



UNIVERSITY OF
EASTERN FINLAND

UEF//

*PRACTICAL
GUIDE FOR
INTERNATIONAL
STUDENTS*

JOENSUU CAMPUS

2015-2016

UNIVERSITY OF EASTERN FINLAND JOENSUU | KUOPIO | SAVONLINNA

Practical Guide for International Students 2015-2016

Joensuu Campus

University of Eastern Finland 2015

Contact Information

University of Eastern Finland

Joensuu campus

Yliopistokatu 2

P.O.Box 111, FI-80101 Joensuu, Finland

Tel +358 29 445 8065

International Mobility Services

international@uef.fi

www.uef.fi/studies

Contents

1 Finland	7
1.1 Geography and Climate	7
1.2 Languages and Religion.....	7
1.3 History.....	8
1.4 Government and Foreign Policy	8
1.5 Industry and Economy.....	8
1.6 Education	9
1.7 Higher Education.....	9
1.8 University Degrees.....	10
1.8.1 Undergraduate Degrees	10
1.8.2 Postgraduate Degrees	10
1.9 Useful Links	10
2 Finnish State Regulations	12
2.1 Visa and Residence Permit	12
2.1.1 Citizens of the European Union (EU), European Economic Area (EEA) or Switzerland.....	12
2.1.2 Non-European Union (Non-EU) and Non-European Economic Area (Non-EEA) Citizens	12
2.2 Registration of a Foreigner in Finland.....	14
2.2.1 Registration of EU/EEA/Swiss students' right to reside in Finland	14
2.2.2 Registration at the local register office (maistraatti), all foreigners	14
2.3 Extension of Residence Permit for Non-EU Citizens	15
2.4 Notification of Move	16
2.5 Working and Taxation	16
2.6 Embassies and Consulates	17
3 University of Eastern Finland	18
3.1 Faculties, Schools and Departments	18
3.2 Degree Programmes.....	19
3.2.1 International Master's Degree Programmes	19
3.2.2 International Doctoral Degree Programmes	20
3.3 International Non-Degree Programmes and Other Studies for Exchange Students	20
4 Studying at the University of Eastern Finland	23
4.1 Registration to the University for Exchange Students	23
4.2 Registration to the University for Degree Students	23
4.2.1 International First-year Master's Students	23
4.2.2 Registration as Being Absent.....	24
4.2.3 Registration after the First Year	25
4.2.4 Delays in Registration or Failure to Register	25
4.2.5 Registration for One Semester Only.....	25
4.3 Academic Calendar.....	26
4.4 Electronic Services	26
4.4.1 WebOodi	26
4.4.2 University's Intranet	27
4.4.3 Moodle.....	27

4.4.4. Wireless Network Eduroam.....	27
4.5 Scheduling Your Studies.....	27
4.6 Essentials of Studying.....	27
4.7 Credits, Grades and Transcript of Academic Records.....	30
4.8 Academic Dishonesty.....	31
5 Student Facilities.....	33
5.1 Student and Learning Services.....	33
5.2 Student Tutors.....	33
5.3 Orientation for International Students.....	33
5.4 Library.....	34
5.5 Oppari.....	34
5.6 IT Services, Wireless Network and IT ServiceDesk.....	35
5.7 Language Centre and Finnish Courses.....	35
5.8 Printouts, Scanning and Photocopying.....	36
5.9 University Restaurants and Student Discount on Meals.....	36
5.10 Feeling Down?.....	36
6 Student Union of the University of Eastern Finland.....	38
6.1 Membership and Student Card.....	38
6.2 Survival Package and Welcome Package.....	40
6.3 ESN Joensuu – The Student Union (ISYY) International Club.....	40
6.4 Sykettä Sports Programme.....	41
6.5 Monday Mail Newsletter.....	41
7 Health Care.....	42
7.1 Insurance.....	42
7.1.1 Health Insurance for International Students.....	43
7.2 Finnish Student Health Service.....	43
7.3 Residence Based Social Security.....	44
7.4 Municipal Health Care.....	44
7.5 Private Medical Centres.....	45
7.6 Emergencies.....	45
7.7 Pharmacies.....	46
7.8 Personal Safety.....	46
7.9 Narcotics.....	47
7.10 Sexual Minorities.....	47
7.11 HIV.....	47
7.12 Cultural Adaption.....	47
8 Transportation.....	49
8.1 Bicycles.....	49
8.2 Buses and coaches.....	49
8.3 Trains.....	50
8.4 Driving in Finland.....	50
8.5 Taxis.....	51
8.6 Airlines.....	51
8.7 Ferries.....	52
9 Essentials of Finland.....	53
9.1 Living Expenses.....	53

9.2 Public Holidays	53
9.3 Time Zone, Electricity and Conversion Tables	53
9.4 Currency and Banks	54
9.5 Post	55
9.6 Phone Calls	56
9.7 Internet and Media	56
9.8 Shopping	57
9.9 Alcohol and Smoking	58
9.10 Finnish Character and Way of Life	58
9.11 Vocabulary	60
10 Things to Do before You Arrive	64
11 Things to Do When You Arrive	65
12. Things to Do Before You Leave	66
13 Student Accommodation in Joensuu	67
13.1 Available Student Housing	67
13.2 Applying for Accommodation	68
13.3 Housing Offer	68
13.4 Living in Joensuu Elli	69
13.5 Moving out from Joensuu Elli	69
13.6 Temporary Accommodation	70
14 City of Joensuu	71
14.1 Immigration Services	71
14.2 Counselling for Immigrants and The Finnish Refugee Council	71
14.3 Multicultural Activity Centre Vatakka	72
14.4 Joensuu District Multicultural Association	72
14.5 Community Resource Centre of Joensuu	72
14.6 Day-care and Schools	72
14.7 Joensuu Regional Library	73
14.8 Community College of the Joensuu Area	73
14.9 Open University and Summer University	73
14.10 Ethnic Grocery Shops	73
14.11 Second Hand Shops	74
14.12 Religious Denominations	74
14.13 Cinema, Theatre and Music	75
14.14 Fine Arts	75
14.15 Botanical Garden	76
14.16 Bars, Restaurants and Cafes	76
14.17 Sports	76

Please note that the information in this booklet concerning fees, opening hours and dates etc. has been updated in April 2015. Changes are possible.

1 Finland

Finland is a Nordic democracy with a population of 5.4 million. It is a member country of the European Union. Along with Cyprus, it is the easternmost member country of the European Union. Owing to its location, Finland's unique culture has been influenced by both Scandinavian and Russian cultures. With its overabundance of space, its exotic, northern geographic setting is one of its most treasured resources.

1.1 Geography and Climate

Finland is the seventh largest country in Europe, with an area of 338 424 sq. km (131,985 sq. miles). The population density is 17.7 inhabitants per square kilometre (40 per sq. mile). 65% of Finns live in towns or urban areas and 35% in rural areas. Forests cover two thirds of the country. Finland is also a land of thousand lakes: there are almost 200 000 lakes and approximately as many islands. The archipelago of Finland is one of the world's most beautiful marine areas. The autonomous province of the Åland Islands lies off the southwest coast. The capital of Finland is Helsinki with a population of 600 000.

The climate is marked by cold winters and warm summers. The highest daytime temperature in eastern Finland during the summer occasionally rises over 25°C (degrees Celsius). During the winter months, particularly in January and February, temperatures of minus 20°C are common. Due to the low humidity, however, Finland's climate is actually not as cold as temperature readings might seem to indicate.

In Eastern Finland, first snow settles in late October or in November, and the landscape will usually be covered with snow in December. The first signs of spring can be seen in March, and in April, the snow gradually starts to melt away. Still, there might be some snow left even in the beginning of May.

1.2 Languages and Religion

The two official languages of Finland are Finnish and Swedish. The Finnish language is spoken by 90% of the Finns while about 5.4% of the people have Swedish as their mother tongue. The official status of Swedish has historical roots in the period when Finland was a part of the Swedish realm, a period that lasted from the beginning of the 13th century until 1809. Another indigenous language spoken in Finland is Sami (0.03%). Sami is spoken by the Sami people in parts of northern Finland, Norway, Sweden and north-western Russia.

There has been complete freedom of religion in Finland since 1923. The Evangelical Lutheran Church is the country's largest denomination: 75% of the people are baptised Lutherans while 1% belong to the Finnish Orthodox Church. Christianity, represented by the Roman Catholic Church, reached Finland before the end of the first millennium, but the Church was not firmly established in the country until the 12th century. The influence of the Orthodox faith spread into the country from the East.

1.3 History

1155	The first missionaries arrive in Finland from Sweden. Finland becomes part of the Swedish realm.
1809	Sweden surrenders Finland to Russia. The Czar declares Finland a semiautonomous Grand Duchy with himself as constitutional monarch represented by a governor general.
1917	Finland declares independence from Russia on December 6.
1919	A constitution is adopted and Finland becomes a republic with a President as head of State.
1939–1940	The Soviet Union attacks Finland and the Winter War is fought.
1941–1944	Fighting between Finnish and Soviet forces resumes in the Continuation War. Some territory is ceded to the Soviet Union, but Finland is never occupied and the country preserves its independence and sovereignty.
1955	Finland joins the United Nations and in 1956 the Nordic Council.
1995	Finland becomes a member of the European Union.
2002	Finland adopts euro (EUR) as currency.

1.4 Government and Foreign Policy

The Head of State is the President of the Republic who is elected for a period of six years and may serve a maximum of two consecutive terms. President Sauli Niinistö was elected in March 2012. The President is chosen by direct popular vote, with a run-off between the two leading candidates, if no candidate wins an overall majority in the first round of voting. The Government must enjoy the confidence of the Parliament (eduskunta) which has 200 members elected by direct proportional vote every four years.

As a member of the European Union since 1995 Finland promotes democracy, the rule of law and human rights, in line with long-established Nordic values. Finland joined the Third Phase of Economic and Monetary Union (EMU) in 1999. On Finland's initiative, the Union is pursuing a Northern Dimension policy whose aim is to enhance cooperation with Russia and other partners in economic management, energy, the environment and other fields. Together with the other Nordic countries, Finland has a close partnership with Estonia, Latvia and Lithuania and contributes to the Baltic Sea, Barents Sea and Arctic collaborative forums.

Finland has also supported the enlargement of the EU. While remaining militarily non-allied, Finland works actively for the strengthening of the EU's common foreign and security policies as well as its capability to act in crisis management. In addition, Finland is one of the leading participants in UN peacekeeping activities.

1.5 Industry and Economy

Finland's road to industrialisation started in the 19th century with the harnessing of forest resources. Forests are still Finland's most crucial raw material resource, although engineering and high technology industries have long been the leading branches of manufacturing. Along with forestry products, the most important exports are telecommunications equipment, and Finland is one of the few European countries whose exports exceed imports in data and communication technology. Finland is among the most "online nations" in the world, as a very high percentage of the population has access to mobile communication devices and Internet. The net wealth of Finnish households is at the average level for member states of the European Union.

1.6 Education

Education is highly valued in Finland. Finnish education policy aims to provide all citizens with equal educational opportunities. A high level of education is one of the cornerstones of the Finnish national strategy. Education is free of charge at all levels when it leads to a qualification. With such a strong emphasis on education, it is no surprise that literacy rate is 100% in Finland. Finnish students have also excelled in PISA (Programme for International Student Assessment) evaluations. The Finnish education system consists of basic education, post-comprehensive education, higher education and adult education. All children receive compulsory basic education between the ages of 7 and 16. Education beyond the age of 16 is voluntary. Most pupils continue from comprehensive school to post-comprehensive school. They can choose either a three-year course at an upper secondary school or a three-year course at a vocational school.

1.7 Higher Education

The Finnish higher education system consists of two complementary sectors: universities and polytechnics (also known as universities of applied sciences). There are 14 universities and 24 polytechnics in Finland.

Polytechnics (or Universities of Applied Sciences) offer work-related education in response to labour market needs. The system of Finnish polytechnics was built in the 1990s to create a non-university sector in higher education. Polytechnics provide non-university vocational higher education usually in a multidisciplinary environment for those who have completed either the matriculation examination or an upper secondary level vocational qualification. The completion of a Bachelor's degree takes 3.5–4.5 years. Since 2005, polytechnics have also been offering postgraduate polytechnic degrees (Master's level).

Universities are academic or artistic institutions whose basic mission is to carry out research and provide education based on it. Universities must promote free research and scientific and artistic education, provide higher education based on research as well as educate students to serve their country and humanity. In carrying out this mission, universities must interact with the surrounding society and strengthen the impact of research findings and artistic activities on society. Universities confer both undergraduate Bachelor's and Master's degrees and postgraduate Licentiate and Doctoral degrees.

Under the new Universities Act (passed by the Parliament in 2009), Finnish universities are either independent corporations under public law or foundations under private law (Foundations Act). Their operations are built on the freedom of education and research and university autonomy.

In general, being admitted as a student to a Finnish university is fairly difficult. Only a fraction of those with a matriculation examination certificate or with a Bachelor's degree, are accepted to pursue studies at university. Because there are many more applicants than there are places available, universities use different kinds of student admission criteria.

1.8 University Degrees

1.8.1 Undergraduate Degrees

Universities provide lower (Bachelor's degree) and higher (Master's degree) undergraduate academic degrees. Undergraduate degrees are usually taken in degree programmes. As a multidisciplinary and objective-oriented entity, a degree programme aims at the combination of scientific knowledge, theory and practice. Several degree programmes have two or more alternative majors (options).

The Bachelor's degree (lower undergraduate academic degree) usually includes basic and intermediate studies and a Bachelor's thesis. The completion of a Bachelor's degree (180 ECTS credits) usually takes approximately three years in total.

The Master's degree (higher undergraduate academic degree) is the most common undergraduate degree in Finland. Advanced studies and a Master's thesis are completed at the Master's level. The completion of a Master's degree (120 ECTS credits) usually takes approximately five years in total (two years after the Bachelor's degree). Due to the relatively high level of academic freedom in Finnish universities, the duration of studies can be longer, although restrictions have been set regarding the maximum duration.

1.8.2 Postgraduate Degrees

The scientific postgraduate degrees available are the Licentiate degree and the Doctoral degree. After completing the Master's degree, graduates can go on to study for a postgraduate degree.

Students may take **the Licentiate degree** before taking the Doctoral degree. However, the Licentiate degree is an optional degree and it is not even offered in all fields of study. The completion of a Licentiate degree takes about two years after the Master's degree. In the fields of medicine, dentistry and veterinary medicine, the higher undergraduate degree is the Licentiate degree, which otherwise is the first postgraduate degree.

The requirement for the completion of **the Doctoral degree** is the preparation of a doctoral dissertation. Full-time studies for a Doctoral degree take about four years after the completion of the Master's degree.

1.9 Useful Links

Weather in Finland:

<http://en.ilmatieteenlaitos.fi/weather/joensuu>
www.foreca.com/Finland/Joensuu

Database on Finnish Law:

www.finlex.fi/en/

Statistical data on Finland:

www.stat.fi/index_en

News in English:

www.yle.fi/uutiset/news
www.helsinkitimes.fi/

General information:

www.finland.fi
www.infopankki.fi
www.visitfinland.com
www.lonelyplanet.com/finland
www.eurooppatiedotus.fi
www.finnfacts.fi/eng/
www.journey.fi

Information on education and training and in Finland:

www.cimo.fi
www.studyinfinland.fi
www.oph.fi
www.minedu.fi

Learn Finnish:

www.uuno.tamk.fi
<http://yle.fi/vintti/yle.fi/supisuomea/index.html>
<http://oppiminen.yle.fi/suomi-finnish>
<http://donnerwetter.kielikeskus.helsinki.fi/finnishforforeigners/parts-index.htm>
www.studyinfinland.fi/study_options/studying_finnish/studying_finnish_abroad

The Finnish education system:

www.oph.fi/english/education/overview_of_the_education_system

2 Finnish State Regulations

2.1 Visa and Residence Permit

2.1.1 Citizens of the European Union (EU), European Economic Area (EEA) or Switzerland

Students coming from the **Nordic countries** (Denmark, Iceland, Norway and Sweden) are allowed to arrive, reside, study and work without residence permits in Finland.

Citizens of the member states of **the European Union (EU) and the European Economic Area (EEA) or Switzerland** do not need a residence permit either. However, if you are staying in Finland for longer than three months (90 days) you must register at the local police station after your arrival in Finland (see paragraph 2.2.1). The members states of the European Union (EU) are Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the United Kingdom. In addition to the EU member states, also Iceland, Liechtenstein and Norway are European Economic Area (EEA) countries.

As a rule, a foreign citizen must carry a **valid passport** in order to enter Finland. Since the Schengen Agreement has been applied in Finland (2001), transiting (including flights) from one country to another within the Schengen Area is done without border controls. The following countries are parties to the Schengen Agreement: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, and Switzerland.

Nevertheless, citizens of Schengen countries must have a passport or an internationally recognised official identity card during their stay in Finland. It is sincerely recommended that those coming from Schengen countries bring a passport with them to Finland. It is absolutely necessary in case you desire to travel outside the EU from Finland, e.g. to Russia. Students who are citizens of an EU country can enter Finland with their EU Identity Card. If they are planning to travel outside the EU during their stay in Finland, they need a passport.

2.1.2 Non-European Union (Non-EU) and Non-European Economic Area (Non-EEA) Citizens

Non-EU/non-EEA citizens (from countries located in the following continents: **Africa, Asia, Australia, North-America and South-America**) intending to enter Finland for longer than three months must apply for a residence permit at the nearest Finnish Embassy or Consulate in their home country before their arrival in Finland. The residence permit must cover the entire period of stay in Finland. Even if the studies last for more than a year, the residence permit is usually granted for one year at a time. The application for an extension of the residence permit can be done at the police station in Joensuu (please see paragraph 2.3.).

Once you have received the Certificate of Admission from the University of Eastern Finland, please submit your application electronically at www.migri.fi → Submit your application online. Applying electronically is the fastest way to get residence permit decision. You can also submit the application to a Finnish Embassy in your home country. If there is no Finnish Embassy in

your home country, you should contact the Finnish Embassy nearest to your home country. A list of Finnish Embassies around the world can be found at: www.formin.fi → In English → Diplomatic missions → Finnish missions abroad by country.

Although the residence permit application can be submitted electronically, you need to visit a Finnish Embassy to verify your identity and to present the original documents. You will also be fingerprinted for a biometric residence permit card. Your application cannot be processed until you have visited the embassy. A processing fee of EUR 300 will be collected at the embassy when you submit your application. The fee will not be refunded even in the event of a negative decision.

The Finnish Embassy will submit your residence permit application to the Finnish Immigration Service (Migri) for a decision. It can take approximately 1–3 months to get a residence permit depending on the country you are coming from.

In order to have a residence permit granted non-EU/non-EEA citizens must demonstrate that their livelihood is secured either with a deposit in your own bank account or with an official scholarship/grant. To pay for your accommodation, food and other expenses, the Finnish Immigration Services requires that you have a minimum of EUR 560 for each month that you intend to stay in Finland (ie. EUR 6720 for a one-year residence permit). A written guarantee of sponsorship from a private person such as family member, friend or employer is not accepted.

In addition, non-EU/non-EEA citizens must have a valid health insurance to cover the costs of medical treatment. For more information about the health insurance, please see paragraph 7.1.

Do not acquire airline tickets before the residence permit has been granted to you. It cannot be guaranteed that the residence permit decision will be ready before your flight to Finland, especially if your application is incomplete or submitted late.

List of obligatory appendices to the residence permit application:

- original certificate of admission to the university
- certificate of health insurance indicating
 - name of the insured person
 - insurance coverage and amounts of benefit
 - validity period of the insurance
 - geographical area in which the insurance is valid
- documentation of a secured livelihood
 - bank statement indicating a sufficient deposit in a bank account under your name. A joint account with another person is not accepted
 - official certificate of a grant/scholarship from a government, an organization or an education institution
- passport and a passport photo
 - make sure your passport is valid for the duration of your stay in Finland

If the appendices are not in Finnish, Swedish or English, you must have them translated into one of these languages by an authorized translator. Please take all the original documents with you to the embassy.

As of 1 Dec 2014 it is possible to apply for a Finnish personal identity code at the same time as you apply for a residence permit. Having the personal identity code helps you a lot when taking care of the practical matters in Finland. So please apply for the personal identity code and use it in Finland. The code is a series of digits and letters starting with your date of birth and four digits or letters added at the end.

