strong></td>
<td>Send the Arrival information form to International Office <a href="mailto:international.relations@ulapland.fi">international.relations@ulapland.fi</a> fax +358 16 362 941 by 9th of August 2010 at the latest!</td>
<td>Send the Arrival information Form to International Office <a href="mailto:international.relations@ulapland.fi">international.relations@ulapland.fi</a> fax +358 16 362 941 by 9th of August 2010 / 3rd of December 2010 at the latest!</td>
</tr>
<tr>
<td><strong>Confirmation of Accepting the Study Place</strong></td>
<td>Confirmation of Study place by 3rd of August 2010 at 16:15 to Student Services P.O. Box 122, FI-96101 Rovaniemi or by fax +358 16 362 930.</td>
<td>Send the Confirmation Form to International Office <a href="mailto:international.relations@ulapland.fi">international.relations@ulapland.fi</a> fax +358 16 362 941 by 9th of August 2010 / 3rd of December 2010 at the latest!</td>
</tr>
<tr>
<td><strong>Registration and Student Union Fee</strong></td>
<td>Registration as attending or non-attending student for academic year 2010-2011 should be done by 19th of August 2010 to Student Services P.O. Box 122, FI-96101 Rovaniemi or by fax +358 16 362 930. Please note that you need to pay the Student Union membership fee before enrolment by 19th of August 2010 at the latest and return the receipt with the registration form.</td>
<td>Send the Registration Form to International Office <a href="mailto:international.relations@ulapland.fi">international.relations@ulapland.fi</a> fax +358 16 362 941 by 9th of August 2010/3rd of December 2010 at the latest! If you haven’t sent your Registration Form by this date, your ICT user account is not ready in orientation week and you are not able to register for the courses. In this case it will take few weeks after your arrival.</td>
</tr>
<tr>
<td><strong>Certificates</strong></td>
<td>Take the original certificates with you when you start your studies. International Coordinator at the Faculty will check your certificates</td>
<td></td>
</tr>
</tbody>
</table>
**Degree Students**

A Student Card

After paying the Student Union membership fee, you can fill in the online application for Lyyra Student Card at www.lyyra.fi. You will need a digital photo to attach to the application. More information will be given during the orientation week.

<table>
<thead>
<tr>
<th>Accommodation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please read the section 5.3 Accommodation to learn more about accommodation options. Please notice that it is very important to arrange the accommodation before your arrival!</td>
</tr>
<tr>
<td>Apply for DAS Housing as soon as possible! Online application on <a href="http://www.das.fi">www.das.fi</a>. In all housing related issues please contact <a href="mailto:Dasaspa@das.fi">Dasaspa@das.fi</a>.</td>
</tr>
</tbody>
</table>

| Exchange Students |

You can pay and apply for the Student Card during the orientation week. After paying the membership fee, you can fill in the online application for Lyyra Student Card at www.lyyra.fi. You will need a digital photo to attach to the application. More information will be given during the orientation week.

<table>
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<tbody>
<tr>
<td>Please read the section 5.3 Accommodation to learn more about accommodation options.</td>
</tr>
<tr>
<td>Application deadline for DAS Housing is 9th of July / 19th of November. Online application on <a href="http://www.das.fi">www.das.fi</a>. In all housing related issues please contact <a href="mailto:Dasaspa@das.fi">Dasaspa@das.fi</a>.</td>
</tr>
</tbody>
</table>

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**4.6 Student Union of University of Lapland (LYY)**

Student Union is a public corporation designed to support the students’ rights and to make sure that the students’ voice is heard everywhere at the university and in the surrounding society. All BA and MA -students are automatically members of the Student Union and have to pay the membership fee (85 € in 2010-2011, 42 € for autumn semester, 43 € for spring semester) before registering (Universities Act (645/97/40).

The membership is voluntary for exchange students. International exchange students are entitled to join the Student Union if their studies and stay in Finland last for more than 3 months, the purpose of their study is completion of a basic university degree (BA or MA), and their studies in Finland are free of any tuition fees. After paying the fee, the student receives the official student card and is entitled to subsidised lunches in University restaurants, services of the Finnish Student Health Care Service (YTHS), services provided by the Student Union, discounts on train tickets and long distance bus tickets, discounts at youth hostels, museums, theatres, concerts, swimming pools, shops, ski resorts, restaurants, etc.

Visiting and postgraduate students do not have to pay the membership fee, unless they want to have the Finnish student card. Visiting and postgraduate students are not entitled to earlier mentioned benefits but are entitled to counselling and services of the Student Union. For more information on Student Union of University of Lapland please visit www.lyy.fi.
5 WHAT DO YOU NEED TO TAKE CARE OF BEFORE ARRIVING TO FINLAND?

5.1 Residence permit

EU citizens
EU citizens and citizens of Liechtenstein and Switzerland do not need a residence permit but they must register their right to reside in Finland if their stay lasts for longer than three (3) months. Students register their right to reside in Finland at a local police department (poliisi) in Rovaniemi.

