



**Åbo Akademi
University**

Information sheet for Partners and Exchange students

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Contact persons

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Academic Calendar

Semester 1 (autumn): End of August–Christmas

Semester 2 (spring): Beginning of January– End of May

Nomination Deadline for coordinators

Nomination deadlines	Autumn Semester (and full year):	15 April
	Spring Semester:	1 October

The partner university nominates students by e-mail to exchange@abo.fi.

Nominations should include student's complete name, date of birth, student's e-mail address, duration of exchange, students' subject area at home university and at Åbo Akademi University and the exchange network/agreement the student will come via.

Nominated students will receive an email from our mobility portal **SoleMOVE** after they have been nominated. Students should complete their exchange application in the system and submit by the application deadline.

Late nominations will not be accepted.

Application Deadline for students

Deadline for Applications	Autumn Semester (or full year)	30 April
	Spring Semester	15 October

Applications Applications should be submitted via our mobility portal **SoleMOVE**, we will not accept applications or application supporting documents that are sent via email, or that are submitted after the application deadline.

Application Procedure

Nomination The partner university nominates students for the upcoming exchange semester or year by our nomination deadline. Nominations are sent by email to exchange@abo.fi.

Online application

1. Students will receive an email with a link to the online application form, after being nominated by their home university.
2. Students are asked to complete the online application and upload the following supporting documents:
 - Signed Learning Agreement/Study Plan or Online Learning Agreement
 - A copy of the passport (or European National identity card)
 - An official transcript of records **in English** listing all courses taken so far.
 - Students should have studied around **60 ECTS/credits** at their home university **before the exchange studies begin** at Åbo Akademi University. These credits should show on the transcript of records that is submitted with the application.

Language Certificate

PLEASE NOTE: We have **changed** our application criteria for incoming exchange students. For the current academic year, we no longer require a language certificate to be submitted in the application to prove that students meet B2 level in English.

It is the sending university's responsibility to ensure that all nominated students meet B2 level in English. We therefore **expect** all students who are nominated to us, to meet B2 level in English.

Learning Agreement

The Learning agreement/study plan is the proposed study plan that has to be uploaded in the online application. If the sending institution does not have a learning agreement document, students can use our version which is available at www.abo.fi/en/study/study-abroad/exchange-students/how-to-apply/

If the student can create and submit an **Online Learning Agreement**, the contact can be one of the coordinators at the international office.

If a student's home university requires the Learning Agreement to be signed by Åbo Akademi University before the beginning of the exchange, please attach the Learning Agreement to the electronic application form. Students who are required to hand in a Learning Agreement to the home university after having started the exchange at Åbo Akademi University, should bring it with them and have it signed at Åbo Akademi University after arrival.

Students can find application instructions and a step-by-step guide here: www.abo.fi/wp-content/uploads/2023/04/solemove-application-instructions-.pdf

Academic Information

Credit System	Each semester at Åbo Akademi University is divided into two study periods, therefore there are four study periods in an academic year. One credit at Åbo Akademi University corresponds to one ECTS. Full-time studies correspond to 30 credits per semester. Åbo Akademi University expects exchange students to study full time. Please note that some courses use other forms of examination than written exams and run over more than one study period.												
Courses/Programmes	Information about courses and programmes in Swedish and English are available online at: www.abo.fi/en/study/study-abroad/exchange-students/how-to-apply/courses-in-english/												
Schedule	The schedule for the autumn semester will be published in the middle of August and the schedule for the spring semester will be published in the beginning of December. Please check the course schedules so that there are no clashes between the courses. If you have courses which clash you can change your courses once after you have arrived at Åbo Akademi University.												
Language Proficiency	We expect from all our incoming exchange students, who are not native speakers of English, that their level of English is good (corresponding to at least B2 in CEFR, Common European Framework of Reference for Languages, min. 78 points in TOEFL, 6,0 in IELTS or 62 in PTE). This is the responsibility of the sending institution to check that nominated students are at B2 level in English.												
Support Program	Tutor system, before during and after arrival Arrival days Orientation days (compulsory) Student events organized by tutors and student organizations. Starting packages – Organized by the student union of Åbo Akademi. Åbo Akademi Sports Student benefits such as student priced lunches, discounts in shops and restaurants, discounts on trains and busses – only after paying the student union fee.												
Grading Scales	<table><thead><tr><th>ECTS grades</th><th>Åbo Akademi University grades</th></tr></thead><tbody><tr><td>A</td><td>5 (Excellent)</td></tr><tr><td>B</td><td>4 (Very good)</td></tr><tr><td>C</td><td>3 (Good)</td></tr><tr><td>D</td><td>2 (Satisfactory)</td></tr><tr><td>E</td><td>1 (Sufficient)</td></tr></tbody></table>	ECTS grades	Åbo Akademi University grades	A	5 (Excellent)	B	4 (Very good)	C	3 (Good)	D	2 (Satisfactory)	E	1 (Sufficient)
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Academic Transcript	Åbo Akademi University will issue transcripts twice a year, after every semester. Exchange students must request a transcript at the end of their stay at the following link: survey.abo.fi/lomakkeet/14605/lomake.html . Transcripts will not be sent to students automatically. After the request has been submitted, one transcript will be sent to the student and a scanned copy is sent to the home university. A hard copy can also be sent to the home university, but that is only per request.												