For further information on residence permits, please see: www.migri.fi/studying_in_finland

2.2 Registration of a Foreigner in Finland

2.2.1 Registration of EU/EEA/Swiss students' right to reside in Finland

Students from the EU/EEA member states or Switzerland can enter the country freely without visa or residence permit. However, if you are staying for longer than three months (90 days) in Finland, you need to **register your right to reside in Finland** at the local police station of your campus town. The registration costs EUR 50. To register you need the following documents:

- national proof of identity or passport
- study certificate from the Student and Learning Services (see paragraph 5.1)
- a proof of your funds or a scholarship to cover your living expenses in Finland (e.g. document from home university stating your exchange period and the scholarship you have received or other proof of how you are going to finance your stay in Finland, for example a letter from your parents)
- adequate health insurance cover

More information about the registration can be found on the website of the Finnish Police: www.poliisi.fi/english → Licenses → Licenses and permits for foreigners. Please note that if you travel abroad (crossing the border of Finland) within the first 90 days of your stay in Finland, the three months period will restart after you return to Finland. In this case, please remember to save all your travel documents. The registration required for EU/EEA citizens is valid for the time being and does not require renewing.

Citizens of the Nordic countries do not need to register at the local police station if they stay in Finland less than six months. If the duration of stay is longer, they are required to register at the local register office (maistraatti).

Police Station in Joensuu

Address: Torikatu 9, PL 75, 80101 Joensuu

The office of foreign affairs is open on Tuesdays, Wednesdays and Thursdays 9:00–12:00 (9am–noon), at other times only by appointment. The appointment is made either in the Internet (www.poliisi.fi/english → Licenses → Making an appointment for police license services) or by calling +358 (0)2995 415 320 during phone service hours Monday–Friday 09:00–14:00 (9am–2pm).

2.2.2 Registration at the local register office (maistraatti), all foreigners

Foreign citizens from all countries, who intend to stay or work in Finland for **at least one year or longer** must also register at the local register office (Maistraatti, www.maistraatti.fi/en). A Finnish municipality of residence is registered for foreigners who have moved to Finland, if they intend to stay here permanently or if they have a residence permit for at least one year. The information of registration is used for various purposes (e.g. elections, taxation, health care, judicial administration, statistical purposes). In order to register, you need to visit the local register office to fill out and sign the registration form.

Documents needed when registering are the following:

- passport
- valid residence permit
- possible certificate of marriage and birth certificates of any children moving with you

On the basis of registration, each foreigner is assigned the same kind of personal identity number as a Finnish citizen has. The personal identity number is used for identification purposes in such places as banks, hospitals and the registration offices of different authorities. The requirement for getting an identity number is that you have a residence permit granted to you at least for one year. Foreigners residing in Finland for a short time only may also obtain a personal identity number if they need it e.g. for the purposes of working. However, foreigners residing in Finland for a short time only do not necessarily have the same rights as foreigners who reside in Finland permanently.

Local Register Office in Joensuu

Opening hours: Mon-Fri 09:00–16:00 (9am–4pm)

Address: Torikatu 36, PL 82, 80101 Joensuu

Tel: +358 (0)29 553 9511

2.3 Extension of Residence Permit for Non-EU Citizens

If the studies last for more than a year, the residence permit is usually granted for one year at a time. Extension of the residence permit can be applied for at the local police station of your campus town. In order to apply for an extension, you must be registered as a full-time student at the University of Eastern Finland, and you should have completed an average of 40–60 ECTS credits per academic year. If your study performance is poor, an extension of the residence permit may be denied. In addition, sufficient income (EUR 560 per month) must be secured and proved for each applied year of extension. Please note that tourist visas cannot be extended in Finland.

If you are planning to travel back to your home country and your residence permit expires before you come back to Finland **you can apply for a renewal either:**

- at the local police station in Joensuu before going back to your home country. Please note that you must collect the granted residence permit at the local police station in Joensuu. The residence permit cannot be posted to you or collected at a Finnish diplomatic mission abroad. Extension of the residence permit can be applied six months prior to the expiry date at the earliest.
- by applying for a visa (unless you come from a country whose citizens can enter Finland free of visa) at the Finnish Embassy in your home country and submitting your residence permit application after your return in Joensuu. Please note the possibly longer processing times.

Documents needed when applying for an extension of the residence permit are the following:

- study certificate
 - You can get this from Student and Learning Services (see paragraph 5.1). Please note that you must register for the following academic year before going to the police station. The police will not accept the study certificate from the current/previous academic year.
- transcript of academic records
 - You can also get this from Student and Learning Services.
- proof of sufficient means to support your stay
 - EUR 560 per month (12 months x EUR 560 = EUR 6720).
- application fee of EUR 119
- passport
- valid health insurance, which covers the whole period of the applied
 - Please see paragraph 7.1 for more details

- one passport-sized photos
 - check the requirements at: www.poliisi.fi → Licences → Passport → Passport photo guidelines
- application form
 - can be downloaded at: www.migri.fi → E-services → Application forms ([www.migri.fi/services/ application forms /residence permit application forms](http://www.migri.fi/services/application_forms/residence_permit_application_forms))

2.4 Notification of Move

If you are staying in Joensuu for longer than three months, you are required to complete a **Notification of Move form**. You can pick up this form at any Post Office, local register office or print it at www.posti.fi/changeaddress. The form can be returned to any post office. If you need help with filling the form out, please ask for instructions at International Mobility Services.

2.5 Working and Taxation

The unemployment rate is presently high in Finland and the chances of getting a job are unfortunately limited. Moreover, finding a job without excellent knowledge of the Finnish language is hardly possible. Therefore, international students should not count on financing their studies by working (not even part-time working) in Finland.

For job offers and general information on working in Finland, please see e.g.

www.aarresaari.net

www.mol.fi (Ministry of Labour)

www.guidetoworkinginfinland.fi/

www.te-services.fi/te/en/pdf/workinginfinland.pdf

According to international agreements, international students (under a residence permit issued for studies) are allowed to work in Finland without a work permit (työlupa) for a maximum of 25 hours per week during academic semesters and full-time during holidays. Earnings from part-time work during academic semesters may be included in the amount of funds required for a residence permit. Please note that this is not possible when applying for the first residence permit.

Foreigners must have work permits if they intend to engage in gainful employment while in Finland. There are some exceptions to this rule as citizens of the Nordic countries (e.g. Sweden, Norway, Denmark and Iceland) or citizens of the EU/EEA countries do not need a work permit. Additional information about work permits and applications is available on the website of the Finnish Immigration Service: www.migri.fi/working_in_finland

Persons residing in Finland for less than 6 months are considered as non-residents. They pay tax in Finland only on income. The amount of salary does not affect the tax rate. Apart from the tax, the employer is also required to deduct an employment pension contribution and an unemployment insurance contribution. For persons who have been residing in Finland for more than 6 months the taxes to be paid are determined in accordance with the statutes of the Income Tax Act and at the same rate as for permanent residents. Taxation also depends on the tax agreements ratified between Finland and the home country of the foreigner.

The employee must obtain a tax card (verokortti) from the local tax office for tax withholding. The tax card should then be given to the employer. To obtain a tax card, you should give the tax office the required application form with your name, address, personal identity number (applied from local register office) and a reasonable estimate of your income during the calendar

year. They will calculate the tax percentage based on this estimation and this tax percentage will then be recorded on your tax card.

For further information, please visit: www.vero.fi

Other useful information concerning employment contract, working time, wages, annual holidays, etc, please see www.tyosuojelu.fi/fi/workingfinland/

Tax Office in Joensuu (Pohjois-Karjalan verotoimisto)

Opening hours: Mon-Fri 09:00–16:15 (9am–4:15pm), during summertime 1 Jun–31 Aug, Mon–Fri 9:00-15:00 (9am–3pm)

Address: Torikatu 36 A, 80101 Joensuu

Tel: +358 (0)20 612 000

2.6 Embassies and Consulates

A list of **Finnish Embassies and Consulates** around the world can be found on the Ministry for Foreign Affairs of Finland website: www.formin.fi → In English → Diplomatic missions → Finnish missions abroad by country.

You may want to contact the **embassy or consulate of your home country** while in Finland. Please see the contact details on the website of the Ministry for Foreign Affairs of Finland: www.formin.fi → In English → Diplomatic representation of foreign states in Finland / Helsinki Diplomatic List.

3 University of Eastern Finland

The University of Joensuu and the University of Kuopio merged on 1 January 2010 to constitute the **University of Eastern Finland**. With approximately 15 000 students and 2800 members of staff, the University of Eastern Finland is one of the largest universities in Finland. The university has campuses in the towns of Joensuu, Kuopio and Savonlinna.

3.1 Faculties, Schools and Departments

Faculty of Health Sciences

A.I. Virtanen Institute for Molecular Sciences

- Biotechnology and Molecular Medicine
- Neurobiology

School of Pharmacy

Department of Nursing Science

School of Medicine

- Biomedicine
- Public Health and Clinical Nutrition
- Clinical Medicine
- Dentistry

Lab Animal Centre

Faculty of Science and Forestry

Department of Biology

Department of Physics and Mathematics

Department of Applied Physics

Department of Chemistry

School of Forest Sciences

School of Computing

Department of Environmental Sciences

Mekrijärvi Research Station

SIB Labs Infrastructure Unit

Faculty of Social Sciences and Business Studies

Department of Geographical and Historical Studies

Department of Business

Department of Law

Department of Health and Social Management

Department of Social Sciences

Karelian Institute

Centre for Tourism Studies

Philosophical Faculty

School of Humanities

- Finnish Language and Cultural Research
- Foreign Languages and Translation Studies

School of Educational Sciences and Psychology

- Special Education
- Education, Adult Education and Career Counselling
- Psychology

School of Applied Educational Science and Teacher Education



- Joensuu
 - Savonlinna
- School of Theology
- Western Theology
 - Orthodox Theology

University Teacher Training Schools in Joensuu and Savonlinna

For further information about the Faculties, Schools and Departments of the University of Eastern Finland, please see www.uef.fi → Faculties and Departments.

3.2 Degree Programmes

The main language of instruction at the University of Eastern Finland is Finnish and therefore most of the **degree programmes** are available only in Finnish. At the University of Eastern Finland, undergraduate studies leading to a Bachelor's degree are offered in Finnish only, and students wishing to take a Bachelor's degree at the University of Eastern Finland should therefore have an excellent command of the Finnish language. Applicants to Bachelor's degrees programmes need to take part in entrance examinations, which are also held in Finnish. Further information: www.uef.fi/admissions

3.2.1 International Master's Degree Programmes

Only students who have already obtained a Bachelor's degree from a university may apply for studies leading to a **Master's degree**. The Bachelor's degree must be in the same or relevant field as the intended Master's degree. It is not possible to switch to a completely new field of study between the Bachelor's and Master's degree. Please note that only some of the Master's degree programmes at the University of Eastern Finland are offered in English. International students are accepted to pursue Master's degree programmes taught in English on the basis of their admission documents: Bachelor's degree certificate, transcript of academic records, English language proficiency test, motivational letter and references.

The University of Eastern Finland offers the following International Master's degree programmes:

Erasmus Mundus Master's degree programmes (study grants available for students)

- Clinical Linguistics (EMCL)
- Color in Informatics and Media Technology (CIMET)
- European Forestry
- Optics in Science & Technology (OpSciTech)

The Cross Border University (CBU) Master's degree programmes (Finnish-Russian cooperation included in the programmes)

- Forestry (CBU FOR)

Other Master's degree Programmes

- Atmosphere-Biosphere Studies (ABS)
- Bio-Economy and Natural Resources Management (ECORES)
- Border Crossings: Global and Local Societies in Transition
- Computational Biomedical Engineering (CBM)
- Early Language Education for Intercultural Communication
- Educational Sciences
- English Language and Culture
- Environmental Biology (EnvBio)

- Environmental Policy and Law
- General Toxicology and Environmental Health Risk Assessment (Environmental Health, GTE)
- General Toxicology and Environmental Health Risk Assessment (General Toxicology, GTG)
- Green Biotechnology and Food Security
- Health and Business
- Health Promotion in Nursing Science (MNS)
- Information Technology (IMPIT)
- Innovation Management
- International Business and Sales Management
- International Economic and Resources Law
- Linguistic Sciences
- Photonics
- Public Health (MPH)
- Public Health Nutrition (MPHN)
- Research Chemists
- Service Management
- Transatlantic Forestry Master (TransFor-M)
- Wood Materials Science

Students do not pay any tuition fees at the University of Eastern Finland. However, students must be able to cover all expenses themselves. The University of Eastern Finland has no scholarship programmes and it cannot offer any financial aid to international students. Because education is free in the University of Eastern Finland, there are no scholarship programmes available for undergraduate students (Bachelor's and Master's degree) either. You should therefore look for scholarship and grant possibilities in your home country.

For further information (e.g. application periods, application form and admission requirements) about the International Master's Degree programmes, please see: www.uef.fi/admissions.

3.2.2 International Doctoral Degree Programmes

Students who have completed a Master's degree can apply for **postgraduate studies leading to a Licentiate or Doctoral degree** at the University of Eastern Finland. As of 2013, all doctoral education is arranged as Doctoral Programmes. Doctoral Programmes will cover all scientific fields of the University and all doctoral students will complete their studies in Doctoral Programmes. The right to doctoral studies is applied for from the faculty concerned. For more information, please see www2.uef.fi/en/uef/jatkokoulutus

3.3 International Non-Degree Programmes and Other Studies for Exchange Students

On the Joensuu Campus, exchange students can apply to the following **non-degree programmes/studies**:

- Approaches to Theology
- Business and Management
- Courses in English Language and Culture
- Education and Adult Education, Special Education, Career Counselling
- Finnish Culture Study Programme for Exchange Students
- Foreign Languages and Translation Studies

- History, Geography and Environmental Policy
- Information Technology and Computer Science
- International Study Programme in Education
- International Study Programme in Environmental Science and Forestry
- Karelia, Russia and the Baltic Area Programme
- Law
- Linguistics and Language Technology
- Professional Intercultural Competence
- Psychology Courses for International Exchange Students
- Social Sciences
- Teaching Foreign Languages to Young Learners

In addition, exchange students may take courses from the International Master's degree programmes, provided they meet the course requirements. The Master's degree programmes on the Joensuu campus are the following:

- Early Language Education for Intercultural Communication
- Educational Sciences
- Linguistic Sciences
- English Language and Culture
- European Forestry
- Wood Material Science
- Environmental Biology
- Photonics
- Chemistry
- Information Technology
- Border Crossings
- Environmental Policy and Law
- International Economic and Resources Law
- Service Management

Exchange students are non-degree students who intend to study at any of the campuses of the University of Eastern Finland for one or two semesters. These students participate in bilateral or international student exchange programmes (e.g. Erasmus, FIRST, Campus Europae, ISEP, Nordplus/Nordlys, North-South-South or other bilateral agreements). Exchange student applicants must have completed at least one year of studies at their home university in order to be eligible to enrol at the University of Eastern Finland.

Visiting students are non-degree international students who intend to study at any of the campuses of the University of Eastern Finland for one or two semesters, and who do not participate in bilateral or international student exchange programmes (e.g. Erasmus, FIRST, other bilateral agreements). Visiting students are non-degree students and therefore no official diploma or degree certificate is available after the study period (apart from an official transcript). Please note that studies intended for visiting students cannot be guaranteed in all departments of the University of Eastern Finland. Applicants must be registered at their home university and they also need to be recommended for admission by the home university. Applicants must have studied for at least one academic year at a university in a related study field. Applicants must have good command of spoken and written English. The tuition fee for visiting students is EUR 3500 for the full academic year or EUR 1750 for one semester. The tuition fee will also be collected when the study period is shorter than one semester (e.g. a visiting student staying at the University of Eastern Finland for three months will pay a tuition fee of EUR 1750). Visiting students cannot register before the tuition fee is paid, and proof of the payment is required to

be presented upon registration. The University of Eastern Finland does not offer scholarships or other financial support for visiting students.

Erasmus training or Freemover training is suitable for those non-degree exchange students who intend to do training (e.g. placement, research work) in one of the departments of the University of Eastern Finland. The length of Erasmus or Freemover training is either one or two semesters (or in some cases a shorter period), but always a minimum of three months. Please note that there is a limited amount of training options available on the Joensuu Campus, and departments are not obligated to organise training for the applying students. Please also note that during the training exchange students are not allowed to do regular study courses at the University of Eastern Finland.

Application deadlines for all exchange students (Exchange students, Visiting students, Erasmus or Freemover Training):

30 April	for Autumn Semester (September - December) or Full Academic Year (September - May)
30 September	for Spring Semester (January - May)

For further information about exchange and applying, please see: www2.uef.fi/fi/studies/how-to-apply

4 Studying at the University of Eastern Finland

4.1 Registration to the University for Exchange Students

Exchange students are required to register at Student and Learning Services in person. Upon registration, your information will be entered into the student register and you will be given a student number and a user account for the university's IT services (email, WebOodi). Please note that if your study period continues after December, even for one month, you must register as being present for the spring semester also.

The following documents are needed upon registration:

- Personal ID (passport or ID card in English/Latin alphabet)
- Registration form
- Receipt indicating the payment of the Student Union membership fee
 - Please note that joining the Student Union is highly recommended (for student benefits), but not compulsory for exchange students.

The Student Union **membership fees** are confirmed annually; for the academic year 2015–2016 they are EUR 126 (full academic year) and EUR 65 (for one semester). Students who stay in Finland for less than three months cannot join the Student Union. Forms for the payment of the Student Union membership fee can be obtained from the Student Union office or Student and Learning Services. You can also see the **payment details** in paragraph 6.1 of this guide, where you will find further information on Student Union and student benefits as well as on how to order the **student card**. See also www.uef.fi/studies.

When you register at the university, you will get a confirmation of registration. By showing this confirmation, you will get a discount on meals at the campus restaurants and you are entitled to use the services provided by Finnish Student Health Service (FSHS) until you get your student card. You will also get instructions on how to activate your user account for the university's IT services upon registration.

The user account can be used in approximately 1 hour after the activation. Do note, however, that your user account may not have all the necessary user rights at once, as for example new students get their final user rights only after registering at the university and after their information has been updated in the IDM system. This can take up to one day.

4.2 Registration to the University for Degree Students

All degree students must register to the university and pay the Student Union membership fee by 4 September 2015. An overdue payment (re-registration fee) will apply in the case of registering after the deadline. Registration at the university comes under the provisions of the Universities Act (558/2009) and the Student Union Decree (116/1998).

4.2.1 International First-year Master's Students

Prior to registration, **first-year students are required to formally accept their study place** by sending a confirmation form to the Admission Services/Student and Learning Services. Please check the programme-specific deadline for returning the confirmation of acceptance letter. This is an absolute deadline and will be treated as such. If your confirmation form reaches the University of Eastern Finland after the deadline, you will forfeit your study place.

The academic year at the University of Eastern Finland officially begins on 1 August and ends on 31 July. The autumn semester courses will begin on 1 September 2015 and the spring semester courses on 11 January 2016. As a rule, no courses will be organized during the summer months (June–August).

All new international students must register as being present in person at the Student and Learning Services. Upon registration, your information will be entered into the student register and you will be given a student number and instructions for activating your user account for the university's IT services (email and WebOodi).

Please present the following documents upon registration:

- identification card (ID card or passport in English/Latin alphabet)
- registration form duly filled out and signed
- receipt of the payment of the Student Union membership fee (a receipt issued by your bank, an ATM receipt or a print out from your online bank). See paragraph 6.1. "Membership and Student Card".

You should register in person at the Student and Learning Services by 4 September 2015. If it is not possible for you to arrange your arrival by this date, you should contact Student and Learning Services ([opiskelu\(at\)uef.fi](mailto:opiskelu(at)uef.fi)) and explain your situation.

The Student Union **membership fees** are confirmed annually; for the academic year 2015–2016 they are EUR 126 (full academic year) and EUR 65 (for one semester). Students who stay in Finland for less than three months cannot join the Student Union. Forms for the payment of the Student Union membership fee can be obtained from the Student Union office or Student and Learning Services. You can also see the **payment details** in paragraph 6.1 of this guide, where you will find further information on Student Union and student benefits as well as on how to order the **student card**. See also www.uef.fi/studies

When you register at the university, you will get a study certificate as a confirmation. By showing the certificate, you will get a discount on meals at the campus restaurants and you are entitled to use the services provided by Finnish Student Health Service (FSHS) until you get your student card.

Student and Learning Services

Joensuu Campus, Aurora building, Entrance A, Ground floor

Service hours 1.8.–15.9.2014: 10–15 (10 am–3 pm) (Monday – Friday)

Service hours as of 15.9.2014: 10–15 (10am–3 pm) on Mondays, Tuesdays, Thursdays and Fridays, **closed** on Wednesdays.

tel. +358 294 458 263, +358 294 458 188

[opiskelu\(at\)uef.fi](mailto:opiskelu(at)uef.fi)

4.2.2 Registration as Being Absent

According to the Universities Act, a first-year student may register as absent for the academic year for the following reasons only:

- 1) service under the Conscription Act (1438/2007), Non-Military Service Act (1446/2007), or Act on Women's Voluntary Military Service (194/1995);
- 2) maternity, paternity or parental leave;
- 3) the student cannot begin studies due to being incapacitated by personal illness or injury. (In this case, it could be made clear that this entails incapacity for the entire semester (or academic year).)