Registration form and more information: www.poliisi.fi

- Fill in the application form (EU1 registration form) and submit it along with relevant attachments mentioned at the end of the form and on the webpage.
- Contact information of Rovaniemi Police Department (poliisi): Hallituskatu 1-3.
- Person in charge of residence permits is Ms Sirkku Palovaara.

Citizens of the Nordic countries
Citizens of the Nordic countries (Sweden, Norway, Denmark and Iceland) need to register their right at a Register Office (maistraatti) if they stay in Finland longer than six (6) months.

- More information: www.maistraatti.fi
- Contact information of local registration office (maistraatti): Hallituskatu 5C

Non-EU citizens
A student who has been accepted to study at a Finnish educational institution must apply for a residence permit in advance through a Finnish diplomatic mission. The permit is to be applied for in the country in which the student resides legally. In practice this means the home country of the applicant, or the country which has granted him/her a residence permit. Please check the notification from Finnish Immigration service on the next page.

For a residence permit student fills in the application form and submit it, along with relevant appendices, to the Finnish diplomatic mission. **Required obligatory appendices:**

- letter of acceptance from a Finnish educational institution, which includes information on the duration of studies, the language of study and the degree aimed for
- details of comprehensive health insurance cover
- proof of means of support
- other possible appendices will be found on section E of the application form.
The applicant must remain abroad while waiting for the decision on the permit application. The first residence permit is issued by the Finnish Immigration Service, which receives the application from the Finnish diplomatic mission. Application form for a residence permit and more information on Finnish Immigration Service’s web pages on www.migri.fi.

The Rovaniemi University of Applied Sciences and the University of Lapland only provide the above information as general guidance regarding residence permits and visa issues and is in no way responsible for official rules and regulations regarding their distribution. As immigration policy is subject to change, all international applicants should consult the Finnish Immigration Service for up-to-date information regarding residence permits and the rules and regulations concerning them.
Dear student, congratulations on obtaining a place of study!

Once you have confirmed with the educational institution that you will accept your place of study, you will need to apply for a student’s residence permit in Finland. The application should be submitted to a Finnish mission abroad.

The application must be accompanied by the following attachments: letter of approval from the educational institution, an account of your income in Finland and an account of sufficient health insurance coverage. Further information on how to apply for a residence permit and on the information you are required to submit is available on the website of the Finnish Immigration Service at www.migri.fi.

You should submit the residence permit application as soon as you have received confirmation of your place of study. The average processing time for students’ residence permits at the Finnish Immigration Service is one month. The Finnish Immigration Service cannot guarantee that it will be able to decide on your residence permit before the commencement of your studies, if your application was submitted late or if the application is incomplete.

Students’ applications always processed as urgent
Several thousand residence permit applications are submitted during the summer months (June-August). The Finnish Immigration Service decides on residence permit applications in the order in which they arrive. All students’ residence permit applications are processed and decided on as urgent without separate request.

Owing to the large number of applications, the Finnish Immigration Service will not consider individual requests for urgent processing. Therefore, it is inadvisable, for example, to purchase plane tickets in advance, as the Finnish Immigration Service cannot guarantee that a decision will have been made prior to your flight to Finland.

As the processing of applications is congested, the Finnish Immigration Service will not be able to reply to enquiries regarding the urgency or status of applications sent by e-mail or post. If you have an urgent question regarding your residence permit application, please contact the Immigration Unit or the customer service of the Finnish Immigration Service by telephone:

- Customer Service, Mon-Fri between 9 a.m. and 3 p.m. GMT +2, tel. +358 71 873 3400
- Immigration Unit, Tue-Thu between 10 a.m. and 11 a.m. GMT +2, tel. +358 71 873 3720

The decision of the Finnish Immigration Service on your residence permit application will be communicated to you by the Finnish mission to which you submitted the application.

Please remember that a complete application (including all required attachments) submitted in good time will improve your chances of receiving a decision before the commencement of your studies in Finland.
5.2 Insurance

EU citizens
Students and researchers moving to Finland from an EU/EEA country, Switzerland or a country that has a social security agreement with Finland are normally not covered by the Finnish social security system, because their residence in Finland is of a temporary nature. However, they are entitled to necessary medical treatment in Finland by presenting a European Health Insurance Card. The card is issued by the competent authority of one’s home country.

Citizens of the Nordic countries
Persons moving temporarily to Finland from another Nordic country can normally prove their entitlement to medical treatment with an identity card. However, you can just as well get a European Health Insurance Card, which is valid also in Finland.

Non-EU citizens
For students coming from other than EU/EEA countries having a health insurance became compulsory from the 1st of September 2007. That means that for getting the residence permit student must have a valid health insurance that covers the medical treatment in Finland. This concerns the students who are applying the residence permit or the extension of the residence permit after the law change has been implemented. Please read also the previous section 5.1 Residence Permit.