Master's Thesis / Project

Exchange students are recommended to take courses while studying at Åbo Akademi University. The possibilities of doing a project work or writing a Master's thesis at Åbo Akademi University are limited and depend on the department.

Students who have the intention of doing project work or write a Master's thesis should establish contact with a supervisor at Åbo Akademi University before application by contacting the department directly. In order to contact the right department, one needs to have decided the subject/field of the thesis or project.

When contacting a potential supervisor, please include a description of the project and information about the number of credits it should contain as well as a brief background of your previous academic work.

Accommodation

Accommodation

Åbo/Turku is a **very** popular city to study in and there is a very high demand for student housing. Finding appropriate accommodation may be difficult, especially in the autumn semester. These are the providers of student housing we have an agreement with. Students can apply for housing already from May 1st for autumn term (highly recommended).

www.tys.fi

At the **Vasa campus** the incoming exchange students can apply for apartments via Lärkan.

studiebostader.fi

Information on how to apply for student rooms will be sent by email that all accepted exchange students will receive.

More information and other accommodation options can be found at our website here: www.abo.fi/en/study/study-abroad/exchange-students/how-to-apply/housing-and-living/

Arrival and Enrolment

Enrollment

The exact date and time for exchange students' reception and enrolment at Åbo Akademi University will be communicated in the Welcome letter that all exchange students will receive after they have been accepted.

Orientation course

Åbo Akademi University welcomes incoming exchange students with a **compulsory Orientation course**. More information can be found at www.abo.fi/en/study/study-abroad/exchange-students/how-to-apply/orientation-week-and-tutors/

We do not allow exchange students to arrive after the orientation week.

Estimated Costs of Living (in €)

Accommodation	Student housing: 350-470 € per month Private housing: 450-550 € per month
Food/Meals	300-350 € per month
Local transportation	38 € per month
Personal Expenses (Clothes, leisure, etc.)	100-200 € per month (depending on individual needs)
Student Union Fee	Approx. 32 € per semester

Accessibility

Accessibility

Wherever possible, Åbo Akademi University strives to provide reasonable accommodations to meet the needs of students with disabilities. Applicants with special needs who require special arrangements can contact the International Office (exchange@abo.fi) to discuss the issue and get further information.

You can find more information here: www.abo.fi/en/study/already-in/plan-your-studies/accessability/

Visa requirements and residence permits

EU Citizens

Citizens of the European Union, Lichtenstein and Switzerland do not need to apply for a residence permit before arrival. However, those citizens staying in Finland longer than 3 months without interruption need to register the right of residence. The calculation of the 3-month residence always restarts from the moment when you return to Finland after travelling outside its borders. **You can find more information here:** migri.fi/en/eu-citizen

Non-EU Citizens

Citizens from countries outside of the EU need a residence permit when entering Finland. The application for a residence permit can be made online at migri.fi/en/residence-permit-application-for-studies

The application should be submitted as early as possible, preferably immediately after receiving the letter of admission. The fee is 350 € (electronic application) and the processing time is around 2 months.

The following appendices are obligatory:

- acceptance letter issued by Åbo Akademi University
- documentation of a comprehensive health insurance for the entire study period.
- documentation of sufficient funds to cover the expenses for the study period in Finland. If your studies last less than a year, you are required to have 560 EUR for each month you intend to stay in Finland. Your livelihood has to be secured whether with a deposit in your own bank account (bank statement) or with an official certificate of a grant/scholarship (by a government, an organization or and educational institution)
- a copy of the passport

Health Insurance

Exchange Student Insurance

Citizens of a Nordic country, an EU/EEA country, Switzerland, or another country that has a convention regarding medical benefits, must bring an European health insurance card or similar from their home country for the insurance to apply.

Students from outside the EU must have private insurance which covers the cost of medical treatment up to 120 000 €. For instance, with the Student Insurance Package (SIP) provider MARSH. For further information please see www.sipinsurance.eu/

Bank Account

Credit Cards

All major credit cards (VISA, MasterCard etc.) are widely accepted in Finland.

Finnish Bank Account

Opening a bank account varies according to bank and each case is decided individually by the bank.

Miscellaneous

Student Union

Exchange students should, like all students, join the Student Union of Åbo Akademi university. The membership entitles students to a student card, meals at reduced prices at university cafeterias, reductions on train and bus tickets, legal advice and it will also enable you to take part in the activities of the student union. More information can be found at www.studentkaren.fi/.

Transportation

Information and timetables for buses in the Åbo area can be found on www.foli.fi/en. Information and timetables for buses in the Vasa area can be found on www.vaasa.fi/en/living/traffic-and-streets/public-transport/.

Tourist Guides

Åbo: www.turku.fi/en
Vasa: www.vaasa.fi/en

More information for incoming exchange students can be found here:

www.abo.fi/exchange