

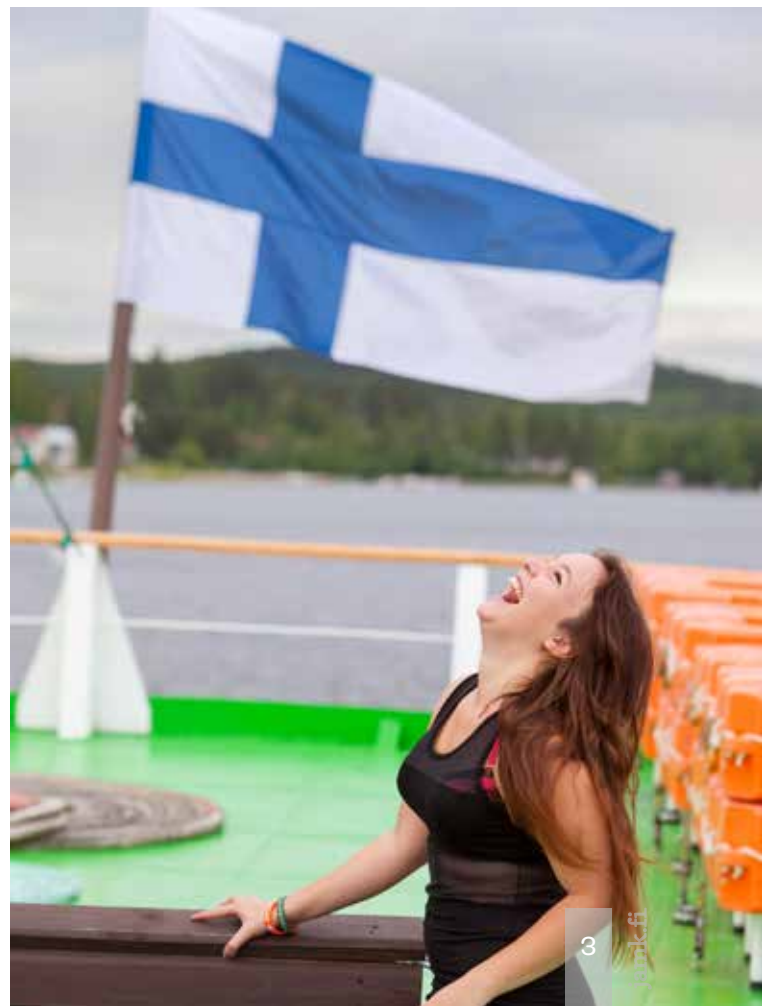
READ ME...

Important Information!

Orientation, Residence Permits, Housing and more!
BEFORE YOU ARRIVE

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Welcome to JAMK!

Congratulations on making the decision to study in another country! It takes courage and a certain spirit of adventure to do that and we are glad that you have chosen to study at JAMK University of Applied Sciences.

A warm welcome!

In this booklet you can find important information concerning your future stay at JAMK and Finland. Please go through this information carefully and do all the necessary things before departure to Finland to make your arrival and settling down smoother.

Things to Do Immediately

1. Start the Visa/Residence permit application procedure immediately if needed. Get Insurance for your time at JAMK. More information in this booklet under “Permits/Visas & Right of Residence” and “Insurance”.
2. Apply for student housing (KOAS) between the 5th and 16th of June 2017. If you don't want student housing, apply for housing from the private market. More information in this letter under “Accommodation”
3. Return your signed Learning Agreement by 31 July. More information in this letter under “Learning Agreement”
4. If for some reason you must cancel your exchange, inform JAMK about the cancellation by 31 July
5. Students coming to do practical training/professional practice as a Health and Social Studies student must have certain vaccinations. Please see page 8.





Jyväskylä is
located about
250 km north of
Helsinki

Jyväskylä and Transportation

Jyväskylä is located about 250 km from the capital of Finland, Helsinki. Through the following link you can view different kinds of maps (e.g. aerial) of Jyväskylä: <http://kartta.jkl.fi/> or <http://bit.ly/2q2Caou>

To familiarize yourself with your future hometown, visit the websites: <http://www.jyvaskyla.fi/lang/> and <http://visit.jyvaskyla.fi/en>.