Important about insurances:

- For EU citizens it is important to acquire at least European Health Insurance Card to get necessary medical treatment in Finland.
- For Non-EU citizens it is compulsory to have an insurance to acquire a residence permit.
- More information on insurances:
  - www.migri.fi
  - www.kela.fi

The University of Lapland has adopted a mandatory insurance policy for all its international students by Rector’s decision on January 24th, 2005. In order to register to the University of Lapland, all international students are required to show a proof of valid insurance throughout his/her stay in Rovaniemi. By proof, the University of Lapland means a valid insurance card or equivalent document in English. The insurance must meet the following requirements: it must be valid throughout the stay and it must cover health, accidents and preferably liability issues. For citizens of the EU, the European Health Insurance Card is a sufficient document.
During your studies in RAMK or in ULapland you are entitled to use the student’s health care services. Please read the section 7.2 Student life and services in RAMK and ULapland to find out what kind of services you are entitled to. In ULapland members of the Student Union are entitled to student health care services.

5.3 Accommodation

Please notice that it is very important to arrange an accommodation before you come to Finland. Beginning of each semester is quite busy time and student housing will be filled up quickly. That is why it is important to be in time with accommodation application. Staying at a hotel is expensive in Finland. Please check on the table below what kind of accommodation options you have.

<table>
<thead>
<tr>
<th>Rovaniemi University of Applied Sciences (RAMK)</th>
<th>University of Lapland (ULapland)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Degree programme students</strong></td>
<td><strong>Degree programme students</strong></td>
</tr>
<tr>
<td>• DAS (Domus Arctica Säätiö)</td>
<td>• DAS (Domus Arctica Säätiö)</td>
</tr>
<tr>
<td>• housing companies, private sector</td>
<td>• Housing companies, private sector</td>
</tr>
<tr>
<td><strong>Exchange and IPM students</strong></td>
<td><strong>Exchange students</strong></td>
</tr>
<tr>
<td>• Väylätie dormitory</td>
<td>• DAS (Domus Arctica Säätiö)</td>
</tr>
<tr>
<td>• DAS (Domus Arctica Säätiö)</td>
<td>• Housing companies, private sector</td>
</tr>
<tr>
<td>• Housing companies, private sector</td>
<td></td>
</tr>
</tbody>
</table>

DAS (Domus Arctica Säätiö)

DAS is a Student Housing Foundation that offers apartments and dormitory type of accommodation all over the city. DAS offers single rooms with a shared kitchen, toilet and bathroom for 2-3 persons, single room with own bathroom but shared kitchen and balcony and also small one-room apartment. The prices vary from depending on the area and the type of flat. For example in Kuntotie where the furnished apartments locate prices vary between 160-290 € / month. More information about DAS houses and areas you can find www.das.fi. Free laundry facilities are offered everywhere. The Internet access is available in most buildings.

Some rooms are furnished but there is no cutlery, dishes, cooking utensils, curtains, pillows, blankets, sheets or towels in the rooms. It may be a good idea to take a sleeping bag with you because the first days can be quite busy and it can take day or two before you have time to go shopping. In all issues related to the DAS accommodation please contact the DAS office directly: dasaspa@das.fi.
Information on application process:

- **For exchange students** the application deadline for autumn semester / academic year 2010/2011 is 9th of July, 2010 and for spring semester 19th of November 2010. Application must arrive in the DAS office by the deadline at the latest!

- **Degree programme students** have no application deadline and they can apply for accommodation continuously. It is very important to apply as soon as possible, since the applicants are placed in order of arrival of the applications.

The best way to apply is www.das.fi. Contact information and online application:

- Address Domus Arctica Foundation
  
  Ylikorvantie 28 A, FI–96300 Rovaniemi, Finland

- Tel. +358 20 7699 180
- Fax +358 20 7699 188
- Email dasaspa@das.fi
- Internet www.das.fi (online application)

Väylätie Dormitory (Only for RAMK’s exchange students)

The Väylätie dormitory is located in Viirinkangas about 2 kilometers from Rovaniemi city centre. All rooms are in apartment units with 4 rooms, shared kitchen and a bathroom. Please, notice that there are no single rooms available, rooms are for two people. Rent is 130€ / month. All rooms are furnished and they include cutlery, dishes, cooking utensils, curtains, pillows, blankets. You can rent bedlinen if you wish. Sauna and laundry facilities can be used free of charge and a there is also a fitness gym available. There is no Internet access in the Väylätie dormitory.

- Accommodation application and more information about Väylätie Dormitory: www.ramk.fi → in English → International → International students → accommodation
- Contact information: sanna.iivari@ramk.fi

Other options

You can also look for an apartment from the City of Rovaniemi, housing companies (estate agencies) or the private sector. These apartments are usually unfurnished. However, you are able to buy furniture at low price for example from second hand shops.

The rents of private apartments vary depending on the area and the condition of the apartment. Usually apartments in Viirinkangas / Rantavitikka area and the city centre area are more expensive than for example in Ounasrinne or Korkalovaara. Please keep in mind that you can rent an apartment together with a friend or friends.

- More information on housing companies´ or private sector´s apartments: www.vuokraovi.com
IMPORTANT!

