International student exchange
31.1.2013

- Common principles
- Arrangements
- Erasmus-places
- Other programmes
- Timetables
- Applying and what after that
- Grants
- International exchange services
- Additional information
- Why leave, why not?

Common principles
- starting from the second year at university
  - Need to have at least 60 credits
- Demands longterm planning
  - application … (months) … leaving
  - financing
  - language skills (before!)
  - commitment (cancellations not so nice)
- Duration 3-12 months (the exchange agreements have limitations), in practice one or two semesters
Common principles - 2

- Places
  - The Nordic countries (Nordplus, Nordlys)
  - In Europe (Erasmus)
  - elsewhere (ISEP, bilateral agreements, MAUI etc.)

- Erasmus exchange: department, others: international exchange services

- Different kinds of application times, often only once a year
  - In 2013, Erasmus application period is 1.2. – 25.2.

- Planning of studies: major or minor subject studies (might be limitations)
  - obligatory, optional, language studies

- Erasmus exchange once in a lifetime

Common principles - 3

- Use of local language?
  - There is NOT always teaching in English!
  - It is always good to know the basics of the local language
  - Certificate of language skills can be required (depends on the receiving university)
  - Language training usually offered by the receiving university

- Time of semesters varies

- Right to minor-subject studies varies

- You must study, not just learn the culture
  - If not enough credits earned (20 cr. per semester), you may need to pay back part or all of the travelling grant
Why leave?

(source: HS newspaper – education supplement, January 2006 – 1st-year students in Helsinki and Tampere)

- for experience 96%
- to learn language 91%
- to learn multiculturalism 91%
- to improve chances of getting work 79%
- to tie new contacts 72%
- to get out of Finland 33%
- for teaching not available in Finland 25%
- for a better standard of teaching 16%
- other reasons 9%

Arrangements

- **Think**
  - suitable time for your studies
  - suitable university
- **Make** study plan
  - courses you need for your degree
    - major subject, minor subject, others?
  - not overlapping (=> recognition of credits)
- **Study the language** of the host country – start now!
- **Arrange** funding (and other practical things)
  - Study grants, summer job etc.
Erasmus-programme

Based on an agreement between the sending and the receiving department/university

The department of computer science has altogether 22 partner universities, in the following cities:

- Spain: Barcelona, Madrid, Valencia
- Italy: Pisa, Padova, Turin, Bolzano
- Austria: Graz
- France: Caen, Lyon (?)
- Germany: Berlin, Bielefeld, Darmstadt, Hanover, Lubeck, Frankfurt, Munich, Paderborn
- Hungary: Budapest
- UK: Bath
- Estonia: Tallinn
- Chech Rep.: Prague

Teaching in English (at least some)

Applying for Erasmus Exchange

There are three parties involved

- The sending university/department (=UH)
- The receiving university/department
- You

Both the sending and the receiving university must accept the applicant

You must be satisfied with the offering at the receiving university
The application process

The are two phases in the process

1. You must first apply to be nominated by the department as an Erasmus exchange candidate to the receiving university
2. If you are nominated, you then need to submit a second application to the receiving university

Application I (For nomination by the department)

in February: 1-25.2.2013

- Application portal for students MobilitySearchServlet: https://kvl.it.helsinki.fi/mobility/MobilitySearchServlet?sprache=en&identifier=helsinki
- A motivation letter stating the reasons for wanting to go (in Finnish or in English)
- Transcript from study register (unofficial)
- Study plan (as exact as possible, not necessarily final)
- Application delivered on paper with annexes to Antti-Pekka Tuovinen by the dead-line
**Application I contd.**

- The department selects the nominees in March
  - Study progress (amount and level)
  - Necessary language skills (language of target country, English)
  - Study plan
  - Other reasons (to do with degree programme)

**Application II**

- After you have been nominated, you can submit the *second application* to the receiving university
  - Following their requirements and process
  - Each university has their own schedules and deadlines for the applications
### ERASMUS exchange university timetables

*(examples! Please check the dates from the university)*

<table>
<thead>
<tr>
<th>Country</th>
<th>Application deadline</th>
<th>Semesters (~)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spain</td>
<td>31.5. / 31.10.</td>
<td>Sept – Jan, Feb – June</td>
</tr>
<tr>
<td>Graz</td>
<td>15.6. / 15.11.</td>
<td>Oct – Feb, Feb – June</td>
</tr>
<tr>
<td>Lyon</td>
<td>1.5./30.10.</td>
<td>Sept – Feb, Feb – June</td>
</tr>
<tr>
<td>Berlin</td>
<td>1.7/1.1</td>
<td>Oct – Feb, April - July</td>
</tr>
<tr>
<td>Paderborn</td>
<td>30.6. / 31.1.</td>
<td>Oct – Feb, April - July</td>
</tr>
<tr>
<td>Pisa</td>
<td>1.6/1.11</td>
<td>Sept – Jan, Feb – June</td>
</tr>
<tr>
<td>Tallinn</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### After you have been accepted

- International services sends information package to elected students
  - in addition, travelling orientation in summer, December
- Grant application (international services)
  - + more, details in info package from int. service

Important: take care of the schedule yourself!
Funding – Travel grant amounts

Erasmus exchange

3 months 1000 €
4-6 months 1200 €
7-10 months 2000 €
11-12 months 2400 €

- finding housing is generally assisted (paid by student)

This is a **lump sum** paid once, not a monthly allowance!

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Funding contd.

* In exchange programs, you do not need to pay tuition fees at the receiving university
* You may use the government paid financial aid for studying abroad (e.g. Study Grant)
  - See pages of KELA for more information
* The receiving university often assists in finding housing
  - They may offer student quarters at campus, for example
International student services 1/4

- information in Flamma:
  - Opiskelijalle
  - Opiskelu ja harjoittelu ulkomailla
  - Students
  - Exchange opportunities and training abroad

- Some information still in Alma (in Finnish):
  - Opintopalvelut ja kansainväliset asiat -> Opiskelu ulkomailla

International student services 2/4

- Information meetings for those elected for an exchange programme
- Guide for exchange students
- Travel orientations:
  - Contents of orientation:
    1. Arrangements before leaving
    2. Settling down in the exchange target: bureaucracy, studying, and everyday life
    3. Presentation of countries + former exchange students’ presentations
    4. Sources for additional information
    5. Returning to your home university
Each exchange student receives an information package by post:
- a guiding letter
- a grant application form
- the elemental book for Erasmus students
- the form Letter of Confirmation for an Incoming Erasmus Exchange Student
- bulletin on study grants for studying abroad
- a guidebook with practical instructions for exchange students
- invitation to orientation event

Erasmus Intensive Language Courses applications in May and October (courses in target country)

Student Exchange Certificate
- exchange target, exchange period, and amount of grant

notifying study grants office about exchange period
granting and paying out of exchange grants
More details

- Some feedback from former exchange students (in Finnish) in Alma: … Opiskelu ulkomailla -> Vaihtopalautteet ja maakohtaiset kertomukset

- CIMO: http://www.maailmalle.net
  - country guides
  - student histories

- ulkomaillaopiskelu@helsinki.fi (UH, int. services)

- Inquiries about Erasmus positions to the department: antti-pekka.tuovinen@cs.helsinki.fi