The connections from Helsinki to Jyväskylä are excellent. Websites with information on the schedules are available at:

Railways: www.vr.fi

Bus: www.matkahuolto.fi/

www.onnibus.com

Permits/Visas & Right of Residence

Students From Outside EU or EEA

Students coming from outside the EU or EEA area need to apply for a residence permit or visa and take care of the sufficient insurance coverage. Start the application process immediately at your nearest Finnish consulate or embassy in order to receive the permit before travelling to Finland. You can find further information on permits and the compulsory Student's Health Insurance on the Finnish Immigration Service website at <http://www.migri.fi/frontpage>. Closest missions to you are listed on the website of the Ministry for Foreign Affairs: www.formin.fi – Diplomatic Missions - Finnish missions abroad by country

In the email you have also received an official Letter of Acceptance, which states that you have been officially accepted as an exchange student at JAMK; the document will allow you to apply for the residence permit or visa if necessary. Please, have the document with you when travelling to Finland in case you are asked to present it. If you are not sure whether you need to apply for residence permit or visa, please contact your closest mission for further information.

EU Citizens

Citizens from the EU nations do not need a residence permit or a visa before arriving to Finland. Although you do not need a residence permit, you need to register your right of residence at the nearest Migri (www.migri.fi) office (Kuopio, Tampere or Helsinki) if your stay in Finland lasts longer than 3 months straight. NOTE: Travelling outside of Finland within the first three months will restart the counter, and once you come back to Finland a new 3-month period begins.

Finnish Identity Code

According to directions from the Finnish Ministry of Education and Culture, it is now obligatory for all foreign students coming to Finland to apply for a Finnish Personal Identity Code. The Finnish higher education institutions, by law, have to collect the codes for the Finnish national higher education register called VIRT.A. Below are the options on how to apply for the Finnish ID code, depending on your situation with the permits:

Students from outside the EU or EEA can apply for the Finnish ID code at the same time they apply for their residence permit. There is usually a small tick box on the application form. Make sure you tick it! You will be asked for the identity code after your arrival to JAMK.

EU citizens have two options to apply for the Finnish ID code. 1. The Finnish Registrar's office (Maistraatti) will visit JAMK's main campus on one or two days during September (In the International Services office). You can apply for the Finnish ID code on campus. 2. If you miss those times, students will have to make an appointment and visit the Finnish Registrar's Office (Maistraatti).



Insurance

Exchange Students coming to JAMK should take care of insurance coverage for the whole duration of their stay before arriving in Finland. The insurance should also cover the free time. One option for insurance is the Student Insurance Program. Please see further information at www.sipinsurance.eu.

EU citizens can apply for a European Health Insurance Card (EHIC). The card holders are covered by health insurance in one of the EU member states and they have the right to immediate medical treatment while they are in any other member state. Please find out more on this from your local authorities. In addition to the EHIC card, insurance coverage should still be obtained. Students with the EHIC card will be charged the same amount as Finnish citizens for public health services. Private healthcare requires additional insurance if you don't want to pay the full price. Some examples of private healthcare facilities are: www.mehilainen.fi and www.terveystalo.fi

More detailed information about student healthcare can be found from: <https://studyguide.jamk.fi/en/Study-Guide-Bachelors-Degrees/General-Information-for-Students/Wellbeing-and-health/>

Health and Social Studies Practical Training

If you're coming to JAMK to do your practical training in the school of Health and Social Studies, this section is for you! Practical training takes place in locations around Jyväskylä, within public and private health care sectors. You will be notified about your practice placement prior to your arrival to Jyväskylä. Please bear in mind that your practice may be in different places, depending on the objectives and content of your training. Be prepared to present and discuss your practical training objectives with tutor teacher and/or practical training supervisor.