If you register as absent you must prove the legal grounds for your absence. See www.uef.fi/en/studies/documents-for-absence for details of required documents. Documents proving the legal grounds for your absence should be sent via email or post, or presented to the Student and Learning Services (email: [opiskelu\(at\)uef.fi](mailto:opiskelu(at)uef.fi) or post: Student and Learning Services, P.O. Box 111, FI-80101 Joensuu, Finland). Your documents must be received by 30.9.2015. Documents sent by post must also arrive by this deadline. If you do not present your documents by the deadline, you will lose your right to study.

Students registering as being absent will not take any courses or sit any exams during the semester/academic year in question. Students who have registered as being absent will not pay the Student Union membership fee and thus are not entitled to any student benefits. Students registering as being absent should also register within the registration period.

It is possible to change the registration status from absent to present at any time during the academic year. In this case you must pay the Student Union membership fee and present the payment receipt at Student and Learning Services. For bank account details and your personal reference number, please contact Student and Learning Services at [opiskelu\(at\)uef.fi](mailto:opiskelu(at)uef.fi).

4.2.3 Registration after the First Year

The academic year at the University of Eastern Finland begins on 1 August and ends on 31 July. Students who are already enrolled at the university should register for the academic year 2015–2016 between **1 May and 15 September 2015**. **All students must register for each academic year either as being present or absent.** Students who fail to register at the university during the registration period will lose their right to study and their information will be removed from the university registers. In that case, students must re-apply for admission and pay a re-registration fee (EUR 35) in addition to the Student Union membership fee (the collection of the re-registration fee is stipulated in the Ministry of Education decree 1082/2009).

Students should register electronically in WebOodi and pay the Student Union membership fee upon registering as being present. The payment can be made online via several banks. You can also print out a payment form with which you can pay the fee at your bank. Also registrations as being absent should be done in WebOodi.

More information, please see: www.uef.fi/en/studies/undergraduate-students-already-enrolled-at-uef

Please remember that you have to collect a semester sticker for your student card at the Student Union Office each academic year. Without a valid sticker in your student card, you will not be entitled to discounts and other benefits for students.

4.2.4 Delays in Registration or Failure to Register

A student who fails to register during the registration period will be removed from the university registers and he or she will need to re-apply for admission as a student using a separate form. The student will also be charged a re-registration fee (EUR 35) in addition to the Student Union membership fee (the collection of the re-registration fee is stipulated in the Ministry of Education decree 1082/2009).

4.2.5 Registration for One Semester Only

If you are starting your second year or higher and you plan to take studies in either the autumn or spring semester only, you may register as being present for one semester only

(autumn/spring semester). In that case, you only need to pay the fee of one semester (EUR 65 in 2015–2016). If you have registered as being present for the autumn semester only but later decide to continue studying also in the spring semester, you need to pay the one-semester fee before 15 January 2016.

The registration period for the spring semester only is from 1 December 2015 to 15 January 2016, and the registration should be done in WebOodi.

4.3 Academic Calendar

	Autumn semester 2015	Spring semester 2016
Registration for new degree students	Latest 4 September (full academic year)	1 December – 15 January
Orientation programme	1–4 September	11–13 January
Teaching begins	1 September	11 January
Christmas break	19 Dec 2015 – 10 Jan 2016	-
Easter break	-	24–30 March
Teaching ends	18 December	27 May

4.4 Electronic Services

4.4.1 WebOodi

Oodi is a student information system that supports studies and teaching. Oodi has different interfaces for different user categories. The student interface is **WebOodi**, which is also available in English.

WebOodi allows students to:

- change their contact information
- obtain their student number
- view the record of their completed studies
- browse current schedules and descriptions of courses
- register for most courses and exams

WebOodi requires a username and password, which you will receive after you have registered to the University of Eastern Finland. However, information about courses (course descriptions and schedules) can be accessed without logging in.

When you change your contact information in WebOodi, make sure that all contact details both in Finland and in your home country remain in the system. Do not remove your University of Eastern Finland email address from your contact details. Please note that if you decide to use your personal email address instead of the UEF email, you may not be able to register for Moodle online courses. Moodle courses require a working UEF email address. Please also make sure that both of your addresses (campus town in Finland and home country address) are visible in WebOodi. If there are technical problems with WebOodi, please contact the WebOodi support by sending an email to: oodituki(at)uef.fi.

4.4.2 University's Intranet

The university's **Intranet** is also available for registered students, and it features, e.g. news and announcements of the university and an electronic notice board. The Intranet can be accessed via the university's home page at www.uef.fi → Intra (on the top of the page).

4.4.3 Moodle

Moodle is an online learning environment, which is used on some of the courses offered at the University of Eastern Finland. During a Moodle course, you might for example be required to take part in online discussions and possibly hand in assignments online. You can access Moodle with your university username and password via the university's home page at: www.uef.fi → Shortcuts → Moodle. When entering Moodle, you first have to search for the course you want to attend. You can search courses by name. Remember that you have to register for courses also in Moodle, even if you have already registered in WebOodi. To register for a course in Moodle, you need to ask for a 'registration key' from the course leader.

4.4.4. Wireless Network Eduroam

The University of Eastern Finland offers its staff, students and visitors access to a WLAN network, which requires user authentication. The EDUROAM worldwide roaming access service is intended for University of Eastern Finland users who have a personal UEFAD user account, but whose terminal equipment (workstation or mobile phone) is not registered to the UEFAD domain. The UEFAD username for students should be given in the form username@student.uef.fi and for staff members username@uef.fi. For more information see: www.uef.fi/en/tike/henkilokunnan-ja-opiskelijoiden-langattomat-verkkoyhteydet

4.5 Scheduling Your Studies

Degree students make a personal study plan in cooperation with the academic coordinator of their Master's Degree programme, if other instructions are not given.

Both degree and exchange students can find course descriptions and course schedules in WebOodi. Please remember that you have to register for all courses and exams separately and well in advance in WebOodi. Note also that there are course-specific registration periods for courses and exams. Course information can also be found at www.uef.fi/en/studies/study-programmes-in-english. More detailed information about courses can be obtained from the contact person of each course as well as from International Academic Coordinators on each department.

International Academic Coordinators and Coordinators of International Master's Degree programmes are usually the best source of information when scheduling your studies, as they are academic staff members at your host department. Coordinators are able to advise you or forward you to the right person with your questions related to courses, timetables, registration, exams etc. You can find the coordinators' contact details at www.uef.fi/studies/international-academic-coordinators.

4.6 Essentials of Studying

Your **student number** is your most important identification at the University of Eastern Finland. You can find your student number (six digits) on WebOodi. When you are logged on you can

see your student number next to your name in the top left corner. Your student number is mentioned also in your study certificate, which you can obtain after your registration to the university. Please remember to mention your student number in all your enquiries to the staff of the university (e.g. teachers, coordinators, Student and Learning Services), and you also need to write it down to exam papers in all exams. Please also note that your student number is different than the number on the back of your student card.

Academic freedom is one of the basic values of the Finnish university system. It emphasises independent study and opens up many possibilities to students. Students can basically choose what to study and when to study. For example, it is not always compulsory to participate in all lectures, but presence is obligatory in some practical teaching, group work and language courses. Academic freedom goes hand in hand with academic responsibility: it is up to the students themselves to plan, schedule and complete their studies.

Courses can last for one semester or they may begin and finish at any time during the semester. During an intensive course there can be six hours of lectures and/or laboratory exercises per day, but during a less intensive course there might be meetings of two or four hours per week. The duration of the course may also vary from a few intensive days to several months. In many departments, courses are not spread over the whole semester. Therefore, the actual starting and ending date of studies depends on the field of study and the courses taken. Usually no courses are organized during the summer months (June–August). However, the practical training may be possible during the summer months.

Course descriptions specify what a student must do in order to earn credits from a course. Also in most cases, the course requirements can be seen in the course description. Courses may include for example lectures and other guided instruction, written examinations, practical exercises, independent work, seminars, a course diary, a term paper, an oral presentation, or even a combination of these. In most study fields, courses form larger modules at three levels: basic or introductory studies, subject or intermediate studies and advanced studies. Course descriptions can be found in WebOodi information system at: <https://weboodi.uef.fi/weboodi/> → In English → Search → Search for instruction and examinations. You can also browse all the courses available by faculty/department by choosing Course catalogues. More detailed information about courses can be obtained from the contact person or teacher of the each course.

Timetables of the courses can also be obtained from WebOodi or from your International Academic Coordinator as soon as they have been confirmed by the Faculty. Usually timetables are available in the beginning of the semester. To search for timetables: <https://weboodi.uef.fi/weboodi/> → In English → Search for instruction and examinations

Course information can also be found at www.uef.fi/en/studies/study-programmes-in-english. Members of the university staff have often allocated office hours during which you can visit them; or you can make an appointment either by phone or email.

Registration for courses is done mainly through WebOodi. Please note that a Learning Agreement is not the same as course registration and does not guarantee a place in the course. You can sign up for courses only after you have arrived in Joensuu and registered in person as being present in the UEF. You are advised to do it during the first days on campus. In some academic subjects and programmes, especially language courses, laboratory courses, field courses, etc., with a limited number of participants allowed, preliminary signing up is especially important. It is important to note that some advanced courses may set requirements on students' skills and background knowledge, and this may limit the participation of some students. Participation may also be limited because of programme regulations, the availability of equipment and/or instruments, or the teaching method employed. Course descriptions identify these limitations when they exist by indicating the required or suggested prerequisites and the

maximum number of participants allowed to sign up. International participants are advised to take note of these limitations. If a student has signed up for a course through WebOodi and then decides not to continue it, he or she should remember to deregister in WebOodi or notify the lecturer.

Information on **teaching and learning methods** is given in the course description for each course. Most courses offered in English are lecture courses. Course participants are generally assessed by written work in the form of reports, research essays or examinations. However, in some cases, lectures are given only in Finnish, and you might have an option to pass the exam by studying English course literature and completing the exam in English. **NB!** It is very important that you always attend the first meeting of each course to obtain all the relevant information, e.g. timetable and all the work required for the completion of the course. Ask questions to make sure that everything is clear to you.

Lectures usually begin a quarter past the hour (e.g. 8:15 am) excluding some group teaching and exams. In Finland these fifteen minutes are called 'an academic quarter'. A lecture lasts for 45 minutes, but double lectures are also common (2 x 45 minutes). Attendance at lectures is usually optional, but often essential for passing the course successfully. Therefore, attending lectures is highly recommended. Most of the teaching is carried out in lecture form although in many study fields **practical training, laboratory work, exercises or group work** play a central role. In these cases, attendance is mostly obligatory. Please make sure you know the requirements for each course, including which parts are obligatory/ optional.

Study tours, excursions and field courses are part of some international study programmes organised on the Joensuu Campus. These offer an opportunity for students to visit and experience various sites in the region and also in other locations around Finland, Russia and the Baltic States. Fieldwork usually involves gaining practical experience through field exercises, some formal lectures and group work. Additional costs may apply to field courses, excursions and study tours. The contact persons for these courses can provide more information and answer any questions you might have.

Course literature is often specified in the course description. This literature is usually available to be borrowed from the University Library. There is also some literature that can be read only in the University Library. The number of copies of books available at the library is limited, so you may have to make a reservation. In some cases, students may obtain assigned literature, e.g., some articles from the office of the department organising the course. Some reading materials are distributed during courses. Questions about specific course literature should be directed to the contact person/teacher of the course.

Some courses can also be completed as **independent study**. This means that reading assignments are given in English and students complete e.g. an essay under the supervision of an instructor. In some study fields, independent studies can be completed by taking examinations on specified books. Some independent study courses have multiple examination dates each semester or year, but others may be scheduled for only one day a year. Confirm the schedule in WebOodi or from your International Academic Coordinator.

There are no special **examination periods** at the University of Eastern Finland. Examinations are scheduled throughout the academic year and not just at the end of each academic period. An examination is usually held at the end of each course. You need to register for each exam in WebOodi well in advance during the course-specific exam registration period. Always attend the first possible course exam date.

Exams always begin precisely at the time announced (on the hour e.g. at 8:00, at 12:00), not quarter past the hour like the lectures. If you arrive late, you will be allowed to come in only during the first 30 minutes of the exam (e.g. by 8:30am, 12:30pm at the latest). Moreover, you will be allowed to finish writing the exam no sooner than 30 minutes after the beginning time.

This means that you can leave the examination room 30 minutes after the beginning of the exam at the earliest. **NB!** Remember to have your student number and ID (e.g. student card) with you when you are entering an exam. Students can only bring their personal writing tools to the examination (unless otherwise instructed). Please also note that you cannot take any materials out of the examination room after finishing the exam (unless otherwise instructed). Most examinations require essay-type answers and have a specified time limit. Questions about the examination policy of each specific course should be directed to the contact person or instructor of the course in the beginning of the course.

In most cases, it is possible to retake examinations if you fail an exam, you cannot participate in it or you wish to get a better grade. There are usually two or three opportunities to take the same examination during the same academic year. However, this practice may vary from department to department. **NB!** All the examination opportunities are not usually offered during the same semester (e.g. if the first exam is held during the autumn semester, the second examination opportunity may be offered during the spring semester). Your academic department is in charge of organising exams and each new examination requires additional effort not only from the participant, but also from the course supervisor. Please also check with your International Academic Coordinator, if your department organises general examination dates during the academic year, and check which exams can be taken during these dates.

Every faculty or department has at least one **general examination day** (yleinen tenttipäivä) per month, except in July. The curriculum (degree requirements, study programmes) specifies the dates and durations of general examinations as well as the studies that can be taken in each general examination. Students must register for a general examination in WebOodi 10 days before the examination date unless the published guidelines state otherwise. The contact persons at the departments can provide more information on the general examination days and procedures.

The University of Eastern Finland has an **electronic examination system**, which makes it possible for the students to take course exams, literature exams and maturity exams electronically in supervised facilities. The electronic exam system is suitable for exams that do not contain the same set of questions for all students. The exam system selects a set of questions for each student from among the questions entered into the system by the teacher. An exam is available in the system for a certain period of time (or until further notice) during which students can take it when best suited for their own timetables. The electronic examination room is located in the Joensuu Campus Library, Carelia Building, 2nd floor, room III (social sciences). For more information see: www.uef.fi/en/opiskelu/sahkoinen-tentti

4.7 Credits, Grades and Transcript of Academic Records

The European Credit Transfer System (ECTS) was developed by the Commission of the European Communities in order to provide common procedures to guarantee academic recognition of studies abroad. It provides a way of measuring and comparing learning achievements, and transferring them from one institution to another. This is achieved through the use of a common ECTS credit unit and a common ECTS grading scale. ECTS also facilitates access to information on foreign curricula.

The Finnish national credit allocation and accumulation system is equivalent to the European Credit Transfer System (ECTS). This means that credit points (opintopiste) are the same as those in the ECTS. A total of 60 ECTS credits will measure the recommended maximum workload of a full-time student during one academic year. Work input for credits can consist of lectures, exercises, seminars, independent study and research and other assignments. The number of possible credits available for a course is announced beforehand and may be divided into individual components. It may be possible for students to earn credits for some of the course components without completing them all.

The official **grading scale** of the University of Eastern Finland is from 1 to 5 (5 being the highest). Some courses may be graded as Pass or Fail, in which case no numerical grade will be given. In a written examination, students normally have to obtain a minimum of 50% of the raw points to gain a Pass from a course.

Grade	Definition	ECTS scale
5	Excellent	A
4	Very good	B
3	Good	C
2	Satisfactory	D
1	Sufficient	E
Pass	Course completed successfully	C

Normally grades are given according to how well you do on your exams or assignments, and each student is assessed according to the goals of the course. The learning outcomes of a course are evaluated, but students are not compared to each other on a statistical basis. When the grade has been given, it cannot be changed anymore. If you want to discuss the principles of grading, please do so at the beginning of the course. Questions concerning credits should be directed to the contact person named in the course description or to the instructor of the course at the first meeting.

The studies completed at the University of Eastern Finland will automatically appear in a **Transcript of Academic Records**. The transcript includes information about completed courses, ECTS credits, grades, names of teachers and an explanation of the grading scale above. The credits will appear in the transcript of academic records only after a course is completed and graded. This takes a few weeks after an exam or other assignment of the course. According to the regulations of the university, lecturers have three weeks' time to correct an exam or other academic assignment. Grades and ECTS credits can be seen in WebOodi, and you can also request and print an unofficial copy of the transcript in WebOodi. Please note that only passed courses show on the transcript.

The official Transcript of Academic Records is available from Student and Learning Services. **Exchange students should remember to request for the transcript when their exchange period is finishing**, because in most cases some courses will still be missing from the records at this point. You can make a request for the transcript by filling out the Departure Information Form and Request for Transcript and returning it in person to Student and Learning Services. Transcript will be sent to your address when it is ready. The request form is available at: www.uef.fi/studies/forms-and-guides → Forms → Departure Information Form and Request for Transcript

Degree students who have completed all the required courses, the thesis and the maturity test are required to fill out a certificate application form and return it to the office of their faculty. Further information about graduation can also be obtained from the faculties.

4.8 Academic Dishonesty

Cheating is considered a serious offence at Finnish universities, and plagiarism constitutes the most serious form of cheating. Plagiarism is a form of academic misconduct in which an

individual submits or presents the work of another person as his/her own. Any instance of plagiarism or suspected plagiarism may have serious consequences for the student.

Students must use a proper academic referencing technique to acknowledge the work or material of other writers which they have looked at and which they have used when preparing their own assignments. Correct and consistent academic referencing technique allows the evaluator to locate the cited sources easily. It is never acceptable to copy a text from any source word for word and use it in an essay in any other form than short borrowings, which should be identified as a citation (direct “quotes”). Paraphrasing (rewording) someone else’s words also requires referencing.

The Universities Act (558/2009), Section 45, states the following on disciplinary actions: ‘A student, who has committed an offence against teaching or research at the university or has otherwise breached university order, may be cautioned or suspended for a maximum of one year as a disciplinary measure, depending on the seriousness of the offence. The decision in regard of a caution to a student shall be made by the rector of the university and in regard of a suspension by the board of the university. Before the resolution of the matter the student shall be verifiably notified of the offence he or she is accused of and given an opportunity to be heard in the matter’.

Cheating in an exam is a serious offence in Finnish universities. Even suspicions of cheating in an exam can lead to serious problems for the student. Please remember that the invigilators have the authority to ask you to leave the exam room immediately, if they consider your behaviour inappropriate. They also decide what is cheating and what is not. So if you are talking with your friend in the exam room and that causes a charge of cheating, there is no use saying that you were only discussing your weekend plans or something else. If dishonest behaviour is noticed only after the examination or in other assignments, the teacher who is responsible for grading can fail the student. Moreover, all cases of academic dishonesty will be reported to the Dean, who will decide on any possible further action.

Plagiarism means copying ideas, thoughts, texts, presentations, inventions etc. and presenting them as one’s own. It is always an insult to good scientific practice and to the teacher in question. **Plagiarism is punishable and will be dealt with even in minor cases. Plagiarism is prohibited in all phases of studies and on all courses.** Being able to separate one’s own ideas from those of someone else and respecting the copyrights of others are among the basic skills university students are expected to master. References to the works of others should be made in accordance with the academic guidelines which can be obtained from the academic department of the student. Allegations of plagiarism are suspicions of fraud and this is why the University of Eastern Finland has guidelines on proceeding in case of academic dishonesty.

As of 2014, the University of Eastern Finland is using an electronic plagiarism detection system, Turnitin. Students can access the system through Moodle and check their assignments before handing them in. If you need help with using Turnitin, please contact IT support services for students at the Oppari Help Desk or oppitupa(at)uef.fi.

Ethical guidelines for teaching and studying can be found at:
www.uef.fi/studies/academic-dishonesty

5 Student Facilities

All campuses of the University of Eastern Finland have various services and facilities available for students. To find your way around your campus, please see the **campus maps** at: www.uef.fi/uef → Contacts. You can also find the locations of auditoriums and lecture rooms from the same link.

5.1 Student and Learning Services

Student and Learning Services (including International Mobility Services) of the University of Eastern Finland offer services to all students to support their studies throughout the entire study path. They also support the pedagogical and technical development of higher education in the University of Eastern Finland. Student and Learning Services help students with general student advising, registration to the university, issues relating to the right to study, study certificates, student register etc.

Student and Learning Services include “**Oppari**”, which has self-study computers for the students, as well as the Helpdesk, where students can easily obtain a variety of information and advice regarding the use of computers, including printing and changing the computer password. See paragraph 5.6.

Student and Learning Services (Including International Mobility Services)

Joensuu Campus, Aurora building, Entrance A, Ground floor

Service hours 1.8.-15.9.: 10–15 (10am–3 pm) (Monday – Friday)

Service hours as of 15.9.: 10–15 (10am–3 pm) on Mondays, Tuesdays, Thursdays and Fridays, **closed** on Wednesdays.