Please notice that every tenant must make a tenancy agreement with the landlord. The tenant has no right to have people not mentioned in the tenancy agreement living in the flat without landlord’s permission. For more information about multicultural student housing in Finland: http://www.soa.fi/en/studenthousing.

If you have not agreed with your student-tutor about your arrival to the dormitory, it is important to arrange so that you are able get the keys to your accommodation! Be sure to contact your landlord well in advance so they know when you will come to pick up your keys. Also remember to have all the necessary documents with you!

Depending on the furniture and other equipment in the dormitories, it may be a good idea to take a sleeping bag with you. First days can be quite busy and it can take a day or two to be able to go shopping. There are for example some second hand shops in Rovaniemi where you can buy dishes, curtains etc. with a lower price. Your student-tutor will help you to locate all necessary shopping places.
6 ARRIVAL AND FIRST WEEKS

6.1 Arrival to Finland and Rovaniemi

How do I get to Rovaniemi?
The first thing you need to do is to find your way to Helsinki. Any travel agent or airline should be able to get you a flight to Helsinki from just about anywhere. The next step is to get from Helsinki to Rovaniemi. There are several ways to do this.

Travelling by plane is the easiest but not the cheapest way. Before leaving you can check the schedule, price and availability of seats on the Internet at:


The second alternative is to travel by train. It is somewhat cheaper, but the trip takes about 12 hours. There is a direct bus service from the Helsinki - Vantaa airport to the train station, so that's no problem either. The train schedule, price information and basic information about Finland's railways are available on the Internet at www.vr.fi

The third way to travel to Rovaniemi from Helsinki is by bus. You can find more information about bus schedules and prices on the Internet at www.matkahuolto.fi

The fourth way is to arrive by your own car. From Helsinki to Rovaniemi it takes about 12 hours to drive. Road E4 is a good connection from Helsinki to Rovaniemi. Please keep in mind that under the Finnish law it is compulsory to use winter tyres between 1st December and 28th February. It is important to follow the weather and especially in Lapland roads are snowy and slippery. That is why people living in Lapland use winter tyres often until late spring. Please notice also that you need your own parking place for your car. In Finland it is forbidden to park your car outside of marked parking places. More information please visit:

- www.autoliitto.fi/in_english/
- www.tiehallinto.fi/alk/english
- www.vakes.fi/lvk/english
- http://smartmotorist.com

How do I get to my accommodation?
The next thing you need to do is to find your way to your accommodation. Please keep it mind that there are no bus connections from the airport and that is why taxi is the easiest choice. Airport taxi costs around 9 € / person and the regular taxi is around 25-30 € / person. If you arrive by train taxi is the easiest choice to travel but there are also bus connections from the train station or from the city centre to the accommodation. For more information visit www.rovaniemi.fi
How do I get to the university and to the orientation?
There will be an orientation held for new international students on the first week of the semester. Please read the section Important academic information either from chapter 3 or 4 depending if you are a student of RAMK or ULapland. The whole first week will be full of important information, so it’s imperative that you will be present right at the beginning! You will also meet the student tutors who will help you with all practicalities during the first days and weeks.

International student tutor
Each international student gets a student-tutor who will help with all practicalities especially during the first days and weeks. Tutors are voluntary and trained for their duty. Student-tutor will help you to familiarize yourself with the university, study practicalities, accommodation, city etc. Even though they are here to help you, please read this guidebook through and prepare your stay here well. If you have any problems and you wish to have help and guidance with different practises student tutors will help you. 😊 You will meet them during the orientation week at the latest.
6.2 Arrival’s checklist

It is most likely that your first few days and weeks will be busy. It is worth familiarising yourself with the arrival checklist below. Checklist includes the most important things you need to take care of before and after your arrival in Rovaniemi. Your student tutor will also help you with all the practicalities.

Before:
- Residence permit, page 27
- Insurance, page 30
- Accommodation, page 31
- Finance, international credit card etc, page 43

First days:
- Familiarise yourself with your accommodation
- Find the way to the university
- Participate in the orientation program
- Familiarize yourself with necessary facilities and services at the university (study affairs office, students services, international office etc)
- Familiarise yourself with the nearest store
- Visit the nearest post office and bring a notification of move

First week(s):
- Sign the tenancy agreement
- Pay the first month’s rent (and the deposit if needed)
- Get a mobile and internet connection if necessary
- Open a bank account if necessary
- Obtain a student card
- Obtain a library card
- Find the student health care
- Familiarise yourself with Rovaniemi
7 GOOD TO KNOW ABOUT STUDYING AND LIVING IN FINLAND AND ROVANIEMI

7.1 Finland, Lapland and Rovaniemi

Finland

Finland is the northernmost country in the world after Iceland and the fifth largest country in Europe in terms of area. It is a country that has always been an important gateway between the east and the west. Finland is a Nordic democracy with a population of 5.2 million inhabitants. Finland is the easternmost member state of the European Union.

