



UNIVERSITY OF VAASA
Academic Year 2011-2012

Institution	Vaasan yliopisto / University of Vaasa (SF VAASA01)
Name of the Head of the Institution	Mr Matti Jakobsson
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Head of International Relations - International Relations and Agreements of the University of Vaasa - International Marketing of the University - Development of Internationalisation - International Strategic Partnerships - Financial Management and Reporting of International Education - Information Distribution	Ms Francesca Cucinotta
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International Studies Coordinator - Outgoing Exchange Students and Erasmus Placements - International Internship Information - Coordination of Study Abroad - Internationalisation Skills, Cultural Integration Training for Outgoing Students, General Guidance - Scholarships and Reporting of Outgoing Students	Mr Juhani Moisio
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International Students' Coordinator - Applications and Selection of	Ms Juuli Savola
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Incoming Exchange Students <ul style="list-style-type: none">- General Guidance and Cultural Integration Training for Incoming Exchange Students- Event Organisation and Support to International Tutoring- International Alumni (degree & exchange students)	
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International Students' Coordinator <ul style="list-style-type: none">- Marketing, Material Production and Student Recruitment of International Master's Degree Programmes- Application Process and Preselection of International Master's Degree Programmes- Application Process of International Doctorate Students- Cultural Integration Training and General Guidance of International Degree Students- Planning of International Master's Degree Programmes and Transnational Education	Ms Henna Huovinen
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Coordinator of International Education <ul style="list-style-type: none">- Administrative Coordination and Study Counselling of Master's Degree Programme in International Business- Administrative Coordination and Study Counselling of Master's Degree	Ms Anne Ahlqvist
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<p>Programme in Finance</p> <ul style="list-style-type: none">- Admission Criteria, Curriculum Preparation and Student Selection Decisions of the International Programmes at the Faculty of Business Studies- Planning, Accrediation and Guidance of Study Abroad at the Faculty of Business Studies- International Doctoral Students and the Preparation of Selection Decisions of the Faculty of Business Studies	
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<p>Coordinator of International Education</p> <ul style="list-style-type: none">- Administrative Coordination and Study Counselling of Master's Degree Programme in Intercultural Studies in Communication and Administration- Administrative Coordination and Study Counselling of Master's Programme in Industrial Management- Administrative Coordination and Study Counselling of Master's Programme in Telecommunication Engineering- Admission Criteria, Curriculum Preparation and Student Selection Decisions of the International Programmes at the Faculties of Philosophy and Technology- Planning of Study Abroad at the Faculty of Philosophy and Faculty of Technology- International Doctoral Students and the Preparation of Selection Decisions at the Faculty of Philosophy and Technology- Career Services for International Degree Students	Mr Sami Ilomäki
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International Staff Coordinator <ul style="list-style-type: none">- Mobility and Internationalisation of Personnel- Development of Resercher Mobility- Comissioned Education- International Projects- Coordination, Guidance, Scholarships and Reporting of Outgoing Teachers and Personnel- Coordination and Guidance of Incoming Teacher and Staff Exchanges	Ms Hanna Turpeinen
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Secretary of International Relations <ul style="list-style-type: none">- General Enquiries- Office Assistance	
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GENERAL INFORMATION

Official dates of Academic Year 2011-2012	Autumn Semester: 1 August – 31 December 2011 Spring Semester: 1 January – 31 July 2012
Tuition and exams during the Academic Year	Autumn Semester: 6 September – 21 December 2011 Spring Semester: 9 January – 2 June 2012
Deadlines for applications	Autumn Semester: 15 June 2011 Spring Semester: 31 October 2012
Arrival dates	Autumn Semester: 31 August – 1 September 2011 Spring Semester: 2 – 3 January 2012



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Orientation days (Compulsory)	Autumn Semester: 2-3 September 2011 Spring Semester: 4 – 5 January 2012
Information about applying, study guide, course information	Available online at www.uvasa.fi/english
Language of instruction in courses available for exchange students	English Some study modules available in German and Swedish (working knowledge in the language required)
Number of courses available for exchange students per semester	More than 20
Is preparatory language course offered?	A Survival Language Course in Finnish / Swedish is available for exchange students. (Survival course in Russian in spring semester)
ECTS Credits in use?	Yes
ECTS Grading Scale in use?	No (Explanation of the grading scale will be printed on the Transcript of Records)

FINANCIAL MATTERS FOR EXCHANGE STUDENTS

Cost of living per month (approximately)	Food 250 euros Transportation 25 euros Leisure and other personal costs 50 euros
Are there any required fees to be paid by the students?	No. The Student Union fee is voluntary. Student Union fee: 55 euros per semester / 110 euros per academic year. Entitles the student to the services of the Student Health Care Foundation and student discounts. (Student Union fee for students on Doctoral level: 17,5 euros per semester / 35 euros per academic year. Does not entitle the student to student discounts or services of the Student Health Care Foundation.



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Insurance	<p>Exchange students are personally responsible for the insurances for themselves and their personal belongings.</p> <p>The insurance should be obtained before arrival to Finland, and it should cover costs resulting from illness or an accident (doctor and hospital charges, including medical treatment and hospitalisation, medication, and costs resulting from interruption of the exchange).</p> <p>It is also highly recommended to obtain an insurance for personal belongings and third party liability.</p>
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ACCOMMODATION INFORMATION

Is a pick-up service available upon arrival?	Yes, during the official arrival days
Is accommodation offered?	The students are responsible for arranging the accommodation
Contact for accommodation	VOAS (Student Housing Foundation) Application form and information available online at www.voas.fi
Address	Olympiakatu 3 B, FI-65100 Vaasa
Telephone / Fax	Tel. +358 6 327 6530 Fax +358 6 327 6538
E-mail	asuntotoimisto@voas.fi
Cost of accommodation per month (approximately)	180 – 300 euros (depending on the type and location of the apartment)
Is the accommodation organised prior to student's arrival?	Yes, provided that the housing application and deposit payment have been done on time
Are kitchen facility and basic furniture available in the students' accommodation	Yes, basic furniture only in the furnished apartments