[opiskelu\(at\)uef.fi](mailto:opiskelu(at)uef.fi)

[international\(at\)uef.fi](mailto:international(at)uef.fi)

5.2 Student Tutors

International Mobility Services aim to provide each incoming student with a Finnish student tutor. Student tutoring is mainly available at the beginning of the semesters. Tutors are peer students (mainly Finns), who have volunteered to help international students. Tutors are trained to help incoming students to adapt and integrate to the University of Eastern Finland, the campus, the campus town and Finland in general. **Your tutor/tutors will contact you by email a few weeks before the semester begins.** Therefore, please make sure that you have given a valid email address, which you keep checking regularly. Please also remember to reply to your student tutor when he or she contacts you.

When you have arrived in Finland, you will meet your tutor/tutors and other students in your tutor group. Your student tutor will meet you on arrival (if agreed) and he or she will assist you with the practical matters at the university and everyday routines in Finland. Your student tutor is also a great link to the local student life. Please note that student tutors have their own duties and studies as well and therefore they are not available at all times.

5.3 Orientation for International Students

International Mobility Services organises an orientation programme for new international students two times a year in the beginning of each semester. **During the academic year 2015–2016, Orientation for International Students takes place on 1–4 September 2015 and on**

11–13 January 2016 (same programme). It is very important that every international student attend the Orientation, because it is very difficult to get all the useful information delivered during the Orientation elsewhere. In addition to the essentials of studying at the University of Eastern Finland, you will get a lot of practical information about living in Finland and your campus town. The Orientation is also an excellent opportunity to meet other international students and get to know each other. You will earn 1 ECTS credits if you attend all the lectures and meet all other possible requirements of the Orientation programme. The Orientation programme will be published at www.uef.fi/en/studies/orientation-programme.

5.4 Library

The University of Eastern Finland Library is a public scientific library offering state-of-the-art library and information services especially for the university students and staff, but the library is also open to everyone seeking information. The University of Eastern Finland Library is one single administrative entity, which comprises the campus libraries in Joensuu, Kuopio and Savonlinna, and the Kuopio University Hospital Medical Library. The collections and expertise of the library reflect the academic disciplines represented at the university. The library collections and digital services can be easily accessed from all campuses. The resources of library include printed and electronic materials. The library is also in charge of the electronic publishing activities of the university, and it sells university publications and organises information retrieval courses.

If you have already ordered and received your student card (see paragraph 6.1), you can use it as your library card as well. You can also obtain a library card by filling out and signing a library registration form. You will be requested to present a valid ID. The library card can be used in every unit of the University of Eastern Finland Library. There are also quiet reading rooms in the campus libraries. There you can study for your exams, use the non-borrowable reading room materials or just work in peace and quiet. The computers at the library can be accessed with the university username and password.

The services of the library are available to library users in the campus libraries. All items borrowed from the library's own collections are free of charge to the library users. You can also reserve books from other campus libraries. Furthermore, interlibrary loans (cooperation involving all Finnish university libraries) are available. Please note that fees apply to interlibrary loan services.

The Josku database contains information on all the books and printed journals acquired to the library. You can access the Josku database at <http://josku.linneanet.fi>. The electronic resources of the library (e.g. electronic journals, databases, dictionaries and e-books) are available in the Nelli portal (www.nelliportaali.fi). The e-resources may be used in the facilities of the campus libraries according to the relevant terms of use. As a student of the University of Eastern Finland, you can also access the university's electronic journals, books, dictionaries and databases remotely from your home.

Your student tutor will help you to familiarise with the campus library, and you will also get information about library services during the Orientation. Later during your studies, you can also obtain guidance on information retrieval, and the library staff can also help you with these matters. For more information, please see: www.uef.fi/en/web/kirjasto.

5.5 Oppari

Student and Learning Services support the pedagogical and technical development of higher education in the University of Eastern Finland. **Oppari** (a section of Student and Learning Services) is a modern and innovative studying and learning environment, and it can be accessed

by all university students. There are also services available in the evenings and on Saturdays. An essential part of the services of Oppari is the Helpdesk, where students can easily obtain a variety of information and advice regarding the use of computers, including printing and changing the computer password.

Self-study rooms can be easily accessed on all campuses. On the Joensuu campus, the main services for students (computers, rooms for group working, common room) can be found in the Carelia building.

For further information on the services provided by Oppari, please see:
www.uef.fi/en/web/guest/studies/oppari-it-support-services-for-students

5.6 IT Services, Wireless Network and IT ServiceDesk

Up-to-date and well-functioning computers and technical equipment enable smooth studying and working at the University of Eastern Finland. There are hundreds of **computers** at the university – in the classrooms, self-study facilities, libraries, corridors and offices of the university staff. In addition to the computers, students and members of the staff also have access to other technical equipment, e.g. printers and scanners.

Computers for independent work are available:

- Carelia building, 1st floor (Oppari)
- Agora building, room AG211
- Educa building E301, E302
- Metria building, MP102, MP103

Members of staff and students have access to wireless network services on all campuses of the university. WLAN network Eduroam requires user authentication. Instructions on how to access the WLAN network can be found at: www2.uef.fi/en/tipa/verkkoyhteydet.

If you encounter **problems** with IT services (e.g. related to user accounts, email, software, workstations, passwords, user rights etc.), you can contact IT ServiceDesk located on the 1st floor of the Carelia building (together with library and Oppari service desks).

IT ServiceDesk

Opening hours: Mon–Fri 8:00-16:00 (8 am–4 pm)

Tel. +358 294 458 880

Email: [servicedesk\(at\)uef.fi](mailto:servicedesk(at)uef.fi)

All users of the university's information systems are responsible for complying with the university's information security policy. The Information Security Guide for Students (www.uef.fi/tike/tietoturvaohjeet) contains lots of useful information about information security. The guide covers access rights and passwords, the Internet and email, maintenance and use of personal computers and portable memory devices.

5.7 Language Centre and Finnish Courses

The Language Centre of the University of Eastern Finland offers elementary and intermediate courses in the Finnish language for international students. Students may attend courses in other languages as well, depending on the availability of places. Courses at the Language Centre require registration in advance, as the number of places on courses is limited. Please make sure you sign up for a course in time!

The Language Centre is in charge of all compulsory language courses for undergraduate and postgraduate degree students. Finnish university students are required to take advanced level courses in both official languages of the country (Finnish and Swedish) and in one foreign language, which is usually English. The aim of the language studies is to provide students with language skills needed for both academic and professional purposes.

Language Centre, Joensuu Campus, Aurora building, 2nd floor, entrance B

Tel. + 358 50 572 1822

www2.uef.fi/en/kielikeskus/etusivu

5.8 Printouts, Scanning and Photocopying

All university students are allocated a **printing** account of 400 free pages per academic year. You can use your printing account in the self-study rooms and in the library, when you log on to a computer using your personal username and password. Any unused print quota will not be transferred to the next academic year. Additional printouts cost EUR 0.05/printout. On the Joensuu Campus you can pay for the extra printouts at the Helpdesk in the Learning Centre (Carelia building, 1st floor)

Scanners can be found in the self-study rooms in Carelia building, Agora building and Metria building.

On the Joensuu campus, **copying machines** in the faculty buildings are maintained by the Student Union. The Copying machines are located in the Educa, Natura and Futura buildings, and in addition, there is one in the Student Union office. The machines on campus are card-operated, and cards are sold at the Student Union office. There are copying machines in the university main library as well, but please note that the card for Student Union machines does not work there and therefore you need to buy a separate card from the library service desk.

5.9 University Restaurants and Student Discount on Meals

There are several student restaurants on the campuses, which serve e.g. breakfast and lunch. Students who have paid the Student Union membership fee and have a valid student card are entitled to buy **student-prized lunch** in most of these restaurants (approx. EUR 2–3). Student discounts do not apply to cafeteria products.

As the Student Union membership is not compulsory for exchange students, those students who decide **not** to obtain the student card may request a **meal subsidy card** from the Student and Learning Services in order to get the discount.

Please note: The official **study certificate**, which you will obtain upon registration, can be used as a temporary proof of your student status at the university cafeterias for one month (September/January) before you receive the proper student card.

For further information on the university restaurants (including locations, opening hours, menus), please see: www.uef.fi/en/services/restaurants.

5.10 Feeling Down?

It can be difficult to study in new surroundings and in a foreign language. Please be patient and do your best, but also remember to relax. Don't be too hard on yourself. Do not forget your own ways of reducing stress and remember to relax. Don't be too hard on yourself. Remember that you can always talk about your small or big problems with the university staff or with Finnish Student Health Service (see Paragraph 7.2.).

In any kinds of problems with your studies, there are plenty of people to turn to. Please do not hesitate to contact:

- Your student tutor
- International Academic Coordinator at your department
- International Mobility Services
- Finnish Student Health Service

6 Student Union of the University of Eastern Finland

The Student Union of the University of Eastern Finland (ISYY, isyy.fi/en/) is an independent organisation, although closely linked with the university. The purpose of the Student Union (ISYY) is to promote the rights and interests of both Finnish and international students at the university. Student unions around Finland are working towards making the daily life of students better and negotiating better rights and benefits to all students. In addition, the Student Union (ISYY) arranges a variety of social activities and events on the campus and provides students with affordable sports services. The Student Union of the University of Eastern Finland is also a member of SYL (National Union of Students in Finland, www.syl.fi).

The Student Union (ISYY), Joensuu campus

Yliopistokatu 7, 80100 Joensuu

Haltia building, 2nd floor

Opening hours: Mondays, Tuesdays, Thursdays 10:00–15:00, Fridays 10:00–13:00, closed on Wednesdays

Tel: +358 50 346 9159

E-mail: [toimisto.joensuu\(at\)isyy.fi](mailto:toimisto.joensuu(at)isyy.fi); [kv.joensuu\(at\)isyy.fi](mailto:kv.joensuu(at)isyy.fi)

www.isyy.fi

6.1 Membership and Student Card

The Student Union provides various services for university students. Under the Student Union Act, all undergraduate **degree students** (completing Bachelor's or Master's degree at the University of Eastern Finland) are required to join the Student Union. **Exchange students** studying in Finland for longer than three months are welcome to join the Student Union, but are not obliged to do so.

You can join the Student Union (ISYY) by paying the membership fee, which is EUR 126/full academic year 2015-2016, and EUR 65/one semester (Autumn semester 2015 or Spring semester 2016). Memberships of less than one semester are not possible.

10 good reasons to join the Student Union (ISYY):

1. Student Health Service (FSHS - general, mental and oral health care services)
2. Student discounts (discounts on long distance transportation, discounts at a number of shops, restaurants, etc., student priced meals at the University restaurants)
3. Excellent array of sports services and fitness classes (Sykettä Sports Programme)
4. Opportunity to hire survival packages, skates, skis, frisbees and other sports equipment
5. ESN activities (trips, parties, cultural events etc.)
6. Student Union events (Sports Afternoon, May Day celebration, City Orienteering etc.)
7. Leisure activities (Student Union clubs and sections)
8. Information and advice services in English at the Student Union Office
9. Your interest representative (solving problems related to educational and social affairs)
10. An efficient way to get involved in Finnish student life

More information on the Student Union and its services can be found at www.isyy.fi/en/.

How to join the Student Union (ISYY):

STEP 1: Pay your membership fee

The Student Union fee is:

- EUR 65 for one semester
- EUR 126 for the whole academic year

(Please pay the exact amount)

The account details for the Student Union are as follows:

Recipient: Student Union of the University of Eastern Finland (ISYY)

Recipient's address: Yliopistokatu 7, FI-80100 Joensuu, Finland

Bank name: Joensuun seudun osuuspankki / Pohjola Bank Plc

Bank address: Siltakatu 4, FI-80100 Joensuu, Finland

IBAN: FI37 5770 0520 2461 63

BIC: OKOYFIHH

Reference number: 50005 (Please use this reference number when you pay)

STEP 2: Register your membership

Once you have paid, register your membership by bringing the payment receipt to the UEF Student and Learning Services, Aurora Building, entrance A.

STEP 3: Order your student card online at frank.fi

Order your student card online at: frank.fi/en. The price of the student card is EUR 15.10. Before ordering the student card, you will need the following:

1. A passport photo or a clear photo of your face in electronic format. The photo must be taken from the front so that it is similar to a passport photo. The minimum image size is 165x213 pixels. The photo must have the same dimensions as a passport photo and the image file must be saved in JPEG format (.JPG). The photo must be a recognisable image of your face. Please, note that if your card is not delivered due to a rejected photo, the card payment will not be refunded.
2. A payment instrument to pay for the order. You can pay for the card order using Visa, VisaElectron or MasterCard or Finnish online banking.
3. Your student number (given to you by the UEF Student and Learning Services, Aurora Building).

STEP 4: Collect your student card

After you have submitted your payment and ordered your card, wait for 2-3 weeks. Your card will be printed and can be collected from the Student Union (ISYY) Office, Haltia Building, when it is ready.

Student Union (ISYY) membership to postgraduate (PhD) students

For postgraduate students (both PhD exchange and degree students) who have already completed their Master's degree, the Student Union membership is voluntary. The membership fee for postgraduate students is EUR 56/full academic year 2015–2016, and EUR 30,50/one semester. By paying the membership fee, the postgraduate students are able to access the services provided and events organized by the Student Union (ISYY) and ESN Joensuu, our international club. Please note that postgraduate students are not entitled to subsidized student meals, travel discounts or the services provided by Finnish Student Health Service. For further information about the benefits for postgraduate students, please contact the Student Union.

6.2 Survival Package and Welcome Package

Survival Package

The Survival package is a service that the Student Union offers to our international members. It is our way of helping you to get started with your life in Joensuu. By hiring the package you will avoid spending a lot of money on some of the essentials upon your arrival. It is also a good way to recycle and to create less waste.

The Survival Packages can be rented from the Student Union office (Haltia building, Yliopistokatu 7, Joensuu) during the opening hours. The survival package costs EUR 35, of which EUR 20 deposit will be given back to you if the package is returned back to the Student Union office undamaged, clean and complete at the end of your stay in Joensuu. The contents of the package is: bed sheet, pillow case, duvet cover, kitchen towel, bath towel, plate, bowl, glasses, mugs, cutlery, frying pan and sauce pan.

There are a limited number of Survival Packages available. It is possible to reserve one by paying the exact sum of 35e to the Student Union (ISYY) bank account before your arrival to Joensuu. If you would like to reserve a package, please send an email to the Student Union (ISYY) kv.joensuu(at)isy.fi with the title 'Survival Package Reservation'. We will then send you the booking form, our account details and instructions on what to write in the message field that you must use for the payment.

Once you have received our reply email you can secure the booking by paying EUR 35 into our account. We will keep the package for you until you or your tutor (if you have made arrangements with you tutor about this!) can come and collect the package from the Student Union (ISYY) Office. The package can be collected any time after the payment has been confirmed.

Welcome Package

The Welcome Package is offered to all incoming international students by the Student Union (ISYY) and by ESN Joensuu International Club. The Welcome Package includes at least the following: Joensuu guide & map, academic student diary, information about leisure activities, special offers to clubs and venues in Joensuu as well as a DNA prepaid SIM-card that you can use in your mobile phone during your stay in Finland. The SIM-card has 7.90e worth of credit loaded on it, so you can start calling and texting your friends immediately! The Welcome Bags cost 2e and are available at the International Orientation during the Orientation Week.

If you would like any more information about the Survival Package or the Welcome Package, please email kv.joensuu(at)isy.fi

6.3 ESN Joensuu – The Student Union (ISYY) International Club

ESN Joensuu is a Student Union (ISYY) club dedicated to serve the interests of the international students. The most important task of ESN Joensuu is to introduce Finnish culture and lifestyle to international students and to give Finnish students an opportunity to gain international experiences in Joensuu by organising diverse events and activities. In addition, ESN Joensuu is active in promoting intercultural understanding on campus and in Joensuu.

ESN activities include: Get to Know Each Other-party at the beginning of the semester, sports events (bowling, table tennis, cycling, frisbee golf etc.), cultural events (international dinner, charity events, music evenings) and trips to Lapland, Russia and Sweden.

All members of the Student Union (ISYY) are automatically members of ESN Joensuu. Most of our events and activities are free of charge - all you need is a valid student card. We warmly invite everyone to join ESN Joensuu, regardless of your field of study or background – we are here to make your stay in Finland more meaningful and more fun!

Please read more about ESN Joensuu on our website: esnjoensuu.fi/ and join the group “ESN Joensuu” on Facebook to keep up-to-date with our activities.

6.4 Sykettä Sports Programme

“Sykettä” is an active lifestyle programme for the Student Union (ISYY) members. Sykettä offers a wide variety of fitness classes, sports tutoring, different types of courses as well as gym membership to all members who have purchased a Sykettä membership sticker.

There are two types of membership packages available: Ball Sports Package (EUR15) or Group Exercise Package (EUR 30). In order to gain a membership you first need to complete the registration at the Sykettä website www.sykettä.fi/joensuu after which you will be able to purchase a Sykettä sticker that will allow you to use the services. Stickers available at the ISYY office, Haltia building.

Check the Sykettä website for more information as well as the updated sports programme and fitness schedule (available from mid-August). Always check the schedule for cancellations and book a place on the class (if required) before heading out to avoid disappointment. Our fitness classes are very popular! For more information, please contact Sykettä Sports Coordinator at [liikuntasuunnittelija\(at\)isy.fi](mailto:liikuntasuunnittelija(at)isy.fi).

6.5 Monday Mail Newsletter

Monday Mail is the Student Union’s (ISYY) electronic English language APSIS newsletter. It is sent on Mondays (excluding holidays) directly to the e-mail addresses of those who have subscribed to it. Monday Mail newsletter is a useful point of reference to our international students as it combines local events, news and anything that might be relevant to our students – all in one place and in English language.

If you would like to receive the Joensuu campus Monday Mail to your e-mail, you can subscribe to it by going to our website www.isyy.fi/en/monday-mail-joensuu/. Once there, click open one of the Monday Mail newsletters published during 2015, scroll down to the bottom of the page and click the text “Subscribe to Monday Mail”. Fill in your email address in the empty data field below the title “Sähköposti”. Then click the “Tilaa uutiskirje” button. The newsletter will be sent to your e-mail address the next time it is published.

If you experience any problems with joining the Monday Mail subscription list, please contact [kv.joensuu\(at\)isy.fi](mailto:kv.joensuu(at)isy.fi)

7 Health Care

7.1 Insurance

The University of Eastern Finland requires that all incoming international students have a valid personal (travel) insurance policy from an internationally recognized insurance agency for the whole duration of their stay in Finland. Insurance should cover all costs related to a treatment of sudden illness, accidents and accidental death. It is also important to check that your insurance also covers your travel to/from Finland.

Students coming from the EU/EEA countries or Switzerland

In order to be covered by the National Sickness Insurance Scheme (NSI) in Finland, **students coming from the EU/EEA countries or Switzerland** need to have a European Health Insurance Card issued by the local Social Security Office in their home country. EU/EEA and Swiss citizens are entitled to use the basic public health services on the same basis as Finnish citizens, when they are covered by health insurance in their home country and when they have a European Health Insurance Card. All EU/EEA students are advised to obtain the European Health Insurance Card from their home country before the arrival in Finland and students should always carry it with them in case of a sudden illness or an accident. Note that citizens of the UK do not need the card for treatment of acute illness or emergency. In addition, students from the Nordic countries do not need the European Health Insurance Card.

You should note that health care is not totally free of charge even for EU/EEA citizens, especially if you suffer from a long and serious illness. It is strongly recommended that citizens of the EU/EEA countries take an additional travel insurance/ private health insurance to cover the whole period of stay in Finland even if they have the European Health Insurance Card. Please also note that the European Health Insurance Card is not valid during your journey to/from Finland and during trips to other countries.

Those who wish to use the services of a private doctor shall first pay the doctor for the treatment. Later, students with the European Health Insurance card or equivalent documents (citizens of the Nordic/EU/EEA countries, Switzerland or Quebec) can go to Kela (the Social Insurance Institution of Finland) where they will be compensated for part of the medical fee. Alternatively, they can claim for the compensation from their own health insurance offices later after returning to their home countries.

Non-EU/EEA citizens

Non-EU/EEA citizens are usually not covered by the National Health Insurance unless there is a reciprocal Health Care agreement between your country and Finland (e.g. Australia and Québec). Therefore, students coming from non-EU/EEA countries must be covered by a private health insurance from an internationally recognised, reliable and financially sound insurance agency and have no deductible. Non-EU/EE citizens must also include details of their health insurance to their residence permit application.

