

## Information sheet for the academic year 2016-17

**Aalto University School of Electrical Engineering (Aalto ELEC)**

**Erasmus ID code: SFEspoo12**

### Contact information for exchange students

***incoming-elec@aalto.fi***

Niina Huovinen, Coordinator for incoming student exchange  
+358 50 361 8835

**Postal address:**

Aalto University  
School of Electrical Engineering  
Learning Services  
P.O. Box 13000  
FI-00076 Aalto

**Visiting address:**

F and E wing, 4<sup>th</sup> floor  
Otakaari 5  
02150 Espoo  
FINLAND

***into.aalto.fi/display/enmasterelec/Incoming+exchange+students***

### Academic issues

***Autumn term***

August - December, teaching periods I and II  
(Teaching and exams from 12 September to 22 December)

***Spring term***

January - July, teaching periods III, IV and V  
(Teaching and exams from 2 January to 27 May)

Please check the exact dates from our ***academic calendar*** online.

***Language of teaching***

Finnish and English. Information on courses held in English can be found in the ***Into portal***.

***What can you study***

Please check the information in the ***School's web page***.  
You can also browse course information in the ***WebOodi*** course portal

***Language courses***

Exchange students may take language courses subject to availability and prerequisites. Please note that especially English language courses may be very full and Aalto's degree students are given priority to these courses.  
The Language Center also offers Finnish language and culture courses for international students.

***Grading scale***

Number grades from 1 (lowest) to 5 (highest), 0 = fail. Some courses have pass/fail grading.

***Credit system***

The scope of the courses is given in ECTS (= European Credit Transfer System) credits. One credit corresponds to 27 hours of work, including lectures and other forms of instruction, exercises, seminars and independent work carried out at home and in the library. The scope of a course can be 1-15 credits depending on the content of the course.

***How many courses should students take?***

There are no limits set by Aalto, but a full study load is approximately 1600 hours per academic year which equals to 60 ECTS (=60 cr).

***Can exchange students take courses from other Aalto Schools?***

Two thirds of the engineering courses chosen must be from the School of Electrical Engineering, so one third of courses can be taken from the three other Aalto schools of technology (School of Engineering, School of Science and School of Chemical Technology) as long as the student fulfills the prerequisites. However, exchange students in the School of Electrical Engineering (or other Schools of technology) cannot choose courses from the School of Art, Design and Architecture or the School of Business.

However, there also is a **selection of interdisciplinary courses** available for exchange students.

***Can students take courses from a different level?***

Yes. Please note that almost all of the courses offered in English are in the master level. Bachelor-level students may take master-level courses if they fulfill the prerequisites. Aalto University strongly recommends at least 2, preferably 3 years of bachelor's studies before arriving at Aalto.

***Can exchange students complete a final project / thesis at Aalto ELEC?***

We can never guarantee final project placement for exchange students, and Aalto's own degree students are given priority, but we do our best to provide placement. Placement depends on the student's level and background as well as the resources and research interests of the Department the student is interested in. Final project must be mentioned in the study plan when applying.

Please see the page **Final Projects for exchange students** for more information.

## Applying

***Application deadlines***

**April 30:** Applicants for the whole academic year or one term.

**October 15:** Applications for the spring term only.

Late or incomplete applications will not be handled after the deadline.

***Language requirements***

Exchange students from partner universities:

- Language of instruction at home university is English: No certificate needed.

- Language of instruction at home university is other than English: Certificate from an English language teacher or other professor, or an official language test certificate. At least B2 on CEFR scale.
- Students who wish to complete a final project should have C1-level English skills on the CEFR scale. Lower than B2 will be rejected.

***Application method***

Aalto uses an online application system. Please see the page ***How to apply*** for more details.

***Application results***

Information about the application result will be sent to the student's home address (Erasmus/Nordtek students) or to the coordinator at home university (students from outside Europe) within approximately one month after the deadline.

***Can students extend their exchange period?***

In certain cases, yes. Student Services should be contacted as early as possible for processing the extension application.

***How do students get the official transcripts after the exchange?***

The student should contact the Student Services as soon as all the grades have been registered and we will send a transcript to the address given. Note: we do not send the official transcripts automatically, so students should ask for one.

## ***Accommodation***

***Is university accommodation available?***

The university itself does not own any student housing, but has reserved some rooms from other housing providers for exchange students. However, the student housing situation in Helsinki metropolitan area is challenging and we cannot guarantee accommodation for all exchange students. The student housing situation is much better in the spring term than in the autumn term.

***How do students find accommodation?***

Please see the webpages on ***Housing for exchange students***

## ***Visa requirements, cost of living and insurance***

***Who needs a visa/residence permit?***

Students coming outside EU/EEA

***How to get one?***

Please visit the webpage of the ***Finnish Immigration Services***

***Insurance***

Should be bought in the home country before arriving in Finland. Students from non EU/EEA countries are required to have valid health insurance. This is compulsory requirement for obtaining residence permit for studies lasting more than 3 months.  
See for example ***SIP insurance***.

***Estimated monthly expenses***

Students should budget about 550-850 euros for living costs (housing, transportation, food & other daily necessities) per month.

***Student union membership***

Compulsory for students who live in AYY apartments and highly recommended for all.

***AYY Student Union homepage***

***Important links***

***Aalto University homepage***

***Welcome Guide for international students***

Please remember to read through the information given in the pages for incoming exchange students. They contain lots of important and useful information. Also, information given online is always most up-to-date!

School of Electrical Engineering, ***Incoming Exchange students***