Finland has Sweden to the west, the tip of Norway in the north, a long border with Russia to the east, and Estonia to the south, across the Gulf of Finland. Finland has a long coastline of 625 miles. The archipelago to the south and southwest of the country contains around 30,000 islands, and is one of the world’s most beautiful marine areas. Finland is also a land of lakes: almost 200,000 at the last count. Two thirds of the country is covered by forest, which we like to call our “green gold”.

The climate is not as freezing as Finland’s location might suggest, partly because of the warming influence of the Gulf Stream. In the summer months, Lapland basks in 24 hours of daylight. In winter, a blue-tinged darkness falls for about two months. This sunless period is called kaamos, the polar night. During kaamos in Rovaniemi, the sun rises above the horizon for just a couple of hours. Although the sun is out of sight for weeks, the snow on the ground enhances the light of the moon and the stars. Sometimes the aurora borealis (or northern lights) flickers across the Arctic sky in many nuances of green, red and yellow.

The development of the Finnish economy has been rapid since the World War II. Today the main manufacturing areas of Finland are wood and metal industries, computers and communications equipment, chemicals, textiles and construction. The best-known Finnish products are probably Nokia mobile phones. More than 90 per cent of industrial establishments are privately owned by Finnish investors.

Finland, like the other Scandinavian countries, is known for its highly developed social welfare system, e.g., free medical care and education. The political system of Finland is also similar to that of the other Scandinavian countries. Finland works in close partnership with its Nordic neighbours: Sweden, Norway, Denmark and Iceland. Finland is a parliamentary republic with a multiparty political system. Two hundred members are elected by proportional representation to the unicameral Parliament for a four-year period. Governments are usually coalitions of several of the many political parties. The President is elected by the people for a six-year term. The Government is appointed by the President and it must enjoy the confidence of the Parliament. The current President of the Republic is Mrs Tarja Halonen. Finland declared itself a free and independent state on 6 December 1917. Finland joined the European Union on 1 January 1995.
Finland is an officially bilingual country. Its official languages are Finnish and Swedish. Finnish is spoken by 93% of the population while Swedish is spoken as a first language by some 6% of the Finns. In Lapland, the Sami language is also spoken by 2000 indigenous Sami people.

**Lapland**

Lapland is the northernmost province of Finland and the European Union. It represents about one third of the area of the entire country (about 99,000 km2). It is also very sparsely populated area with only 2.1 people/km2. Lapland’s natural characteristics are known for its treeless fells and wildlife. In southern Lapland the forests of the pine and spruce trees are endless. Further north the trees become more rare. In Northern Lapland, up in the fells, there are no trees at all.

The seasons are very pronounced in Lapland. During the winter of six months there is a lot of snow and sometimes the temperature can drop to –40 °C. The spring, when the days get longer, is very short. Summers can be very warm with daylight 24 hours a day.

The characteristic of autumn is the famous autumn colours. People who have not experienced a Nordic winter before may have a lot of questions in mind. To help you come to terms with the winter season, it might help you to not think of it as a long, monotonous period of darkness, cold and snow, but as a sequence of several distinct phases, each of which has an atmosphere of its own. With friendly people around you and by accepting it as it comes, you will find the winter in Rovaniemi a richly rewarding experience.

**Rovaniemi**

ROVANIEMI - The capital of Lapland and the centre for international expertise and culture

Rovaniemi is a dynamic and growing city, with a diverse, strong business structure. The city has a highly-educated work force willing to commit themselves on offer, with high-quality services and expertise. In proportion to the rest of the population (60,000), the number of creative professionals in Rovaniemi is the third highest in Finland.

Rovaniemi is the logistical hub of Northern Finland and is a route to the markets of Northern Europe and Northwest Russia. The effective infrastructure and excellent transportation connections to anywhere in the world guarantee excellent preconditions for success. Because of the excellent transport and traffic connections, important authorities and great services, Rovaniemi is an excellent base for operations for other parts of Lapland and the whole of North Calotte.

As the capital of Lapland, Rovaniemi attracts operators in the trade sector. The population base of the province itself, outside of customers and tourism, are all aspects that contribute to the growth of purchasing power in the region. With improved purchasing power, the supply in the sector has increased and the status
of Rovaniemi as a trade centre has further improved with the introduction of new trade projects.

Rovaniemi is a unique tourist destination and an international centre of tourism. The city is home to a vibrant concentration of tourist businesses, with networks in place that enable them to operate in other areas of Lapland. There is extensive education in the field of tourism in the city, including the multidisciplinary research on tourism performed by the universities. The local know-how regarding the experience industry is at the top level of the European scale.

Source: City of Rovaniemi
www.rovaniemi.fi

7.2 Student life and services in RAMK and ULapland

Student health care
Please read through the section 4.2 Insurance to learn more about insurances and health care in Finland. It is important to take care of necessary insurance before you arrive to Finland. During your stay in RAMK or in ULapland you are entitled to use the student’s health care services. Please check the table below to see what kind of services you are entitled to.