The health insurance must be valid on the date of your arrival in Finland and cover the entire time you intend to spend in Finland. Travel insurance is not adequate since it is often meant for trips lasting a maximum of three months. **If the studies last less than two years**, the health insurance must cover both sickness and accident related medical treatment up to a minimum of EUR 100 000. **If the studies last two years or longer**, health insurance must cover medical

expenses up to a minimum of EUR 30 000. This is because the students will usually have a home municipality in Finland and are therefore entitled to municipal health care services. Please remember to apply for a home municipality at the Local Registry Office in Joensuu as soon as you arrive in order to receive municipal health care.

7.1.1 Health Insurance for International Students

Students can obtain their health insurance from any reliable and solvent insurance company.

Finnish higher education institutes have negotiated health insurance packages with Marsh/SIP and they have been pre-approved by the Finnish Immigration Service. These packages are primarily for non EU/EEA students but can be bought by EU students if they wish to have private health insurance during their stay in Finland.

SIP Integral:

For exchange students who will not have access to the student or national health care system in Finland due to their length of study (students staying in Finland less than 2 years) and will not become members of the Student Union (although this is recommended to ALL students due to benefits and the money you will save on this insurance).

Cost: EUR 1.18/day or EUR 431/356 days (1 year) - this insurance can be purchased by the day with a minimum of EUR 25 coverage plus an admin fee of EUR 3.50.

SIP Compliment:

For students who have access to the student or national health care system here in Finland because they have access to the YTHS (FSHS) student health system or they are covered by the national health system through obtaining a 'home municipality right' (meaning their studies are considered to be 2 years or more).

Cost: EUR 0.71/day or EUR 260/365 days (1 year)- this insurance can be purchased by the day with a minimum of EUR 25 coverage plus an admin fee of EUR 3.50.

Please note:

Once the EUR 25 amount has been reached, you can purchase as many or as few days as you will need. But remember that a residence permit cannot be issued for a period longer than the period of the insurance cover.

Instructions for obtaining insurance from the Student Insurance Program (SIP)

To get more information or to buy the Marsh SIP insurance visit please go to www.sipinsurance.eu. This website allows you to purchase your health insurance online with a credit card. If you have any questions about the insurance, you must contact Marsh directly (see their "contact us" section of the website).

Please note that you, the student, are the policy holder and the University of Eastern has no right to discuss any issues with the insurer.

Please note that **all students** should take personal prescriptions with them if they have an illness that requires regular medical treatment. It is also recommended that all students bring their medical history, translated into English with them.

7.2 Finnish Student Health Service

The Finnish Student Health Service (FSHS) provides health services for university students in Finland. In Finnish, it is called Ylioppilaiden Terveystuulosäätiö (YTHS). There are student

health centres in 16 university cities and you can get treatment in any of these centres. FSHS provides preventive health care, medical care, mental health care and dental care to all students of the university (including exchange students) with the exception of hospital treatment and maternity clinic. Please note that FSHS does not offer emergency health care.

Please note that you can use the services of FSHS only if you have paid the Student Union membership fee (and have a Finnish student card). You are required to show your student card at FSHS, but if your student card hasn't arrived yet, you can show the receipt of your Student Union membership payment. The consultation fees for students at FSHS are very reasonable and such services as a consultation with a nurse or a general practitioner are free of charge. Please note that the services of FSHS are limited and only available during the opening hours. In case of an emergency, for example, you will need other health care services. Please see paragraphs 7.4, 7.5 and 7.6.

You should make an appointment in advance for each visit to FSHS. All appointments can be booked from the FSHS service desk or by phone. The nurses are available for consultation every morning 8:00-10:00 (8 am–10 am) without an appointment. For dental care, you should be prepared to wait for 1–2 months for an appointment. Only in the case of an acute tooth ache it is possible to receive treatment during the same day. Please note that if you are given a referral to another local health centre/hospital, you will be charged the valid fees and you will not get any student reductions.

If you are unable to attend the appointment, remember to cancel it no later than the day before in order to avoid any fees. Otherwise, you will have to pay for the appointment. An additional charge of EUR 25 will be charged for uncancelled appointments.

Finnish Student Health Service, Joensuu

Opening hours: Mon–Thu 8:00–15:00 (8am–3pm), Fri 8:00–14:00 (8am–2pm)

Address: Yliopistokatu 2, Aurora Building, Entrance B

Tel: +358 46 710 1082

www.yths.fi/en

7.3 Residence Based Social Security

The Finnish Social Security is based on residency and it is defined by the Act respecting Residence-Based Social Security. Usually international students are not eligible for the Finnish social security system, as their residency in Finland is not considered permanent in nature. If you have a permanent dwelling and domicile in Finland (studying here is not enough for this), you will be covered by the Finnish Social Security System. In this case, Social Security Card (Kela-card) and a Finnish personal identity number will be granted to you. For further information, see the Kela (the Social Insurance Institution of Finland) website at: www.kela.fi.

7.4 Municipal Health Care

If you are not a member of the Student Union and therefore not entitled to student health care, you can use municipal health care. Please note that you should have your European Health Insurance Card or proof of health insurance available when booking and having a consultation with a General Practitioner (GP). Consultation is subject to fees.

The health centres are open Mon-Fri 8-16. You can check your own health centre from www.joensuu.fi/en/web/english/health-services. Unfortunately, the pages are partly only in Finnish at the moment, so be prepared to ask help from a Finnish speaking person.

7.5 Private Medical Centres

You can also contact a private medical centre if you fall ill. Health care services provided by private medical centres are often more expensive than health care services provided by the municipality.

ITE

Torikatu 25, 2nd floor
80100 Joensuu
Tel. +358 13 253 6200
www.ite.fi

Terveystalo Joensuu

Torikatu 17
80100 Joensuu
Tel. +358 30 6000
www.terveystalo.com

7.6 Emergencies

The general emergency number is 112. Call this number if you need help in case of fire, sudden illness or accident. Calls to this number are free of charge. When dialling the emergency number (112), you do not need an area code, not even when calling from a mobile phone.

If you need the **police**, call the general emergency number 112. For local contact details of the police, please see paragraph 2.2. For further information, see also: www.poliisi.fi/english.

Students may also use the municipal health services, especially in case of serious illness or emergencies or when FSHS is closed (evenings and weekends).

North Karelia Central Hospital, Joensuu

Address: Tikkamäentie 16
Health Care Call Centre
Tel. +358 13 171 6161
www.pkssk.fi/en/web/pkssk-en

Poison Information Centre in Helsinki

Tel. +358 9 471 977 or +358 9 4711

The Poison Information Centre answers questions concerning the prevention and treatment of acute poisonings every day around the clock.

Please note: Poison Information Centre's activities do not include general information about medicines, such as interactions or side-effects or tablet identification

► In these questions turn to your pharmacy.

Questions about poisonings of animals

► Contact a veterinarian. Joensuu municipal veterinarian: tel. +358 13 267 4299. Information on the veterinarian on call is available on the same number.

Questions concerning non-poisonous animal stings or bites (such as mosquito, wasp, tick, dog)

► In these questions help is provided by a local health care phone service, health centre or clinic on duty.

Food poisonings and questions about food

► In case of an acute food poisoning contact your own health centre or other clinic on duty. General information about food is provided by local food authority.

Allergy or other general medical advise

► In these questions help is provided by a local health care phone service, health centre or clinic on duty.

We sincerely hope that your stay in Finland will be happy and rewarding, without any adversities and hardships. But one can never know what will happen either here in Finland or back home. Do not hesitate to contact the staff of the University of Eastern Finland if you find yourself in any distressing situations.

Contact person in the case of crisis (Joensuu campus):

Coordinator, International Mobility Services

Tel: +358 50 382 1814

E-mail: international(at)uef.fi

You may also contact:

Crisis Prevention Centre in Joensuu (Joensuun kriisikeskus)

Opening hours: Mon 9:00–18:00 (9am–6pm)

Tue-Thu 9:00-20:00 (9am-8pm)

Fri 9:00-15:30 (9am-3.30pm)

Address: Siltakatu 14 B 14 (2nd floor), 80100 Joensuu

Tel: + 358 13 316 244

E-mail: info@joensuunkriisikeskus.fi

www.joensuunkriisikeskus.fi

The SOS Crisis Centre (Crisis Services for Foreigners) in Helsinki helps adult foreigners and their family members living in Finland in different crisis of life. The help offered is short-term therapeutic conversation help and the centre aims to serve its clients as soon and flexibly as possible. The help is cost-free for the client and you can also get help anonymously. It is important to make an appointment beforehand.

Opening hours: Mon–Fri 09:00–15:00 (9am–3pm)

Address: Maistraatinportti 4 A, 4th floor, Helsinki

Tel: +358 9 413 50510

7.7 Pharmacies

In Finland, supermarkets and grocery stores are not allowed to sell any kinds of medicines. Medicines are sold only at **pharmacies (apteekki)**. Most pharmacies display a notice giving the address of the nearest pharmacy on night duty. Pharmacies are usually open Mon-Fri 8:00/10:00-18:00/19:00; Sat 8:30/9:00-14:00/15:00.

Yliopiston Apteekki, Joensuu (University Pharmacy)

Opening hours: Daily 08:00–23:00 (8am–11pm)

Address: Koskikatu 7

Tel: 0300 20200

7.8 Personal Safety

The crime rate is low in Finland in comparison with most other European countries. Visitors have little need to fear for their personal safety or their property. Nevertheless, reasonable caution with personal belongings is always recommended as a precaution. Incoming international students are reminded to take into consideration that although Finland is by international

standards a safe, tolerant and open nation where inappropriate behaviour is not usually present, this does not necessarily mean that one does not encounter such events in Finland.

There are some practical issues, you should be aware of in order to ensure your safety in Finland:

- Avoid walking alone at night; take a taxi or walk home with your friends.
- Tell your friends where you are going.
- Do not hesitate to contact the proper authorities if necessary.
- Do not mingle with unknown (e.g. drunken) people.
- Avoid being provocative and mind your temper, especially on weekends in bars and restaurants.

7.9 Narcotics

It is prohibited to possess any narcotics during your stay in Finland, as **all narcotics are illegal in Finland**. The use and possession of narcotics are punishable acts in Finland, as are production, selling, import and transport of narcotics. Anyone in possession of illegal narcotics, including hash and marihuana, runs the risk of being arrested and expelled from the country or of being imprisoned. Drug dealing carries a heavy prison sentence.

Imports of medicinal products are controlled. Limitations on amounts of medicinal products that can be imported by a passenger are dependent on whether a product is considered a self-medication product, a prescription drug, a narcotic drug or a veterinary drug according to the Finnish classification. There are restrictions concerning the import of narcotic drugs and other drugs, and therefore it is important to check the regulations before your arrival in Finland. Mail order sales of drugs to Finland are prohibited, as is delivery of a medicinal product by courier. Medicinal products can be sent to Finland from EU countries on the conditions stated in the regulation. Moreover, obtaining medicinal products via the Internet is not allowed.

7.10 Sexual Minorities

SETA (Association for Sexual Equality in Finland) organises local activities, meetings and parties. SETA also provides support services for their members. Hobiles is a member organization of SETA functioning in the Joensuu area. For more information and contact details, please see www.seta.fi; www.hobiles.fi

7.11 HIV

The number of HIV infections in Finland and in eastern Finland is relatively small. It is still wise to be very careful. There is anonymous counselling and free HIV testing available in your campus town. These services are provided by the local **Red Cross**:

Address Yläsatamakatu 9, Joensuu
Tel. +358 50 437 3068
Open on Thursdays at 14:00–16:00 (2pm–4pm)

7.12 Cultural Adaption

Coming to a new culture might be a very strong and emotional experience because of the differences between the culture in home country and the culture in your new country. There are

some obvious differences between cultures, such as language, food, educational system, climate, absence of family and friends, housing and transportation. However, there are some not so obvious differences and often these cause confusion and sometimes, even frustration. These differences are for example the behaviour and habits of people, reflecting the cultural norms, beliefs, values, morals and religion.

These differences can cause feelings of uncertainty and anxiety. You might think: Am I speaking properly? Will I find friends? Why is no one talking to me? Did I do something wrong? Do they hate me? Some of the reactions you may experience are feelings of isolation or loneliness, anger or hostility from others, frustration, unhappiness or homesickness. Some people might also feel sleepy or tired more than usually or find it difficult to sleep. Culture shock can also sometimes cause physical symptoms like body pains. The most important thing to know about culture shock is that these feelings are perfectly normal! It is a sign that you are adjusting to a new situation both physically and mentally. Adaptation to a new culture is a process that gets easier as the time goes on.

You can cope with **culture shock** by giving yourself time to adjust and not pushing yourself too hard with studies. Remember that you may not earn as many credits during the exchange period as normally in your home university, because you are studying in a foreign language and you live in a different environment. This is natural and you should not be too hard on yourself. It is also important to talk to people (other students/exchange students, International Mobility Services staff, tutors, roommates, teachers), because when you talk about the strange feelings and stress, you will feel better. Also make use of your own ways of reducing stress in everyday situations (e.g. what would you do in a difficult and stressful situation in your home country to ease your feelings).

Acknowledge your progress in adjusting to the new culture and try to see the advantages in having lived in two different cultures. Try to see all the new things that you are facing as a possibility to learn something new and not as problems. You can yourself make the difference and turn your stay in Finland into a unique, valuable and unforgettable experience.

Re-entry shock refers to acculturation stress people experience when returning home. Because returning is once again a big change, it means that adjustment to the new situation and home culture is needed. Difficulties in adjusting to the familiar society are an aspect that has often been neglected consciously or unconsciously. People fail to acknowledge that the adjustments they have made to the other culture have made them foreigners in their own culture instead. This might become a topical issue when returning home from Finland and it is good to be able to identify these possible feelings and to give yourself some time to readjust.

If you are interested in learning more about cultural adaptation, please visit: www2.pacific.edu/sis/culture/

8 Transportation

8.1 Bicycles

A **bicycle** (polkupyörä/pyörä) is a very practical and popular form of transportation in Finland, and there are plenty of paved cycle tracks. Cycling is also a good way to familiarise yourself with your new surroundings. Please remember that when your bike is parked or not in use, you should always lock and preferably also fasten your bike to a bicycle rack or some other solid structure.

Bicycle repair shops and students sometimes sell cheap second-hand bikes. You can also look for bikes for sale on the university's Intranet. In addition, there is an auction of lost and found items at the local police station (a few times a year, usually in September), where you may find a decent bicycle at a reasonable price. Since the auction is carried out in Finnish only, please ask a fellow Finnish student to accompany you.

In Joensuu, bikes can be rented from the Community Resource Centre (Kansalaistalo): www.kansalaistalo.fi, address Torikatu 30, 80100 Joensuu, tel. +358 13 123 132.

8.2 Buses and coaches

The basic fare paid in cash in a **local bus** is EUR 3.30. You can buy bus tickets from the driver on the bus. Please be prepared to pay the exact amount. In the city centre, local buses depart near the market place. The cheapest way to travel within the city area is to buy a Personal Waltti smartcard for the Joensuu region buses. With the Waltti card, youth discount fare (persons of 17–24 years) for a single journey is EUR 1.85. You can buy a card from the Culture and Tourist Centre Carelicum customer service in Koskikatu 5. You will need to take an ID with you. Purchase price for the Waltti card is EUR 7 and loading tickets onto your Waltti card minimum EUR 10 at a time. Students of 25 years of age or older receive a student discount by showing a study certificate of the University of Eastern Finland. Bus timetables are available at Carelicum, on buses and the Internet: bussit.joensuu.fi/bussit/web?lang=1

For **coach** travel outside your campus town, you are eligible for special student rates, provided that you have a valid student card and you are travelling for a minimum distance of 80 km. The discount for a one-way or return ticket of at least 80 km is 50%. If you do not yet have your Student Union student card, it is possible to get a separate discount card (VR/Matkahuolto card, same card for long-distance buses and trains). For this, you will need a special certificate issued by the University of Eastern Finland (Student and Learning Services) and one passport-sized photo. The cost of the discount card is EUR 10. **Please note that you cannot get travel discount before you have arrived to your campus town and registered to the university.**

Further information: www.matkahuolto.fi and www.expressbus.com. You can also visit the Matkahuolto office (Coach station) or call tel. +358 200 4000 (EUR1.99/call + local network charge) for nation-wide timetables and prices.

Matkahuolto (coach station) for tickets and timetables

Address: Itäranta 6

Open Mon–Fri 8:00–17:00 (8am–5pm)

8.3 Trains

The Student Union student card entitles you to buy student tickets with the discount of 45-55% with the Finnish Railways (VR), if you are an undergraduate student (studying for a Bachelor's or Master's degree). The price of train tickets varies a little depending on which train you take and how early you book the tickets. Students need to present their Student Union student card for discount. If you don't have the Finnish student card, it is possible to get a separate VR/Matkahuolto student card (long distance buses and trains). For this, you will need a special certificate issued by the University of Eastern Finland (Student and Learning Services) and one passport sized-photo. The cost of the discount card is EUR 8. **Please note that you cannot get travel discount before you have arrived to your campus town and registered to the university.**

For more information and timetables, please see www.vr.fi/eng. You can also visit the offices at train stations or call tel. +358 600 41 900 (EUR 1.99/call + local network charge) for information, reservations, timetables and prices.

Train station in Joensuu

Address: Itäranta 12

Office open Mon–Fri 8:45–16:00 (8:45am–4:00pm)

8.4 Driving in Finland

In order to drive a car in Finland you need to be at least 18 years old and you must have a valid driving licence. If your driving licence is from one of the EU member countries, it is valid in Finland like in any other EU country. In addition, the licences from Geneva and Vienna convention countries (e.g. Egypt, Ghana, India, Russia, Turkey, USA) are valid for 1 year, and after that these citizens have to acquire a Finnish driving licence. Driving licences from other countries are not valid in Finland.

Useful websites:

www.lvm.fi/web/en/home → Driving in Finland (on the bottom at right-hand side of the page).

The booklet includes useful information about transport issues, traffic rules etc.

<http://portal.liikennevirasto.fi> → In English → Transport Network (more information about road signs and traffic control in Finland) or Environment and Safety (information on travelling safely).

www.visitfinland.com/article/driving-in-finland

Please note the following regulations of driving in Finland:

- **Seatbelts** are obligatory for everyone whether sitting in the front or the rear seats in the car. Children under 3 years must be seated in rear with a child seat or using normal seat belts if no child seat is available.
- **Headlights** are compulsory at all times around the clock.
- **Winter speed limits** are in force throughout the country from the beginning of November to the end of February. Nevertheless, the limits can be lowered already in October and they can remain in force through April due to exceptional road weather conditions.
- **Winter tires** are mandatory from the beginning of December till the end of February.
- If a mobile phone is used by a driver, a **hands-free device** is required. According to the Finnish law, a driver is neither allowed to use or hold a mobile phone in hand while driving.
- There is an obligatory **annual inspection** for cars in Finland. After every inspection, the driver receives an inspection card that states the condition of the car as well as any defects requiring service or repair.

Please keep in mind that driving under the influence of alcohol or drugs is strictly forbidden. There is an exact permissible limit of 0.5 per mil for alcohol in blood. A police officer can breathalyse a driver on the spot and if suspected of driving under the influence of alcohol the person may be taken for a blood test or to a police station, where their breath alcohol level will be verified. Driving while under the influence of drugs is also a crime. Infringement of this rule means a penalty in the form of a fine or imprisonment.

Most of the cities have metered parking areas. However, sometimes parking is free but parking time is limited. In this case, you need a parking disc, which can be obtained at petrol stations, kiosks and most shops. The time of arrival must be set first and then the parking disc must be displayed on the dashboard. The time of arrival is the following hour or half-hour depending on which one is earlier.



Please note that parking around campus is allowed only on parking spaces marked with the P-traffic sign (white P on a blue background). In most of the parking areas, parking is allowed only with a parking licence (available only for university staff members). There are also some free parking spaces or parking spaces, which require a parking disc. More information on parking can be found at: www.uef.fi/toimitilayksikko/pysakointi.

In order to **rent a car** you need a valid driving licence and preferably at least one year of driving experience. Rental companies require the driver to be at least 20 years of age for passenger cars, but age regulation may vary by car category. Drivers under the age of 25 may incur a young driver surcharge. Please also note that some car rental companies may require a credit card. Be prepared to show proof of your identity when renting a car, so take your driving licence and your passport with you.

Some car rental companies:

Avis www.avis.fi

Budget www.budget.fi

Europcar www.europcar.com

Hertz www.hertz.fi

Scandia Rent www.scandiarent.fi

8.5 Taxis

Taking a taxi is fairly expensive in Finland. If you need one, it is a good idea to share it with your friends whenever possible.

Joensuu

Tel. + 358 601 10100

8.6 Airlines

Helsinki airport www.helsinki-vantaa.fi

Joensuu airport is located approx. 11 km from the Joensuu city centre. There is a Finnair-Airport bus operating between the airport and Joensuu on weekdays (Mon-Fri). Bus fare is EUR 4.50/adults, EUR 2.30/children. Bus service applies only to domestic flights on the route Joensuu-Helsinki-Joensuu.