Students practicing at the Central Finland Central Hospital or at Kyllö hospital: You do not need to bring your own uniform, the uniform will be given to you by the hospitals. In turn, you should bring your own shoes or purchase them upon arrival to Jyväskylä. Health certificates and proof of vaccinations must be presented to the teacher guiding your practical training prior to starting your practical training.

Assessment: You will be given practice time sheets and assessment documents by JAMK. If your home university requires the supervisor to fill in forms used by your home country, please hand these to your supervisor at the start of practical training. Practical training is assessed as pass/fail after your final evaluation at the place of work.

Health Checks for Professional Practice

You must have negative results of a recent (less than 2 weeks) MRSA and salmonella tests performed in your home country, and also of Thorax (IT) (less than 3 months). The vaccinations Polio, D-Tetanus, MMR must be valid.

Take your certificate of vaccination with you to JAMK and your practical training! It will be checked upon arrival by the teacher guiding your practical training at JAMK. If the vaccinations are not valid, you cannot begin your practical training!

Countries With a High Incidence of Tuberculosis

The ministry of Social Affairs and Health recommends that students arriving from countries with a high incidence of tuberculosis undergo a voluntary screening test for tuberculosis if the duration of their stay in Finland is likely to exceed three months. The purpose of the screening is to ensure your own health and break any chain of infection. The examination and potential treatments are provided free of charge. The findings of the examination will not affect your right to study or your residence permit for Finland. The examination consists of an interview with the public health nurse and a thorax X-ray. Please, contact the Student Health Care Unit to make an appointment for the screening test.

Symptoms may appear years after contracting tuberculosis. You may contact the Student Health Care Unit at any point during your studies, if you have any of the following symptoms: unexplained coughing that lasts three weeks or longer, excretion of phlegm, coughing up blood, night sweats/fever or/and weight loss due to an unknown cause.



Arrival and Orientation

The orientation schedule was attached with your acceptance letter but keep in mind that the schedule is subject to change. If you have agreed to come outside of the normal semester dates for some special reason, for example, you'll be doing a practical training outside the official semester dates, you do not need to participate in the orientation. The detailed programme and the place of the orientation will also be published on our website at <http://www.jamk.fi/orientation>

Tutors/Buddies

JAMKO (the student union) employs student tutors whose task it is to help exchange students with practical matters. You will be assigned a tutor.

1. Your tutor will get in touch with you. Sometimes their mail ends up in your spam folder. Please check your spam folder regularly.
2. Confirm your arrival date and time to Jyväskylä by e-mail to your tutor no later than three weeks before your arrival. **If your tutor has not contacted you 3 weeks prior to your planned arrival to Jyväskylä, contact us at International Services and JAMKO at kvttutor@jamk.fi.** Our contact information is later on in this booklet.
3. Agree with your tutor when and how you'll meet once you arrive in Jyväskylä. If you do not agree a time with your tutor, they will not meet you and you will have to find your own way to your apartment and the institution. Keep in mind that your tutors may not be available to pick you up if you arrive late in the evening. If your tutor is not able to meet you right away, you could arrange to sleep in a hotel for one night and meet your tutor the next day. If you arrive to Tikkakoski airport, be prepared to pay for a taxi (around 60 EUR) as there is no bus available and tutors may not have a car. Taxi's accept credit cards or cash.

Survival Kit

If you do not want to bring your own linens and kitchen utensils all the way to Jyväskylä, you can rent a "Survival Kit" by ordering it through your tutor/buddy. It is a rentable package to help you get settled at the beginning and get you through the first weeks. Keep in mind that you'll still probably need to acquire some extra items along the line, even if you rent the Survival Kit. The service is provided by JAMKO, the Student Union of JAMK. Please check JAMKO's web page for a picture and more detailed description of Survival Kits. Please note that if you reserve a survival kit, the reservation is binding! For more information and a picture of the contents: <http://jamko.fi/en/services/survival-kit/>.

Information Folder

Upon arrival each exchange student will receive an information folder containing all the relevant information and documents concerning the exchange period. The folder contains e.g. documents to apply for student discount for public transportation. Please notice that none of these documents can be sent to you beforehand. If your tutor does not give you the information folder upon arrival, please pick it up from the International Services (Main Campus, room B106.1).