<table>
<thead>
<tr>
<th>Rovaniemi University of Applied Sciences (RAMK)</th>
<th>University of Lapland (ULapland)</th>
</tr>
</thead>
<tbody>
<tr>
<td>As a student of RAMK you are entitled to use the services of the student’s health care nurse (terveydenhoitaja) who has reception at Kansankatu 8, 2nd floor. If you need to see a doctor there is a public health care centre (terveyskeskus), hospital (sairaala) with the first aid station and private clinics. For more information please read the section 5.2 Insurance.</td>
<td>As a student of ULapland you are entitled to use the services of Finnish Student Health service (FSHS). FSHS provides the most medical care you might need during your stay at Rovaniemi. The reception of nurse and general practitioner is free of charge and if you need to see specialist for example a dentist the fee is modest. Please note that FSHS does NOT cover emergency or hospital treatments or other treatments exceeding basic health care or treatment during evenings or weekends when FSHS is closed. To use the services of the FSHS you have to be a member of the student union. The office of FSHS is located on the campus. Please see more detailed information on <a href="http://www.fshs.fi">www.fshs.fi</a>. In addition to this ALL international students need a valid health insurance (please see section 5.2 Insurance).</td>
</tr>
</tbody>
</table>

39
Facilities
Both institutions have modern facilities and study environments. Institutions have different kinds of auditoriums, classrooms, computer-rooms, laboratories, work premises and environments for studying. Both institutions have modern and versatile libraries. Universities include also student restaurants, kiosks, copy machines etc.

International Student tutors
Each international student has a student tutor who is studying at the university. Tutors are voluntary and trained for their duty. Student tutors are here to help you with all practical issues. They will help you to familiarize yourself with university, study practicalities, accommodation, city etc. Even though they are here to help you, please read this guidebook through and prepare your stay here well. If you have any problems and you wish to have help and guidance with practical things student tutors will help you. 😊 You will meet them during the orientation week at the latest.

Student unions and ESN Lapland
Both institutions have student union. RAMK’s student union is called CAMOS and ULapland’s student union is called LYY. Student unions are designed to support the students’ rights and to make sure that the students’ voice is heard in the institution and surrounding society.

As a member of the student union you are entitled to many benefits, such as the services provided by the student union and it’s companies as well as all the discounts provided by the student card.

Erasmus Student Network (ESN) operates under LYY. ESN Lapland arranges all kind of interesting activities and excursions for the international students as well as for the Finnish students interested in meeting and socialising with the international students. The meetings of ESN are held in English and students are warmly welcome to share their ideas and opinions.

For more information on student unions and ESN Lapland please visit:
- CAMOS: www.ramk.fi/camos
- LYY: www.lyy.fi
- ESN: www.lyy.fi, ESN Lapland in Facebook

Student card and discounts
As a student you are able to get different kind of discounts from different kinds of services in Rovaniemi. Most common discounts for students are from student lunch at university cafeterias and discounts from train or long distance bus tickets. Also some shops, restaurants or services offer different kind of discounts for students. In most cases discounts requires a student card which can be obtained through student unions. Please read the text above to learn more about the student unions, student cards and discounts. Please read also sections important forms and deadlines from chapter 3 or 4 to learn about the process for obtaining a student card in RAMK or in ULapland.
Sport services at RAMK and U Lapland
Sports services are intended for RAMK’s and U Lapland’s students. All the sports services are available with the Sportpass. Some of the services are free of charge (with Sportpass) and others are subject to a small charge. Sport services offer different kind of indoor and outdoor activities. Please read more about sport services: www.lyy.fi.

Friend Family programme
RAMK and U Lapland organize international friend family -activities between international students and local families each semester. Participation in the activities is voluntary and free of charge both to the students and the families and there are no limitations or obligations. Generally the idea is to introduce Finland, Lapland and Finnish culture to international students coming to Rovaniemi. Student and the family meet according to their own schedules and organize activities together. Friend Family Activity is a wonderful opportunity for the student to integrate to the Finnish culture and way of life while families learn to know new cultures and enrich their language skills. Students can apply to this activity during the orientation week. More information on the Universities’ web pages.

Other free-time activities
Rovaniemi is surrounded by beautiful nature and there are lots of things to do through the year. Since the nature is closed to the city it is really easy to go hiking, skiing, swimming, cycling, fishing or for example do downhill skiing. Also various gyms and sport centers offer lots of exciting sport services.

Rovaniemi is also a city of culture and there are lots of different things to see, visit and experience. You can visit museums, exhibitions, theatres, cinema, library, concerts and familiarize yourself with different kind of architecture.

There is also various events, infos, lectures, theme days, shows etc organized by different kind of organizations. Student life is really active in Rovaniemi and for example ESN and the student tutors organize actively all kinds of events throughout the year.

Shopping
Shopping is not a problem in Rovaniemi. There are different kinds of grocery stores, supermarkets, furnishing -, hardware -, clothing store etc. in the city. There are also several second hand shops around the city where you can do shopping with lower prices. These might be good places to look for the necessary things (dishes, curtains etc) to your accommodation if needed.