You can also take a taxi. There are often taxis available at the airport or if not, you can order one (see number for taxi chapter 8.5). Taxi will arrive in 10-15 minutes.

For further information, please see www.finavia.fi/en/joensuu

Some airlines:

Finnair www.finnair.com

SAS www.flysas.com

Flybe www.flybe.com

Estonian Air www.estonian-air.com

Air Baltic www.airbaltic.com

Ryanair www.ryanair.com

8.7 Ferries

If you decide to travel to Finland by ferry, there are a couple of good ferry connections. For example, you can take a ferry from Travemünde, Germany to Helsinki (www.ferrycenter.fi; www.finlines.com) or from Stockholm, Sweden to Helsinki or Turku (www.tallinksilja.com; www.vikingline.fi).

9 Essentials of Finland

9.1 Living Expenses

The average cost of living in Finland for a single student varies between EUR 500 and 800 per month, depending on personal spending habits. This amount includes accommodation, transportation and meal costs. Living expenses are relatively high in Finland, though comparable to the EU average.

You can get an idea of average prices in Finland from http://www.numbeo.com/cost-of-living/country_result.jsp?country=Finland

9.2 Public Holidays

The following public holidays are celebrated annually in Finland. Please note that the dates of some holidays vary from year to year. Shops and banks are usually closed on public holidays and Saturday opening hours are usually followed on the **eve of a public holiday** (e.g. December 24).

Public Holidays 2015–2016

October 31	All Saints' Day (Pyhäinpäivä)
December 6	Independence Day (Itsenäisyyspäivä)
December 25	Christmas Day (Joulupäivä)
December 26	Boxing Day (Tapaninpäivä)
January 1	New Year's Day (Uudenvuodenpäivä)
January 6	Epiphany (Loppiainen)
March 25	Good Friday (Pitkäperjantai)
March 28	Easter Monday ((Toinen pääsiäispäivä)
May 1	May Day (Vappu)
May 5	Ascension Day (Helatorstai)
May 15	Whit Sunday (Helluntai)
June 24	Midsummer Day (Juhannuspäivä)

9.3 Time Zone, Electricity and Conversion Tables

The Finnish time is two hours ahead of Greenwich Mean Time. There is only one time zone covering the whole country. Daylight saving time / summer time (= kesäaika) is used from the last Sunday of March to the last Sunday of October. The shift is usually done on Sunday mornings so that it does not cause extra difficulties.

Daylight saving time ends **October 25, 2015** → Clocks will be set backwards one hour at 4 am.
Daylight saving time starts **March 27, 2016** → Clocks will be set forward one hour at 3 am.

The **electrical current** in Finland is 220V (50Hz). Electrical plugs are the two-pin continental size. In Finland, the unit of measurement is the **metric system**.

Meters	Inches
0.01	0.39
1	39.7
2	78.74

0.3	1 foot
0.915	1 yard

Kilometres	Miles
1	0.6
1.6	1
10	6
50	30
120	72

Imperial	Metric
1/2 oz.	15 g
1 oz	30 g
2 oz.	55 g
3 oz.	85 g
4 oz. (1/4 lbs.)	115 g
5 oz.	140 g
6 oz.	170 g
8 oz. (1/2 lbs.)	225 g
12 oz. (3/4 lbs.)	340 g
16 oz. (1 lbs.)	455 g

°F	Gas	°C
225	1/4	110
250	1/2	120
275	1	140
300	2	150
325	3	160
350	4	175
375	5	190
400	6	200
425	7	220
450	8	230
475	9	240
500	10	260

Imperial	Metric	US Units
1/2 fl	15ml	1 tbsp.
1 fl oz.	30 ml	1/8 cup
2 fl oz.	60 ml	1/4 cup
3 fl oz.	90 ml	3/8 cup
4 fl oz	120 ml/ 1,2 dl	1/2 cup
5 fl oz.(1/4 pint)	150 ml/ 1,5 dl	2/3 cup
6 fl oz.	180 ml/ 1,8 dl	3/4 cup
8 fl oz.	240 ml/2,4 dl	1 cup (1/2 pint)
10 fl oz. (1/2 pint)	285 ml/2,85 dl	300 ml
12 fl oz.	340 ml/3,4 dl	1 1/2 cup
16 fl oz.	455 ml/4,55 dl	2 cups (1 pint)
20 fl oz. (1pint)	570 ml/5,7 dl	2 1/2 cups
1 1/2 pints	900 ml/9 dl	3 3/4 cups
1 3/4 pints	1 litre	4 cups (1qt)
2 pints	1 1/4 litres	1 1/4 quarts
2 1/3 pints	1 1/2 litres	3 US pints
3 1/4 pints	2 litres	2 quarts

9.4 Currency and Banks

The Finnish monetary unit is the euro (EUR, €). The euro is divided into 100 cents. Bank notes are in denominations of EUR 5, 10, 20, 50, 100, 200 and 500. The coins are 5, 10, 20 and 50 cents, and EUR 1 and 2. Unlike in most euro countries, the coins of 1 and 2 cents are not used in Finland. Cheques are rarely used in Finland and they are not accepted as a method of payment in shops and businesses. International credit cards (e.g. Visa, MasterCard) are widely accepted. Note that all bills, for example the rent, are paid through the bank.

There are several branches of many banks in all cities. Banks are usually open Mon–Fri from 09:00/10:00 to 16:00/16:30. You can withdraw money from cash machines/ATMs (automatic teller machines) with Finnish bank cards (free of charge) and with most of international cards as well (fees may apply). Cash machines/ATMs can be found all over your campus town and the country, and they are marked with a yellow OTTO sign. If you lose your Finnish ATM card, please call immediately tel. +358 20 333 to report the incidence (24 hour service). Lost Diner's club cards can be reported by calling +358 800 9 5555 and American Express cards +358 800 114 646.

Students who wish to open a Finnish bank account are advised to do so as soon as possible after their arrival. It is good to ask your student tutor to come with you to the bank. It is better if you make an appointment with the bank in order to be able to open an account. When opening an account, be prepared to show proof of your identity (e.g. passport) and a proof of registration from the University of Eastern Finland (study certificate or in some cases the Admission Certificate is accepted). There is no fee for opening an account and usually there are no fees for persons under age of 26, but other services are usually subject to a charge. Please ask the bank for a price of a service package and list of other charges (e.g. international money transfers). Fees are usually charged for receiving money to your account from abroad and sending an international money order. Fees depend on the bank and the form of transfer.

Please note that if you pay bills at the bank desk quite high service fees are charged. Therefore, most people prefer to use internet banking (online banking). Internet banking is usually the cheapest method to pay bills and transfer money. You can also use your internet banking in your home country. All banks also have special banking terminals (maksuautomaatti) for paying bills. Using them is also cheaper than paying bills at a bank desk.

Remember that you need the SWIFT code (Society for Worldwide Interbank Financial Telecommunication) or the BIC code (Bank Identification Code) when making international transactions. If you are making the payment from Europe, you will also need to use the IBAN code (International Bank Account Code).

Some Finnish banks:

Danske Bank www.danskebank.fi

Handelsbanken www.handelsbanken.com

Nordea www.nordea.fi

Osuuspankki www.op.fi

POP Pankki www.poppankki.fi

9.5 Post

Main Post Office, Joensuu

Opening hours: Mon–Fri 08:00-19:00 (8am-7pm), Sat 10:00-14:00 (10am-2pm)

Address: Kauppakatu 29, 80100 Joensuu

Tel: +358 200 71000

There are also other post offices in your campus town. These branch post offices may have shorter opening hours than the main post offices. In some areas, postal services are also available in local stores. A stamp for a standard letter or postcard (max 20g/50g) to Europe costs EUR 1.00/1.50 (1st class/priority) or EUR 0.95/1.30 (2nd class/economy). You can buy stamps at post offices, kiosks and some stores. Letters may be mailed at post offices or dropped into blue (priority letters) or yellow (economy letters) mailboxes throughout the city. Incoming mail is delivered to your address Monday through Friday. There are no deliveries on Saturdays, Sundays and public holidays. For further information, see: www.posti.fi/private/.

9.6 Phone Calls

When dialling a phone call **to Finland**, please attach first the international prefix +358 + the area code without the initial 0 + the phone number. When calling **from Finland** to another country, you have to attach an international prefix before the country code. There are several international prefixes depending on the company you choose. The most common ones are 990, 994, 992 and 999 but if you phone abroad a lot, you should check the other possibilities and compare prices. You can also always use the pan-European code 00, and then dial the country code, the area code and the destination number. Note that the first number of the area code (often 0) is usually omitted.

Please note that an area code is always needed when using a mobile phone. For international number enquiries, call 020 208 (EUR 3.50/min. + local call charge). For domestic number enquiries, call 118 or 020202, but please note that there will be an extra charge.

In Finland, everyone uses mobile phones and this is why there are practically no public coin-operated telephone booths. Unless you already have a mobile phone, it is definitely worth considering buying one for yourself as well. Mobile phone shops usually sell second hand phones at reasonable prices.

You can open a post-paid mobile phone connection with a Finnish mobile phone operator (e.g. www.sonera.fi, www.elisa.fi, www.dna.fi). However, you might be required to pay a substantial deposit in order to get a post-paid mobile phone connection. This is why many times a pre-paid subscription is a better alternative.

Student Union of the University of Eastern Finland is part of Erasmus Student Network, ESN. A partnership between the Erasmus Student Network of Finland and telecommunications company DNA Oy has concluded in a contract, whereby all the incoming international students of the participating universities and ESN sections will have the possibility to receive a free DNA Prepaid start-up kit worth EUR 7.90. You get the Pre-paid Start-up kit in your ISYY Welcome Package.

Do not forget Skype, which is the cheapest way to keep in touch with friends and family in your home country.

9.7 Internet and Media

You can access the **Internet** at the university when you get the username and password for the university's IT services after registration. There are computers with Internet connection all over the campus. Also most of the student apartments have the technical capacity for a fixed Internet connection.

Local public libraries have computers with Internet connection for your use. Please note that you have to make a reservation for the computer beforehand, and usually you can use the computer for an hour at a time. Internet cafes are not common in Finland, because most people have an Internet connection at home. There are some cafes and bars, etc. with internet connection in the city centre. In Joensuu you can access Internet at the Community Resource Centre (www.kansalaistalo.fi). Joensuu Free Wifi is available in Market square, Shopping Centre Iso Myy, Carelicum, Taitokortteli, Art Museum Onni, Joensuu City Library, Joensuu Arena, and Vesikko swimming pool.

There are several **TV** channels in Finland, which are available throughout the country. In addition, one local and several international cable channels are available in most of the student apartments. Television transmissions in Finland are all-digital. Digital broadcasts can be

received by an ordinary TV fitted with a digital adaptor, known as a set-top box or a converter box. Alternatively, it is possible to buy a TV set with a built-in digital receiver. If you have a TV in your room, please note that there is a tax for watching television in Finland. However, the tax applies only if you have an annual income of more than EUR 7352, and the tax is deducted together with other taxes.

International newspapers, magazines and books are sold in local bookshops, in some department stores and in well-stocked R-kiosks. You can also read international newspapers and magazines in both public and university libraries and there are also books and music in several languages on loan at the libraries. Library PressDisplay is an online service where you can browse and read over 1000 online facsimile editions of newspapers and magazines from 82 different countries in 39 different languages. They are available 90 days from the date of publication. The service is available in Joensuu Regional Library for three customers at a time. The website of the service is <http://library.pressdisplay.com/pressdisplay/>

If you would like to keep up with the Finnish and international news you may find it interesting to read e.g. Helsinki Times newspaper (www.helsinkitimes.fi) or news of the Finnish Broadcasting Company (<http://yle.fi/uutiset/news/>).

9.8 Shopping

The **shops** are usually open at least 9:00–17.00 (9am–5pm) on weekdays and 9:00–13:00/16:00 (9am–1/4pm) on Saturdays. Department stores and shopping centres keep their doors open 9:00–21:00 (9am–9pm) Mon–Fri and 9:00–18:00 (9am–6pm) on Saturdays. During the summer months and before Christmas, several department stores (including Anttila, Citymarket, Sokos, Prisma) are open also on Sundays and some have Sunday opening all year round. Some small grocery stores are open on Sundays throughout the year and there are also a couple of 24-hour-shops in most cities. Most newsagents (kioski) are open every day 9:00–22:00 (9am–10pm). Grocery stores usually advertise weekly or daily in the local newspapers or print separate newspaper editions delivered to your mailbox. This allows you to compare food prices and special offers at different stores.

The general level of prices in Finland equals to the European average. However, here are some useful hints for the student budget. Make sure that you are aware of all possible student and other reductions available and compare prices. Also check if there are cheap or free services provided by public libraries, hospitals, the Student Union, the university, your campus town, etc. The meals at the student cafeterias are worth the money, because you get a good discount with your student card. The price of food in grocery stores varies a lot. Always compare prices before you buy. Please note that the open market place (tori) is not necessarily the cheapest place to buy food in Finland like it is in some other countries. Also check out some of the private product labels in stores (e.g. Pirkka, Rainbow, Extra, Euroshopper). They are usually cheaper than the well-known brand names. More information about second hand shops can be found in paragraph 14.9 of this booklet.

Tiping is not customary in Finland; most likely, a tip is given for hotel and restaurant door men and porters on some occasions. A service charge is automatically included in hotel and restaurant bills. Moreover, barbers, hairdressers and taxi-drivers do not expect tips. Still, you can always give tip to thank e.g. for good service if you want to.

If you need to use the services of the Finnish Board of Customs, please visit their website (www.tulli.fi) or call the Customs Information Service: +358 20 690 600 for more information.

9.9 Alcohol and Smoking

In Finland, strong alcohol, such as wine and spirits, can be bought only in special shops called Alko (www.alko.fi). Low-alcohol content drinks (e.g. beer and cider) are sold in regular stores, supermarkets, gas stations and kiosks. Low-alcohol content drinks (max 22 % alcohol by volume) are not sold to persons under the age of 18, and strong alcohol is not sold to persons under the age of 20. If you are under 25 years of age, please show your ID on your own initiative, do so even if you are in a group buying alcoholic beverages together. Every member in the group must be of age if they wish to make purchases at Alko. The following IDs are accepted by Alko: driving licence, passport, and an official identity card with photo. Note that social insurance cards with photo, student cards and military IDs are not suitable ID documents at Alko shops.

Please keep in mind that driving under the influence of alcohol or drugs is strictly forbidden. There is an exact permissible limit of 0.5 per mil for alcohol in blood. Infringement of this rule means a penalty in the form of a fine or imprisonment.

The non-smoking policy is very strict in Finland and smoking is prohibited in all public facilities (schools, trains, hospitals, buses, etc.). Hotels, bars and restaurants have designated areas for smoking and most trains have carriages or special rooms for those who wish to smoke. The University of Eastern Finland is also a non-smoking organisation, and smoking is only permitted in designated outside smoking areas (e.g. not in front of any entrances of the university, etc.).

9.10 Finnish Character and Way of Life

It always takes some time to adapt to a new culture. This paragraph describes some characteristics (generalisations) of Finns that might help you in understanding them, but please keep in mind that people are not all alike. Your own experiences with Finnish people might give you a totally different opinion.

Sometimes visitors may feel that Finns are shy and reserved, but especially the younger generation, being multilingual and internationally minded, do not fit into this stereotype. Still, Finnish university students often tend to be quiet and obedient listeners and very independent and hardworking. Some international students may find the class atmosphere reserved, but you will find most Finns eager to discuss and help you, if you make the first move. Most Finns have learnt the basic skills of at least one foreign language at school. The most commonly known foreign language is English, which is quite widely spoken and understood in Finland. You may notice that some Finns are a bit shy to use a foreign language, especially in a group conversation. One thing you may find a bit peculiar is our great tolerance of silence in conversation. Finns describe themselves as a fairly straightforward people, because we say what we mean and we mean what we say. If a Finn suggests that you could have lunch together sometime, you can usually consider this as a real invitation, not just small talk.

In fashion, comfort is often (although not always) considered more important than looks. Life in Finland has a relaxed pace. In fact, the older generation has occasionally the opinion that things are becoming a bit too relaxed or informal. Older people still appreciate more formality, such as a polite handshake on being introduced. Handshaking is also common in business meetings, both on arrival and departure. At work the atmosphere tends to be informal, first names are used and people dress informally. Equality between the sexes has progressed quite a way both at work and at home. The difference between the sexes is probably most obvious when considering salaries and comparing the number of women and men working at the executive level. A particular Finnish trait is the habit of drinking milk or sour milk with meals and even adults do this. Others prefer mineral water or beer, and even the wine culture is making headway. As a nation, we love quizzes and competitions of all kinds, and it may be this

characteristic, that underlies our craze for sports. Finns are also crazy about coffee. You will rapidly get used to the fact that when Finns get together for a chat, coffee is invariably part of the scene. But note that the coffee in Finland is usually not as strong as in Central and Southern Europe.

During the summer time, you may wonder where all Finnish people are. Especially during the summer months, the suburbs seem to become uninhabited. This is due to the Finns' love of nature and summer cottages. In Finland, there are half a million summer cottages, which means that nearly every third family has one. Sometimes the name summer cottage can be misleading because some people spend their free time there also during the wintertime.

SISU (=stamina) is a concept used to describe a certain feature that is considered to be something typically Finnish. Sisu is what makes a Finn grit her/his teeth against all odds; continue fighting against an overwhelming enemy; clear the forest with her/his bare hands; go on to win a race even after falling over. Sisu is something what it takes: guts, determination.

SAUNA (www.sauna.fi) is an essential part of the Finnish culture. There are five million inhabitants and one and a half million saunas in Finland. Practically every Finnish house has a sauna of its own. For Finnish people sauna is a place for relaxing with friends and family as well as a place for physical and spiritual relaxation. Finns think of saunas not so much as a luxury, but as a necessity, and after taking a few bathes you will probably agree.

There are also public saunas available at such places as swimming pools and student housing (common saunas). Please note that it is not customary for men and women to go to the sauna together unless they are members of the same family or particularly close friends. Public saunas are also separated by gender (men together and women together). Please note that you are not allowed to wear clothing or swimming suit in sauna, because it is considered to be unhygienic. If you feel uncomfortable, you may wrap a towel around yourself.

How to bathe in a Finnish sauna? First having undressed, you take a shower and enter the sauna still wet, although some prefer to enter sauna dry first. The temperatures in a sauna usually range from 60°C to 100°C. Sit back for a while and let the heat permeate your body and open the pores of the skin. The stones on top of the stove are very hot and when you throw water on them, a humid cloud of steam suddenly fills the small room. The steam gently warms your skin and your body starts to sweat. There are several tips on how to bathe in a Finnish sauna, but rule number one is that you should feel good all the time. After a short while, you can take a break. You can take another shower before re-entering the sauna and then take your time to relax and enjoy the warmth. The process can be repeated several times. After the final time in sauna, wash yourself off in a refreshing shower to complete your relaxation.

Many Finns have saunas at their summer cottages by a lake. There, sauna experience is not complete without a refreshing swim, which you can take when you leave the sauna for a break. You can also try a thick wisp or bunch of birch twigs (*vasta* or *vihta* in Finnish). Dip it into warm water and then gently beat yourself all over with it - it definitely feels better than it sounds! In the winter, some sauna enthusiasts will even make a hole in the ice and take a dip in the icy water (approx. +3°C to +5°C) or roll around in the snow.

WINTER SEASON might bring a lot of questions to your mind, if you have not experienced the Nordic winter before. To help you come to terms with the winter season, it might help you to not to 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. By accepting it as it comes, you will find the winter in Finland a richly rewarding experience.

At the first sign of winter, the streets occasionally get filled with slush, but eventually everything gets covered up with real snow. The months from December to February are a time of stillness.

The sun always rises above the horizon in eastern part of Finland, but the light hours are not many during midwinter. We recommend that you take vitamin D supplements to stay healthy. As for the temperature, a typical midwinter reading in eastern Finland would be something between -5°C and -15°C, but sometimes it gets colder even down to -30°C. Fortunately, Finnish houses (including student flats) are equipped with triple-glass windows and central heating, so you have no reason to worry. However, in cold weather when you are outside, it is always wise to be wary of frostbite and this is best done by appropriate clothing (e.g. woollen cap, mittens, warm socks and shoes as displayed, e.g. in this short video clip www.visitfinland.com). But do not let this discourage you from going out, since very cold days have a special atmosphere, which you should not miss. You might even see the northern lights.

After the winter solstice in December, the amount of light steadily (although slowly) increases again. However, you need to wait until the end of March until the day once more outlasts the night (spring equinox). The day becomes longer and longer, and the snow gradually melts away, although it still might snow a little bit occasionally. Spring is slowly but surely on the way again, and soon it is the time of the light nights of the Nordic summer.