Learning Agreement, Changes & Enrolment

Please note that the learning agreement should be completely signed BEFORE you arrive at JAMK.

1. Check if you have all the signatures on your learning agreement. If you have all of the signatures, you don't need to do anything.
2. If a signature is missing, please get it signed and send a scanned version to JAMK (make sure your home institution also has a copy). We do not require paper versions.
3. If you notice that there are mistakes in your learning agreement or in your course choices **do not make or send us any new Learning Agreements or Changes to the original Learning Agreement documents at this point.** Documents are not processed during the summer due to the holidays. Do not worry if you are not completely sure about the original course selections in this first LA; you can change your study plan after your arrival to JAMK.

What if I Need to Make Changes to my Courses?

You can make changes about 1 month after your exchange starts. You'll only fill in the courses you added or/and deleted and then you make sure that your course registrations at JAMK match your paperwork. Make sure you have 30 ECTS per semester! You'll get more instructions on how to make changes to your courses after you arrive at JAMK.

Enrolment for Courses

You'll enrol for courses after you arrive at JAMK. You'll be guided through the process by staff members here at JAMK. It's part of the orientation week.

Accommodation

There are many options for housing. If you want economical but very basic housing, apply for KOAS (student housing). If you prefer more centrally located and higher quality apartments there is also private housing available. See options on the other page.

Accommodation at KOAS Student Housing

KOAS (Central Finland Student Housing Foundation) provides student housing in Jyväskylä but may not have enough apartments for everyone. Note that KOAS is not owned by JAMK. JAMK has no power or influence over KOAS student housing. All KOAS housing issues must be dealt with directly with KOAS. If you get housing through KOAS you'll be housed in furnished apartments. The apartment is very basic, but relatively inexpensive compared to the private market. The rent includes electricity, water and laundry. Normally students have their own room and share a kitchen and bathroom with other tenants. Note that the apartment/room at KOAS has to be rented for the whole semester/academic year (from the beginning of August until the end of December/May) and the rent for the apartment must always be paid for the whole month. So even if you move in at the end of the month or move out before the end of the month, the rent must be paid for the whole month. If very basic housing isn't your thing or you don't like the terms, please see other options on the next page.

Apply for KOAS housing at <http://www.koas.fi/en/ex> between the 5th and 16th of June. Don't be late!

Exceptions: JAMK Will Arrange Housing in the Following Cases

- **Agriculture students: JAMK will arrange housing for you!** Students coming to study Agriculture will live in Saarijärvi (about 60 km away from Jyväskylä) in arranged rental apartments. The apartments in Saarijärvi are about 6 km from the campus and is easily reached by bus, bike or car pool.
- **ERASMUS+ GLOBAL: JAMK will arrange housing for you!** Erasmus+ Global partners are outside of the EU and specifically negotiated. **Does Not Apply to European Erasmus+ students! Regular Erasmus+ students must apply for housing on their own.**

Short Term Accommodation

If KOAS is not able to offer you a room (i.e. the quota is already full), and you need a temporary place to stay while you're looking for a more permanent solution there are options below:

- **Emergency student accommodation:** <http://jyy.fi/en/temporary-accommodation/>
- **Hostel Laajis:** www.laajis.fi/en/food-and-accommodation/outdoor-hostel-laajis.
- **Omena Hotelli:** www.omenahotels.com/en/
- **Hotel Milton:** <http://hotellimilton.com/en/5/Home>
- **Air B&B:** www.airbnb.com
- **The Local Culture Hostel & Café:** <https://www.facebook.com/thelocalijkl/>
- **Facebook Group: Housing Wanted & Available in Jyväskylä:** Before joining this group please add something about Jyväskylä/JAMK in your profile. <http://bit.ly/2rUgpfv>