Transportation in Rovaniemi
After you have arrived in Rovaniemi it is worth considering whether you should buy a bicycle. Since Rovaniemi is a fair small city locations are quite near. That is why a bicycle is an easy way to get from one place to the other. For example a shop called Mountain Bike at the city centre sells used bicycles. You can ask help from
your student tutor when you are going to buy the bicycle. You can of course also use public transportation (bus) if you wish.

Mobile phone and internet connections
It is easy to get a prepaid mobile and Internet connection in Finland. For example in Väylätie’s dormitory and some of the DAS buildings don’t have Internet connections. In those cases prepaid internet connection comes handy. Your student tutors will help you with these after you have arrived in Finland.

7.3 Notification of move & registration of foreigners

Notification of move
According to Finnish legislation, you must always submit a notification of move if you move permanently into a new home or if your temporary stay at another address is longer than three months. The notification can be made at the earliest one month in advance or within seven days from the date on which you move. Easiest way to submit your notification of move is to fill in the form which you can pick up at the local post or registration office.

Registration of foreigners
The basic data on foreigners residing in Finland are entered in the Population Information System. Registered information includes name, date of birth, nationality, familial relationships and address. A Finnish municipality of residence is registered for a foreigner who has moved to Finland if he or she plans on staying here permanently and if he or she has a residence permit for at least one year. Citizens of Nordic countries do not need residence permits.

Under the law, a foreigner is required to register the same information as Finnish citizens if he or she resides in Finland for at least one year. The registration takes place at the local register office. The registered information is used, amongst other things, in the organisation of elections, and for taxation, health care, juridical administration and statistical purposes.

A foreigner residing temporarily in Finland can also receive an identification number if he or she needs one, for example in order to work. The one requirement is that the person has to have a residence permit at least for the period of one year. However, a municipality of residence will not be registered for him or her, nor will he or she necessarily enjoy the same rights as a person residing in Finland permanently. A person moving from another Nordic country must present the local register office with an Inter-Nordic Migration Form. Citizens of Nordic countries are not required to report to the local register office, unless they plan on residing in Finland for a period exceeding one year. In this case, the person moving is required register as a foreigner in addition to making a notification of move, unless he or she has already been assigned a personal identity number in Finland.
For more information on notification of move and registration of foreigners, please visit:

- www.maistraatti.fi and www.posti.fi
- Local Register Office in Rovaniemi: Hallituskatu 5 C

7.4 Cost of living, money and financial support for students

Financial support
International students can apply for grants, scholarships or other financial aid in their home countries from e.g. their home institution. International students can also apply for the state grant in Finland or scholarships from CIMO, Center for International Mobility under certain circumstances.

For further information on financial support for students, please visit:

- www.kela.fi
- www.studyinfinland.fi

Cost of living
The cost of living in Finland is comparable to the rest of Europe on average. For basic expenses such as food, rent, and transportation an undergraduate (BA, MA) student will need 550 – 600 € / month, which will be spent in roughly the following way (all figures are in €):

- Rent (dormitory type accommodation) 125 – 285
- One/two-room apartment 300
- Food (including lunch at school) 220
- Transport by local bus 50
- Leisure, other personal costs 130

Doctoral level students living expenses are higher (about 1200-1500 € per month) because they are not entitled to same benefits as undergraduate students. Monthly expenses depend on your personal spending habits (food, social life, travelling, books and other materials, sports equipment, etc). Depending on the type of your accommodation be prepared to pay your deposit and first month’s rent through bank already before your arrival. Be also prepared to have little extra money with you. For the first few days you will need about 50 € to buy e.g. food and personal supplies. It is also good to remember that when travelling unexpected expenses always come up, so bring along a little extra money to be safe.

Money and bank account
The legal currency in Finland is the euro (EURO, €), which is divided into 100 cents (sentti, ct). International Debit and Credit cards are accepted in most of the shops and services in Finland.
In Finland nearly all payments are made through the bank. Opening a bank account is a simple operation, but it is nonetheless worth asking the student tutors for help. The staff of the bank speaks at least some English, but the student tutors are good to have along in case you need a translator. You will need the following documents:

- Your passport (Please note that passport is the only official ID in Finland)
- Your letter of acceptance from University/ Study certificate (once you receive it, keep it and bring it with you to Finland)
- Your address in Rovaniemi

If you do not wish to open a bank account in Finland there are plenty of cash machines around that will work with a credit card. You need to be careful about choosing this option, though. Before you leave you can talk with your own bank what is the best option for you. If you wish to use a credit card make sure that your card will work internationally. You also need to check the information on any service or commission fees that may apply to using your card internationally.

### 7.5 Working in Finland

Getting a job in Finland can be challenging. Most of the places require that employee speaks Finnish. Learning Finnish language is important. Below is some information about working in Finland for Nordic Countries, EU and non-EU citizens.