9.11 Vocabulary

COMMON VOCABULARY			
Yes	Kyllä; joo	I don't understand.	En ymmärrä.
No	Ei	I don't speak Finnish.	En puhu suomea.
Thank you	Kiitos	I'm not Finnish.	En ole suomalainen.
Hi/Hello	Hei; moi; terve	How much?	Kuinka paljon?/Paljonko?
How do you do	Päivää	How much does this cost?	Paljonko tämä maksaa?
Good morning	(Hyvää) huomenta	Could you help me?	Voitko auttaa minua?
Good afternoon	(Hyvää) päivää	Where is/are ...?	Missä on/ovat ...?
Good evening	(Hyvää) iltaa	Road	Tie
Good night	(Hyvää) yötä	Street	Katu
Goodbye	Näkemiin (fml); hei hei/moi moi (infml)	One, two, three	Yksi, kaksi, kolme
Sorry/Excuse me	Anteeksi	Four, five, six	Neljä, viisi, kuusi
I'm sorry.	Olen pahoillani.	Seven, eight	Seitsemän, kahdeksan
How are you?	Mitä kuuluu?	Nine, ten	Yhdeksän, kymmenen
- I'm fine, thanks	- Hyvää, kiitos	Zero	Nolla
My name is...	Minun nimeni on...	Cheers!	Kippis!
infml = informal			
fml = formal			
FOOD VOCABULARY			

Porridge	Puuro	Baking powder	Leivin jauhe
Bread	Leipä	Brown flour	Grahamjauho
Crisp bread	Näkkileipä	Dry yeast	Kuivahiiva
French bread/baguette	Patonki	Oatmeal	Kaurahiutale
Karelian pasty	Karjalanpiirakka	Wheat flour	Vehnäjauho
Malted bread	Mallasleipä	Yeast	Hiiva
Rusk	Korppu	Almond	Manteli
Rye bread	Ruisleipä	Brown sugar	Fariinisokeri
Toast	Paahtoleipä	Cinnamon	Kaneli
Biscuit/cookie, cracker	Keksi	Ginger	Inkivääri
Butter	Voi	Honey	Hunaja
Margarine	Margariini	Icing sugar	Tomusokeri
Cheese	Juusto	Jam	Hillo
Spread cheese	Sulatejuusto	Ketchup	Ketsuppi
Egg	Kananmuna	Marmalade	Marmeladi
Asparagus	Parsa	Mustard	Sinappi
Broccoli	Parsakaali	Parsley	Persilja
Cabbage	Kaali	Peanut	Maapähkinä
Carrot	Porkkana	Pepper	Pippuri
Cauliflower	Kukkakaali	Saffron	Sahrami
Chick peas	Kikherneet	Salt	Suola
Corn	Maissi	Sugar	Sokeri
Cucumber	Kurkku	Walnut	Saksanpähkinä
Eggplant/Aubergine	Munakoiso	Meat	Liha
Garlic	Valkosipuli	Chicken	Kana, broileri
Green beans	Vihreät pavut	Elk, moose	Hirvi
Lentils	Linssit	Lamb	Lamma
Lettuce	Salaatti	Minced meat	Jauheliha
Onion	Sipuli	Pork	Sianliha
Potato	Peruna	Reindeer	Poro
Red pepper	Paprika	Sausage	Makkara
Soy beans	Soijapavut	Turkey	Kalkkuna
Spinach	Pinaatti	Fish	Kala
Tomato	Tomaatti	Baltic herring	Silakka
Zucchini/Courgette	Kesäkurpitsa	Coalfish	Seiti
Vegetables	Kasvikset	Crayfish	Rapu
Fruit (pl.)	Hedelmät	Herring	Silli
Apple	Omena	Rainbow trout	Kirjolohi
Banana	Banaani	Salmon	Lohi
Lemon	Sitruuna	Shellfish (pl.)	Äyriäiset
Orange	Appelsiini	Shrimp	Katkarapu

Peach	Persikka	Tuna	Tonnikala
Pineapple	Ananas	I'm a vegetarian/vegan.	Olen kasvissyöjä/vegaani.
Plum	Luumu	I don't eat...	En syö...
Watermelon	Vesimeloni	- pork	- sianlihaa
Berry/Berries	Marja/Marjat	- red meat	- punaista lihaa
Black currant	Mustaherukka	I'm allergic to...	Olen allerginen ...
Blueberry	Mustikka	- fish	- kalalle
Cloudberry	Lakka	- peanuts / nuts	- maapähkinöille / pähkinöille
Gooseberry	Karviaismarja	- apple	- omenalle
Lingonberry	Puolukka	- eggs	- kananmunille
Raspberry	Vadelma	- milk	- maidolle
Red currant	Punaherukka	- wheat	- vehnälle
Strawberry	Mansikka	- soy	- soijalle
Rice	Riisi	- shellfish	- äyriäisille
Noodles	Nuudelit	I have lactose intolerance.	Minulla on laktoosi-intoleranssi.
Flour	Jauhot		
DRINK VOCABULARY			
Water	Vesi	Whipping cream	Vispikerma
Carbonated water	Hiilihapollinen vesi	Cream for cooking	Ruokakerma
Mineral water	Mineraalivesi	Coffee	Kahvi
Juice	Mehu	Tea	Tee
Soda	Limonadi	Hot chocolate	Kaakao
Mead	Sima	Alcohol	Alkoholi
Milk	Maito	Beer	Olut
Skimmed milk	Rasvaton maito	Cider	Siideri
Milk with 1% fat	Ykkösmaito	Red wine	Punaviini
Semi-skimmed milk	Kevytmaito	White wine	Valkoviini
Milk with max. 3.5% fat	Täysmaito	Sparkling wine	Kuohuviini
Low lactose milk (UHT)	Vähälaktoosinen maito	Liqueur	Likööri
Milk without lactose	Laktoositon maito	Liquor	Viina
Sour milk	Piimä	Whisky	Viski
Double cream	Kuohukerma	Rum	Rommi
		Vodka	Vodka
COMMON SIGNS			

Open	Auki/Avoinna	Pull	Vedä
Closed	Kiinni/Suljettu	Toilet	WC
Entrance	Sisään(käynti)	Men	Herrat/Miehet
Exit	Ulos(käynti)	Women	Naiset
Push	Työnnä	Forbidden	Kielletty
		Stop	Seis
DAYS OF THE WEEK			
Monday	Maanantai	Friday	Perjantai
Tuesday	Tiistai	Saturday	Lauantai
Wednesday	Keskiviikko	Sunday	Sunnuntai
Thursday	Torstai	Weekend	Viikonloppu

10 Things to Do before You Arrive

- ✓ Apply for housing
- ✓ Apply for a passport (if you do not already have one)
- ✓ Make sure your funding for your studies in Finland is sufficient
- ✓ Apply for a residence permit if necessary. When you apply for the residence permit, apply for the Finnish personal identity code at the same
- ✓ Take out insurance / Make sure your European Health Insurance Card is valid throughout your stay
- ✓ Make travel arrangements
- ✓ Inform your arrival details to your peer-student tutor
- ✓ Take care of international banking and money matters and exchange some currency (euros)
- ✓ Bring a few passport-sized photos with you
- ✓ If you are taking regular medication, make sure that you bring sufficient amount of medicines with you
- ✓ Pack suitable clothing. See for example:
www.virtualtourist.com/travel/Europe/Finland/Packing_Lists-Finland-TG-C-1.html
(this website is mainly for tourists but many tips are useful for exchange students too).

11 Things to Do When You Arrive

- ✓ Pay the Student Union membership fee prior to registration and bring the receipt with you to Student and Learning Services.
- ✓ Register at Student and Learning Services. After that you will get a study certificate and instructions on how to obtain your username and password for the university's IT systems.
- ✓ Exchange students: Check if your university has given you an arrival form and get it signed at the International Mobility Services.
- ✓ Plan your studies, register for courses and exams in WebOodi and, if required, make an appointment with your Academic International Coordinator.
- ✓ Visit the Student Union office, where you can pay and get a survival package, if you need one.
- ✓ Take part in the Orientation for International Students.
- ✓ Open a bank account in the local bank, if you need one.
- ✓ Visit the housing office to return your signed tenancy agreement and inspection card. Pay the rent of your student flat.
- ✓ Fill out the Notification of Move form and return it in the envelope provided.
- ✓ Check the due date of the rent of your student flat and pay your rent.
- ✓ All the degree seeking students should register at the local register office (maistraatti).

12. Things to Do Before You Leave

- ✓ Give notice to end your student housing lease at least one full calendar month before you leave.
- ✓ Fill out the Departure Information Form/Request for Transcript and return it in person to Student and Learning Services and ask for your Transcript of Academic Records. It can be issued if all your courses/results are already in your records, otherwise the transcript will be sent to you later.
- ✓ Ask for a Letter of Confirmation at the International Mobility Services, if you would like to have one. **NB!** You can have this only 7 days before your departure. If your home university has asked to return their own forms, please bring them with you for signing.
- ✓ Give feedback of your stay. You will get the link for the feedback form by e-mail from your coordinator
- ✓ Return all the library books you have borrowed and pay the possible overdue fees.
- ✓ Return your survival package to the Student Union office, if you had one.
- ✓ Check that all your bills are paid.
- ✓ Close your Finnish bank account.
- ✓ Confirm your travel arrangements (e.g. tickets) and check the regulations for luggage weight (if applicable).
- ✓ After cleaning up your room properly, return the keys in order to get your housing deposit back.

13 Student Accommodation in Joensuu

Accommodation in Joensuu for both international and Finnish students is offered by **Joensuun Elli**, an independent student housing company. Joensuun Elli has several housing units located in different parts of Joensuu and it provides housing for more than 3000 students. Joensuun Elli is not part of the University of Eastern Finland, Joensuu campus.

Student Housing Company Joensuun Elli

Opening hours: Mon 09:00–17:00 (9am–5pm), Tue–Thu 09:00–16:00 (9am–4pm), Fri 9:00–15:00 (9am–3pm)

Address: Merimiehenkatu 30, 80100 Joensuu

Tel: +358 13 337 7800

E-mail: [kodit\(at\)joensuunelli.fi](mailto:kodit(at)joensuunelli.fi)

www.joensuunelli.fi

13.1 Available Student Housing

Most students live in a shared flat, where they have a private room and they share kitchen, bathroom and toilet with 1–4 other students. Students arriving with their family (i.e. spouse and/or children) may apply for a two-bedroom family flat. Please note that family apartments are offered for families only and you cannot rent one with your friends.

All Joensuun Elli apartments are equipped with cooking facilities, a fridge, basic lighting and shower curtains. Exchange students are usually accommodated in a furnished room with a bed and a mattress, a desk, a chair and a wardrobe. There are no curtains, rugs, linen, dishes, cutlery, etc. in the flats. The Student Union rents survival packages to cover the basic needs. Both Finnish and international degree and post-graduate students are normally accommodated in a room without furniture (only wardrobe). Please be prepared to bring or buy kitchen utensils, bed clothes (linen, pillow case, duvet cover) and towels, because they are not part of the basic furnishing. There might be some kitchen utensils left in the apartment by the previous tenants, but you cannot count on this. Please see also information about the Student Union survival package in paragraph 6.2. of this guide.

The rent for a room in a shared flat is about EUR 180-300/month. The sum includes electricity, heating and water. Tenants who have a **furnished room** need to pay an **additional fee** of EUR 17/month for the furniture. In most flats there is a possibility to have an **Internet connection** (ElliNet) for EUR 20/month. There are no computers in the flats, and in order to be able to use the internet connection, tenants may have to buy a suitable adapter for their personal computer. Note that the internet will not be available right away. There is a free laundry room and a public sauna in every housing unit. Private weekly sauna turns or a parking space for your own car can be reserved for an extra fee. There are no meals or cleaning service available.

Joensuun Elli has several apartment buildings around Joensuu and they are situated within 0.5–10 km from the Joensuu campus. International students usually live in the Noljakka, Rantakylä and Hukanhauta residential areas. These areas are located about 3–4 km away from the campus, and they can be easily reached on foot, by bike or bus.

Pets are very common in Finland and, for instance, dogs live indoors. Pets are allowed also in Joensuun Elli apartments and in case you have any allergies, you should inform Joensuun Elli about them when applying for accommodation.

13.2 Applying for Accommodation

You can apply for student accommodation by filling out an online application form at www.joensuunelli.fi → applicant. You can apply for housing as soon as you have received the official Certificate of Admission from the University of Eastern Finland. Fill out the application carefully. You also need to send a copy of your certificate of admission either by email to [kodit\(at\)joensuunelli.fi](mailto:kodit(at)joensuunelli.fi), by airmail to Student Housing Company Joensuu Elli, Merimiehenkatu 30, 80100 Joensuu, Finland or by fax to number +358 13 337 3301 as soon as possible. Your application will not be processed until you have delivered a copy of your Certificate of Admission.

The housing situation in Joensuu has been difficult in these past few years. If you want to be sure to get a student accommodation – and if you can afford paying some extra – you can request for accommodation starting already from the beginning of July or August and you have better chances to get a room.

Please note that the tenancy agreement always begins at the beginning of a calendar month and it finishes at the end of a calendar month. For example, if you wish to arrive at the very end of the month, you need to be prepared to pay rent for the whole month.

13.3 Housing Offer

Keep checking your email regularly, as Joensuu Elli will send you an offer of a room by email. If you haven't given Joensuu Elli your email address, you will receive your offer by post. Usually you will receive a housing offer about one month before your planned arrival. The housing offer from Joensuu Elli contains instructions for receiving the flat and instructions for paying the deposit payment. You must mail a receipt for the deposit paid and a filled-out letter of confirmation to Joensuu Elli by the due date given in the offer. The paid deposit and the confirmation are legally binding and will be considered as a signature on the lease. Rent must be paid from the confirmed date onwards. Unconfirmed reservations will automatically be cancelled and the applicant will lose the accommodation offered. Also the application will no longer be valid.

Upon becoming a tenant, every applicant pays a deposit specified in Section 8 of the Law on Leases. Your deposit is a guarantee that as a tenant you will take care of your duties as specified in the lease. The required deposit is EUR 200 for a shared flat and EUR 300 for other types of housing.

The only way to reserve accommodation with Joensuu Elli is to pay the deposit by the due date mentioned in the offer. If you do not pay the deposit, you will not get the room reserved for you. Moreover, the offer will be terminated after the due date and the room will be offered to another applicant. If you have any problems with making the payment, please contact Joensuu Elli [kodit\(at\)joensuunelli.fi](mailto:kodit(at)joensuunelli.fi)

The deposit will be returned to your bank account in your home country after your departure and the termination of the tenancy, if all responsibilities specified in the lease have been met (e.g. you have returned the key, paid all rents) and the apartment is clean and in good condition. Please note that you cannot use your deposit for the rent of the last month of your stay in Joensuu.

13.4 Living in Joensuun Elli

Your student tutor will pick up your room key for you before your arrival in Joensuu, if agreed so. During the first days of your stay, your student tutor will take you to the Joensuun Elli office to sign the lease. You will receive important forms and information from Joensuun Elli at that point:

- Key
- Tenancy agreement
- Checklist → Check the condition of your apartment upon arrival and return the form to the Joensuun Elli office.
- Rent payment slip
- Cleaning etc. instructions → Read carefully.
- Map

The maintenance man on duty takes care of opening a locked door, if you have temporarily lost your key (left your key inside). There is a 24-hour service (tel. +358 13 337 7200) of maintenance. The payment of opening a door varies depending on the time of the day as follows:

- 08:00–16:00 (8am–4pm) EUR 20
- 16:00–08.00 (4pm–8am) EUR 40
- Weekends and holidays EUR 40

The person who lost the key is responsible for the cost. The spare key will be given only to a resident of the apartment, and therefore you are expected to present proof of your identification. Please note that losing a key can be a safety risk and you should inform Joensuun Elli in case you lose yours. If necessary Joensuun Elli has the right to change all the locks for the flat at the tenant's expense.

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. However, you must take care of the notification within a week of your move at the latest. You can submit your notification of move by filling in the form that you can pick up at post office or local register office.

13.5 Moving out from Joensuun Elli

The notice period for a tenant with a lease that is in effect until further notice is one calendar month. The notice time is set to begin from the last day of the month in which the notice is given. For example, if you give the notice of removal in April, your tenancy agreement will be ended 31st May. A tenant is, on the basis of regulations concerning the right of tenancy of a student, personally responsible for giving notice of removal to end his or her tenancy.

Termination of a lease must always be given in writing at the Joensuun Elli housing office. The deposit will be returned to the tenant's bank account (notice that the account has to be under your name) one month after the lease has expired.

Remember to make sure that you have paid your rent and other bills on time before you move out of your student residence. Before moving out, the residence needs to be cleaned so that it is clean enough even for a more picky resident. Remember to clean common areas as well. If you neglect cleaning up before moving, the housing company retains the right to have your residence cleaned at your expense. In practise, this cost will be deducted from your deposit.

All of the keys to the residence need to be returned to the Joensuun Elli housing office in an envelope. No keys are to be left in the apartment. The envelope should have your address clearly marked on it as well as your name, the date and your signature. Remember that your

deposit can only be returned when the apartment and keys have been appropriately handed over. The deposit will be returned to your bank account one month after the lease has expired.

13.6 Temporary Accommodation

You may need to find **temporary accommodation** if you arrive in Joensuu before your room is vacant. There are several hotels and hostels in the centre of Joensuu – here are a few examples (note that the prices may have changed since the printing of this guide):

- GreenStar, address Torikatu 16, tel. +358 10 423 9390, www.greenstar.fi , double room/night starting from EUR 60
- Apartamentos Joensuu, address Torikatu 47, tel. +358 10 322 1919, www.apartamentos.fi , single room/night approx. EUR 48
- Hotel Aada, address Kauppakatu 32, tel. +358 13 256 2200, www.hotelaada.fi, single room/night approx. EUR 88.
- Scouts' Youth Hostel, address Vanamokatu 25, tel. +358 13 123 381, <http://youthhostel-joensuu.net> , single room/night approx EUR 30
- Finnhostel Joensuu / ISLO, address Kalevankatu 5b, tel. +358 13 267 5076, www.islo.fi/en/islo+services/accommodation, single room/night approx. EUR 40-50.

14 City of Joensuu

Joensuu Tourist Office (Karelia Expert)

Opening hours: Mon–Fri 09:00–17:00 (9am–5pm), Sat 11:00–16:00 (11am–4pm)

Address: Carelicum, Koskikatu 5, 80100 Joensuu

Tel: +358 400 239 549 or +358 400 345 578

Email: joensuu(at)visitkarelia.fi

Further information about the Joensuu region:

www.joensuu.fi

www.visitkarelia.fi

www.kaupunkiyhdistys.jns.fi

Joensuu is the administrative centre of the North Karelia region in Finland. The city was established in 1848 by Czar Nikolai I of Russia and it has flourished in the estuary of a notable waterway. Joensuu is located next to the Russian border. It is a vital city with a growing and relatively young population. The population of Joensuu is 74 000. Joensuu believes in regional and international cooperation as one of the motors for the development. Currently, the most important business areas include metal industry, wood and forestry sector, information and communication technology as well as expertise related to the border region and cross-border collaboration. Joensuu is also the forestry capital of Europe with a stronghold in research, inclusive the European Forest Institute and Joensuu Science Park. In the city centre of Joensuu you can find silence, peace and nature like nowhere else in Europe.

Besides the science and business scene, Joensuu is also a city where a number of recent Finnish films have been made. In Joensuu you can find the Karelian folk, the most talkative ones in Finland. Furthermore, Joensuu is home to the famous summer rock festival called Ilosaarirock (www.ilosaarirock.fi), which is sold out every year months before the event.

Distances and travelling times (approx.) to Joensuu from

	Distance	By car	By rail	By air
Helsinki	437 km	5 h 30 min	5 h	60 min
Tampere	395 km	4 h 55 min	5 h	(via Helsinki)
Turku	540 km	6 h 45 min	6 h 45 min	(via Helsinki)
Kuopio	136 km	1 h 45 min	3 h 30 min	(via Helsinki)
Savonlinna	133 km	1 h 40 min	2 h 15 min	(via Helsinki)

14.1 Immigration Services

Maahanmuuttajien palvelupiste Silta

Koulukatu 24 B

Mon-Fri 9:00-15:00 (9am-3pm)

14.2 Counselling for Immigrants and The Finnish Refugee Council

Provides guidance and advice concerning family issues, housing, social security, employment, etc. Services are free of charge and confidential and they are given in Finnish, English, Russian, Somali, and Thai.