**Nordic Countries’ citizens**
A Nordic Country citizen can live, work and study in Finland (or in another Nordic Country) as long / much as he / she wants without a residence permit, but he / she must fill in a notification of move (Muuttoilmoitus).

**EU citizens**
An EU citizen can live, work and study in Finland as long / much as he / she wants when the stay lasts less than three (3) months. If the stay is longer than three months, an EU citizen must register their right to reside in Finland. After doing that, EU citizens can again live, work and study in Finland as long / much as he / she wants. There are some exceptions to this rule with the new EU citizens. Please, contact the local police office for further information.

**Non-EU citizens**
If a student from a non-EU country is studying in Finland for more than three months he / she needs to get a residence permit before the arrival in Finland. With the residence permit students can work if the work is directly related to the studies (practical training) or if the work is part-time (max. 25 hours per week). During a time when there is no teaching in the institution, students can work full-time. For further information, please contact the local police office or a Finnish Embassy.

For more information, please visit:

- www.mol.fi
- www.migri.fi
7.6 Weather and clothing

Autumn and Spring
The weather in Rovaniemi varies in autumn and spring. For example in August and May it can be quite warm during the day and you can wear jeans and t-shirt or long sleeved shirt. However, nights can be surprisingly cold. In autumn and spring a wind-proof jacket is highly recommended. A raincoat or an umbrella is also good to have because it may rain quite a bit during these seasons.

Winter
In winter time (November - April) the significance of warm clothing cannot be over-emphasised. It can get really cold in Rovaniemi. In February 1999 the temperature near Rovaniemi dropped to -52 Celsius degrees, which was a record in Finland. Well, if it's of any comfort, the temperature rarely gets that cold here. But -20°C is normal between December and March. The best way to dress is to wear clothes in layers: a long-sleeved undershirt and long-legged-underpants, pants and a shirt over these and a warm coat on top. And don't forget a hat and gloves!

In the winter it is best to wear clothes made of natural materials, such as wool and cotton. Thick-soled, insulated shoes are very suitable. Your winter coat should be a quilted one or wind-proof with a lining. It is a good idea to have some wool sweaters and pants to put in your closet - it will be comforting to know you have something extra to put on if we happen to have a cold snap.

Summer
Summer is usually warm and sunny in Finland but it can be occasionally rainy. During the day time temperature can be around + 25 Celsius degrees and shorts and t-shirt are suitable clothes. During the night time you may need long sleeved shirt and trousers.

It is a good idea to bring as many clothes as you can with you because clothing prices in Finland tend to be high. There are lots of clothing shops in Rovaniemi and also some second hand shops where you can buy clothes with a low price. Be aware about the weather before you arrive and prepare yourself with necessary clothing. For more information on weather in Finland, please visit:

- www.fmi.fi
- www.foreaca.fi
8 SURVIVAL FINNISH (English – Finnish)

Useful phrases
Good morning! Good afternoon! Good night!
Hello!
Good bye
Excuse me / I’m sorry
Thank you!
My name is...
What time is it?
It is one o’clock.
I don’t understand.
I love you!
Cheers!

Hyvää huomenta! Hyvää iltapäivää!
Hyvä yötä!
Hei / Terve!
Näkemiin!
Anteeksi
Ole hyvä.
Minun nimeni on...
Mitä kello on?
Kello on yksi.
En ymmärrä.
Rakastan sinua!
Kippis!

Shopping
Milk maito Onion sipuli
Coffee kahvi Vegetables vihannekset
Tea tee Fruit hedelmä
Yoghurt jogurtti Pasta pasta
Butter voi Rice riisi
Bread leipä Sugar sokeri
Fish kala Salt suola
Beef naudanliha Toothpaste hammastahna
Chicken kana Toothbrush hammasharja
Meat liha Shampoo shampoo

At the university
Academic year lukuvuosi Study guide opinto-opas
Semester lukukausi Assessment arviointi
Lecture luento Credit opintopiste
Library kirjasto Student opiskelija

Degree programme koulutusohjelma
University yliopisto
University of Applied Sciences ammattikorkeakoulu
9 WEB LINKS

**ULAPLAND**
www.ulapland.fi/intl

**RAMK**
www.ramk.fi → in English

**Lapland**
Rovaniemi
www.rovaniemi.fi

**Finland**
Discover Finland
http://finland.cimo.fi
Visit Finland
www.visitfinland.fi
Virtual Finland
virtual.finland.fi
Finland Statistics
www.stat.fi
Helsinki
www.hel.fi

**Weather**
Weather Service Finland
www.foreca.com

**Travelling**
Finnair
www.finnair.com
Train
www.vr.fi
Bus Travel
www.matkahuolto.fi
Travel in Finland
www.travel.fi
Skiing in Finland
www.ski.fi

**Residence permit, insurance etc**
Finnish Immigration service
www.migri.fi
Police
www.poliisi.fi
Maistraatti
www.maistraatti.fi
Kela
www.kela.fi

**Housing**
Domus Arctica Foundation
www.das.fi
Multicultural student housing guide
www.soa.fi/en/studenthousing/