Koulukatu 24 B, open on Fridays 13-14 or on appointment
www.pksotu.fi/maahanmuuttajien-neuvonta/

14.3 Multicultural Activity Centre Vatakka

The Activity Centre Vatakka offers an easily approachable meeting place for integration between the majority of the population and different ethnic groups in Joensuu. Vatakka also offers different kinds of courses, e.g., first aid courses and courses in the Finnish language. Vatakka is located on Yläsatamakatu 9, 3rd floor, entrance from the inner courtyard.
rednet.punainenristi.fi/node/6063

14.4 Joensuu District Multicultural Association

The Joensuu District Multicultural Association (Joensuun seudun monikulttuurisuusyhdistys ry, also known as JoMoni) was founded in January 2009. The founding meeting included around 30 people from approx. ten different countries. The association's intention is to promote multicultural diversity and to prevent immigrants from being discriminated and isolated. The association is open to people of all origins, nationalities, religions and political views. The association organises cultural and recreational events, seminars, press conferences and other activities that bring together people from different backgrounds. The association helps immigrants around the Joensuu area to deal with various authorities and bureaucracy issues, and raises awareness of multicultural diversity. For more information, please visit:
jomoni.wordpress.com

14.5 Community Resource Centre of Joensuu

The Community Resource Centre of Joensuu (Kansalaistalo):

- supports voluntary work
- develops co-operation and creates dialogue between the public welfare system and the activities of the voluntary sector
- promotes partnership orientation in community
- develops regional social and health policies
- creates and develops new initiatives and innovations that increase welfare and decrease exclusion

There is a meeting place, bikes for rent and for example an Internet Café at Kansalaistalo (Address Torikatu 30). For further information, please see: www.kansalaistalo.fi

14.6 Day-care and Schools

Joensuu has an English Kindergarten (Englanninkielinen leikkikoulu), in which children from many nationalities spend their days. English is used in the daily activities. For further information, please contact [leikkikoulu\(at\)elisanet.fi](mailto:leikkikoulu(at)elisanet.fi) net or see www.joensuunenkuu.net.

English-speaking class at the Kanervalala School in Joensuu: The Kanervalala School provides English-speaking education. Teaching is meant mainly for children who speak Finnish as their mother tongue. English-speaking education is meant primarily for children living in Joensuu. Children who speak English as their mother tongue will also be accepted to the class. When teaching English-speaking children, their command of the Finnish language and the anticipated duration of their stay in Finland as well as their individual needs (when applicable) will be taken into account. For further information, see www.joensuu.fi/kanervalankoulu

The Finnish-Russian School of Eastern Finland, Joensuu: A school maintained by a foundation. Students study an advanced syllabus in the English and Russian languages in comprehensive education. The school starts from the fifth grade. Finnish children and children who speak Russian as their mother tongue are accepted to study at the school. After comprehensive school, the studies can be continued in the upper secondary school of the School of Eastern Finland, where the advanced syllabus in English and Russian can be continued. For further information, please see: www.itasuomenkoulu.fi

14.7 Joensuu Regional Library

Joensuu Regional Library (Vaara-kirjastot) has books in several languages, music, videos, magazines, international newspapers and a café. The library also has material for studying the Finnish language. Library cards can be obtained from the main desk of the library. The Joensuu Regional Library is located on Koskikatu 25 in the centre, and there are also several branch libraries in different residential areas. For further information, see vaarakirjastot.fi/fi (in Finnish)

14.8 Community College of the Joensuu Area

The Community College of the Joensuu Area (Kansalaisopisto) is a non-profit organisation owned and maintained by the City of Joensuu. The community college is open to everyone wishing to explore new educational areas and develop their abilities, both personally and professionally, and for a reasonable investment of time and money. For further information, see: www.joensuunseudunkansalaisopisto.fi

14.9 Open University and Summer University

Both the Open University (Avoin yliopisto) and the Summer University (Kesäyliopisto) of Joensuu offer a wide variety of courses (including Finnish language courses) to all interested students. Please note that fees are usually charged.

Open University, Joensuu Campus

Address: Yliopistokatu 2 A, Aurora building 2nd floor

Tel: +328 50 467 8460

avoinyliopisto@uef.fi

www.uef.fi/en/aducate/avoin-yliopisto

North Carelia Summer University

Address: Kaislakatu 3, 2nd floor

Tel: +358 13 244 2540

E-mail: kesayliopisto@pkky.fi

www.pkky.fi/en/oppilaitokset/kesayliopisto

14.10 Ethnic Grocery Shops

Big supermarkets like Prisma and Citymarket offer a variety of spices and for example halal meat. However, if you are looking something specific, there are a few ethnic grocery shops in Joensuu.

Phanthan Thai (Asian grocery and restaurant)

Nuottaniementie 2

Hallin Herkku ja Kala Oy Market Hall, Koskikatu 2 Punnitse ja Säästä

Iso Myy shopping centre
Prisma

Offers a wide variety of foodstuffs, spices, nuts, dried fruit and berries, chocolate, etc.

Hakaniemen Lihakauppa www.hakaniemenlihakauppa.fi/

This meat shop in Helsinki delivers to Joensuu approximately once a month. See their Facebook profile for delivery times and place your order in advance.

14.11 Second Hand Shops

Here you can find some examples of the second hand shops (Kirpputori) in Joensuu. Please note that the opening hours vary and that most of them are not in the city centre.

Valintakirppis, address Teollisuuskatu 4

FIDA, address Torikatu 19

Uusiotori (Recycling centre), addresses Penttilänkatu 7-9 and Teollisuuskatu 5-7

SPR Kontti (Finnish Red Cross), address Voimatie 10

Joen Jättikirppis, address Raatekankaantie 4

Second hand bookstores (books, CDs, DVDs):

Antikvaarinen kirjakauppa address Siltakatu 4

Kirjava Satama address Suvantokatu 12

14.12 Religious Denominations

There has been a complete freedom of religion in Finland since 1923. The Finnish Constitution guarantees the freedom of worship. This means that everyone is free to practice any religion they wish as long as they do not violate the fundamental human rights or break the law. Finns are not particularly active churchgoers even though most of them are members of the church. There are two national churches in Finland, the Lutheran Church and the Orthodox Church. Around 75% of Finns are members of the Evangelical Lutheran Church. About 1% belongs to the Orthodox Church. There are also Catholic, Jewish, Islamic and a number of small religious denominations represented in Finland.

Student Pastor Ms Tiina Belov, Joensuu campus

E-mail: tiina.belov(at)uef.fi

Tel: +358 50 590 6527

Lutheran congregations

Church of Joensuu, Papinkatu 1

Parish hall, address Kirkkokatu 28, tel. +358 13 263 5300

Church of Noljakka, address Noljakantie 81

Church of Pielisensuu, address Tikkamäentie 15

Church of Rantakylä, address Rantakylänkatu 2

Other congregations

- The Orthodox Church of Saint Nikolaos: North end of Kirkkokatu, Saturday Vigil 6pm, Sunday Liturgy 10am
- Catholic Church: Holy Catholic Mass in the Orthodox parish hall, address Kirkkokatu 32, tel. +358 500 848 073
- Free Church: address Kalevankatu 36, interpretation into English on the family service on Sundays

- Pentecostal Church: address Niinivaarantie 26, interpretation into English during every Sunday service 11am
- Joensuu Mosque of Islam: address Kauppakatu 35, open 24 hours a day
- The International Christian Fellowship in Joensuu: Interdenominational and international group of people, seeking to build bridges, encourage unity and love between people of all nations. Activities are regular meetings, English Services, Holy Catholic Masses. Further information [lea.m.honkanen\(at\)evl.fi](mailto:lea.m.honkanen@evl.fi).

The Evangelical Lutheran Church of Finland www.evl.fi

The Islamic Society of Finland www.rabita.fi

The Orthodox Church of Finland www.ort.fi

The Jewish Community of Helsinki www.jchelsinki.fi

The Catholic Church in Finland www.katolinen.net

14.13 Cinema, Theatre and Music

There is one cinema in Joensuu, **Tapio** (address Kauppakatu 27, www.savonkinot.fi/joensuu). Films are shown in their original language with Finnish and Swedish subtitles, also in 3D format. Tickets cost approximately EUR 7.50–12.50. You can get student discount on some films, always check when you are buying tickets!

The Joensuu City Theatre (Joensuun kaupunginteatteri) is located in the Town Hall (address Rantakatu 20). Information and tickets are available at Carelicum (tel. 358 13 267 5222) or the Town Hall one hour before the performance (tel. +358 50 437 1089). Performances are usually in Finnish. If there are tickets left on the day of the performance, they can be bought with 50 per cent student discount one hour before the show.

There is also a **Student Theatre** in Joensuu. Information about performances is available in the University of Eastern Finland student newspaper Uljas and also on the bulletin boards at Joensuu campus. For further information, please see <http://joensuunyt.wordpress.com/> (in Finnish)

The **rock and pop music scene** in Joensuu is very active. A popular rock festival called Ilosaarirock is arranged every year in mid-July drawing thousands of young people into the city (www.ilosaarirock.fi). At other times, there are several live performances weekly. Please follow the advertisements and bulletin boards.

Kerubi offers a wide variety of Finnish music, live performances, disco nights, etc. They also have an excellent restaurant. Address: Siltakatu 1, tel 358 13 129 377, www.kerubi.fi (in Finnish)

The Joensuu Orchestra has concerts in the Carelia Hall (address Yliopistokatu 2) usually on Thursdays. Information and tickets are available at Carelicum, and also one hour before the concert at the Carelia Hall.

14.14 Fine Arts

Art Museum, address Kirkkokatu 23 (the large red-brick building), www.joensuu.fi/taidemuseo. A permanent collection of Finnish art, sections of Chinese art, ancient Greek and Roman art, and Orthodox icons from the monastery of Megri. Changing exhibitions.

Art Centre Ahjo, address Kirkkokatu 23 (the yellow wooden building), www.taidekeskusahjo.net. A fresh view of North Karelian and other Finnish art. Exhibitions of photographic art, paintings and handicrafts.

Carelicum -North Karelian Museum, address Koskikatu 5, www.joensuu.fi/carelicum

A modern museum of history and culture. There is a permanent exhibition called "Visiting Karelia", which takes a look at the region of Karelia in its historical and cultural entity. For more information on this or on the smaller art galleries, please ask at the Tourist Information Desk at Carelicum.

14.15 Botanical Garden

The Botanical Garden includes about 900 species of plants from 113 countries all over the world. The collection of greenhouses (570 m²) imitates five climatic regions: tropical, sub-tropical summer-rain, sub-tropical winter-rain, temperate and desert areas. There is also a small greenhouse (180 m²) for propagation and research purposes, two small plastic greenhouses for summer use only, and visitors are welcome to stroll through the outside garden in the summer. The Tropical Butterfly Garden is open for visitors from April to August/September. Also available for visitors are Café Botania and Boutique Botania. For further information, please see: <http://botania.fi>.

14.16 Bars, Restaurants and Cafes

There are several bars, pubs, restaurants, pizzerias and cafés in Joensuu. The opening hours vary; usually the cafeterias are open at 8:00–18:00 (8am–6pm), but restaurants stay open till later in the evening. Most pubs open around 13:00 (1pm) and close around 02:00 (am). Nightclubs open at 22:00 (10pm) and close at 04:00 (am). More information about restaurants in Joensuu can be found for example at: www.eat.fi/en/joensuu.

14.17 Sports

Please note that the **Student Union** of the University of Eastern Finland has some sports activities for students on the Joensuu campus. See paragraph 6.4. in this guide. For further information, please contact kv.joensuu(at)isyy.fi.

Swimming pools (Uimahalli)

- Vesikko, address: Yliopistokatu, opposite the Carelia building of the university. Also a gym available
- Rantakylä, address Pataluodonkatu 2
- Vetrea, address Nepenmäenkatu 2

You can try **ice-swimming** with the Joensuu Polar Bears Ice-Swimming Club. Swimming and sauna is available for non-members by a single payment. The wristband costs EUR 5 and can be bought at the club or at the nearby kiosk, which is open 10:00–20:00 (10am–8pm). For location and opening hours see www.joensuunjaakarhut.fi or contact tel. +358 45 7845 1992.

Sports Hall (Joensuun Kuntokeidas) offers bowling, tennis, squash, badminton, indoor climbing, table tennis, mini-golf, billiards and golf simulator. Address Linnunlahdentie 10, tel. +358 13 126 558, www.joensuunkuntokeidas.fi.

Fishing. Persons who are 18 years or older must pay a fishing management fee (kalastuksenhoitomaksu in Finnish) and a local fishing license (kalastuslupa) which can be purchased at post offices. Fishing licenses for the rapids of the River Pielisjoki are available at the Joensuu Tourist Office, Carelicum and Hotel Kimmel, address Itäranta 1. However, no fishing licenses are needed for ice fishing or angling. Please refer to the booklet "Everyman's right in Finland" available at International Mobility Services. Further information also available at: www.ymparisto.fi/en-us/nature

Horse Riding

For example:

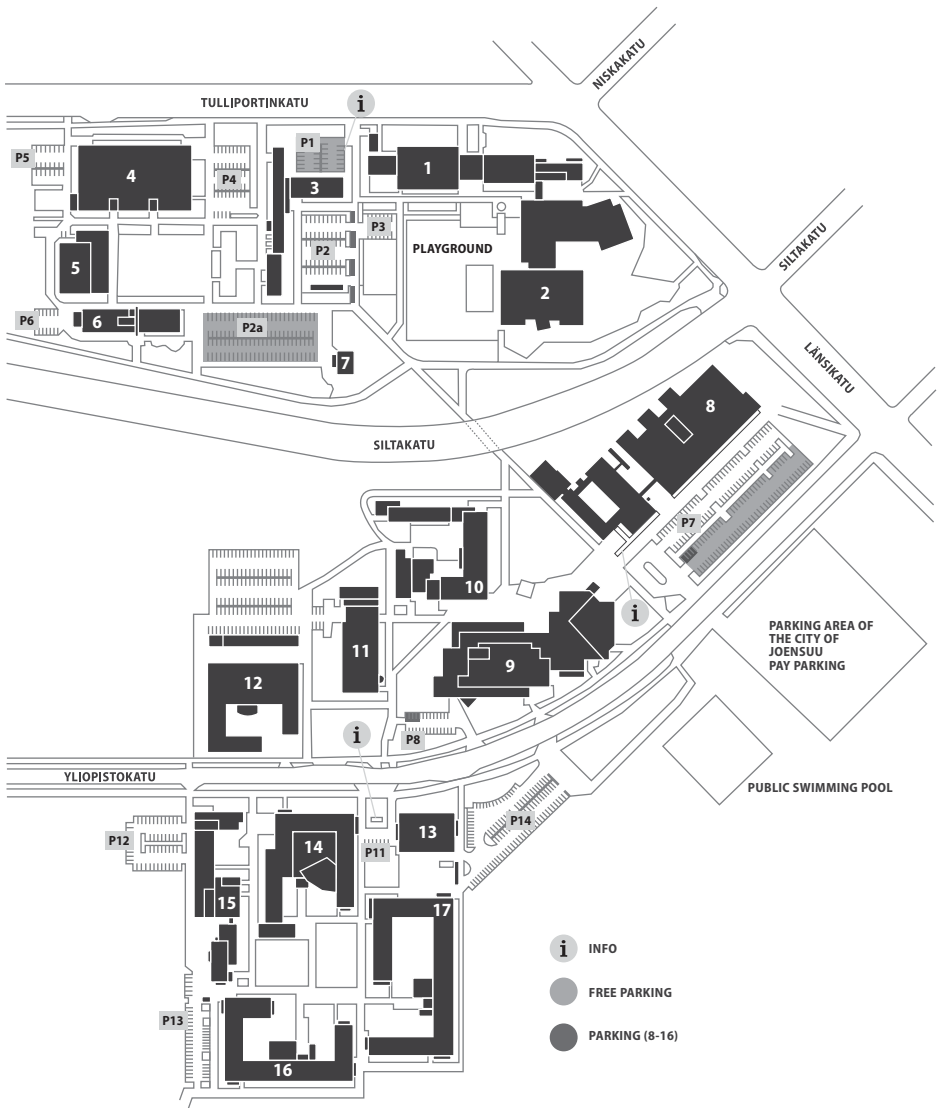
- Joensuun ratsastusopisto, address Kuurna-Kulhontie 93, 80910 tel. +358 13 824 570 or +358 50 574 2892, reetta(at)joensuunratsastusopisto.net
- Satulantalli, address Kiviniementie 7, tel. +358 50 561 2044, satulantalli(at)telemail.fi

Fitness Clubs and Gyms

- BB-Gym, address Yliopistokatu 41, tel. +358 13 610 0160
- Itä-Suomen Liikuntaopisto (ISLO), Länsikatu 15 (Joensuu Science Park) tel. +358 13 267 5092 or +358 50 352 4599, www.islo.fi/en/islo
- Fittari, address Teollisuuskatu 1, tel. +358 430218 0843 www.fittari.fi
- Kunto- ja liikuntakeskus Viilinki Ky, address Ranta-Mutalantie 100, tel. +358 13 823 911, www.viilinki.com
- Naisten kuntokoulu, address Kirkkokatu 27, tel. +358 50 467 1241, for women only
- Lady Line, Address Torikatu 21 C, tel. +358 13 312 889, for women only
- Kuntokeskus Forever, Address Kaislakuu 4B, tel. +358 50 382 1785 www.foreverjoensuu.fi/

There are excellent opportunities for **winter sports** in Joensuu. You can find ice-skating rinks around the town in wintertime, and they can be used by everyone, free of charge. Skates can be purchased at sports shops, department stores or flea markets. Alternatively, you can borrow a pair of skates from a fellow Finnish student or from the storage of the Student Union office at Joensuu. Skiing is a very important part of Finnish culture. If you have never skied before, in Finland you have a unique opportunity for trying both cross-country and downhill skiing. There are many publicly maintained cross-country skiing trails in Joensuu, e.g. in Mehtimäki, which is very close to the Joensuu campus. Trails are always open, naturally depending on the snow conditions, and some of the trails are lit. There are also many downhill skiing centres in the surroundings of Joensuu, such as Mustavaara and Koli.

Koli is situated about 70 km north of Joensuu. It is a beautiful and popular downhill skiing centre. All ski centres also rent the necessary equipment for downhill skiing and snowboarding, as well as for cross-country skiing. Second-hand skis may be found at flea markets. Snowshoeing is a new and popular form of winter sports, and the necessary equipment can also be rented at Koli. See www.koli.fi/en.



- i** INFO
- FREE PARKING
- PARKING (8-16)

TULLIORTINKATU 1

- 1 EDUCA** Philosophical Faculty
School of Educational Sciences and Psychology
Special Education
Education, Adult Education and Career Counsellor Education
School of Applied Educational Science and Teacher Education
- 2 LÄNSIKADUN KOULU** University Practice School
Comprehensive School, grades e and 1 - 6
- 3 REGIA** Philosophical Faculty
School of Applied Educational Science and Teacher Education, Music
- 4 - 5 TULLIORTIN KOULU** University Practice School
Comprehensive School, grades 7 - 9 and Upper Secondary School
- 6 TAITOLA** Philosophical Faculty, Practical Subjects

YLIOPISTOKATU 2

- 8 AURORA** Rector, University Services
International Relations, Facilities Management
Student and Learning Services
Faculty of Social Sciences and Business Studies
Business School
Law School
Karelian Institute
Language Centre
Finnish Student Health Service
Aducate, Centre for Training and Development

YLIOPISTOKATU 4

- 8 CARELIA** Carelia Hall, Joensuu City Orchestra
Library, Oppari and Oppitupa Support Services
- 9 AGORA** Philosophical Faculty
School of Humanities
Finnish Language and Cultural Research
Foreign Languages and Translation Studies
School of Theology
Western Theology
Orthodox Theology

YLIOPISTOKATU 6

- 11** Provincial Archives
- 12 LUKE** Natural Resources Institute Finland

YLIOPISTOKATU 7

- 13 HALTIA** Maintenance Services
Student Union of the University of Eastern Finland
- 14 METRIA** Faculty of Science and Forestry
Department of Physics and Mathematics
Faculty of Social Sciences and Business Studies
Department of Geographical and Historical Studies
Department of Social Sciences
Philosophical Faculty
School of Educational Sciences and Psychology
Psychology
IT Services
- 15 BOREALIS** Faculty of Science and Forestry
School of Forest Sciences
- 16 FUTURA** Faculty of Science and Forestry
Department of Chemistry
- 17 NATURA** Faculty of Science and Forestry
Department of Biology
Finnish Environment Institute, Joensuu Office
Environmental Laboratory

TIME TO BE *SMART.*



UNIVERSITY OF
EASTERN FINLAND

*University of
Eastern Finland*

Joensuu Campus

International Mobility Services
P.O. Box 111, FI-80101
Joensuu, Finland

VISITING ADDRESS:

Yliopistokatu 2,
Aurora building
tel. +358 29 445 8065
fax +358 13 318 110
e-mail: international@uef.fi
www.uef.fi/international

uef.fi