Other Housing Options

Forenom student apartments

<http://forenom.fi/en/apartments/homes-for-students>. Furniture, water, electricity and Internet are included in the student apartment rent. Shared apartments are affordable, so team up with your fellow students for example in JAMK INCOMING EXCHANGE STUDENTS Facebook group at <https://www.facebook.com/groups/1437085296595700/>

Rental Agency for Students (Opiskelijoiden vuorkavälitys): Their website is in Finnish. You can visit them at Yliopistonkatu 6 or e-mail them at jk1@ovv.com. Their website is: <https://www.ovv.com/>

Ada & Alex: <http://ada-alex.fi/en/>

SATO: <https://asiointi.sato.fi/asuntohakemus.aspx?lang=en>

Facebook Group: Housing Wanted & Available in Jyväskylä

Before joining this group please add something about Jyväskylä/JAMK in your profile. Please see the Facebook group at <http://bit.ly/2rUgpfv>. Please note that anybody can post an advert so watch out for scams! Beware of people asking for large deposits. The normal deposit is usually 1 or 2 months of rent. Beware of anyone not using a Finnish bank account! Never pay to Western Union! If you start having doubts about the authenticity of an ad, contact the group admin, International Service, or your home institution for guidance. Remember that in the end you are fully responsible for your accommodation matters, i.e. you are responsible for all the practicalities negotiated between you and the landlord.

Living in Finland

In general, the temperature in Finland may vary between -25 °C in the winter months and above +20 °C in the summer time. For further information about the weather in Finland: www.foreca.com

Remember to bring some warm winter clothing with you. During the winter months in Finland the temperature might vary even between -10°C and -25°C. The best way to keep warm is by layering clothes. You can buy winter clothes also in Jyväskylä e.g. in second hand shops. Eko Centre is a great example. They're located right downtown.



Learning the Finnish Language

Finnish is a rather exotic language and many say that it's very difficult. The Finns always say that Finnish is easy but we'll let you be the judge. If you're coming to JAMK via Erasmus+ exchange and you'd like to learn a bit of Finnish before you arrive, the Finnish language is available to learn online through the Erasmus+ OLS (Online Linguistic Support). Check out <http://erasmusplusols.eu/> and ask your home institution to tell you more. It's also possible to study Finnish here at JAMK. Just remember to add Finnish 1 to your learning agreement.

You can also study Finnish on the internet, for example, on the following websites:

<http://www.oneness.vu.lt/fi/>

<http://donnerwetter.kielikeskus.helsinki.fi/finnishforforeigners/>

<http://www.uuno.tamk.fi/>

<http://oppiminen.yle.fi/suomi-finnish>

Erasmus+ Online
Language Course

Available in Finnish! Ask
your home university for
more info



Life at JAMK. What's That Like?

Classes in Finland might be different from those at home. You may find that teachers are less formal here. For example, it is not unusual for you and the teacher to address each other by first names. Teachers want you to feel comfortable and welcome, and everyone is expected to treat each other with respect.

Studies at our institution also take place outside the lecture rooms: many courses include independent study, group work and online learning. Students from non-English speaking countries who are attending academic classes may find that they need some time to adjust to listening and speaking a foreign language. Nevertheless, you need to be active as well as have initiative and above all, stay positive!

Average monthly living costs for students are estimated to be between 750-1200 euros. A bus ticket costs about 60 € per month (single ticket costs about 3,30 €). Lunch at the school cafeteria costs about 2,60 €. Please see further information at <http://opinto-oppaat.jamk.fi/en/Study-Guide-Bachelors-Degrees/General-Information-for-Students/Living-Costs-Student-Financial-Aid/>. You might also want to buy/rent a second-hand bicycle here, because it is easy to get around in Jyväskylä by bike and many students bike everywhere.

The values of JAMK are responsibility, trust and creativity. Every member of the higher education community is expected to act consistently with these values. In addition, our activities are guided by general ethical principles and field-specific ethical guidelines supplementing them. In practise, this means, for instance, that JAMK's students are responsible for not fabricating, plagiarizing or cheating in their studies. For further reading about ethical principles at JAMK: <https://opinto-oppaat.jamk.fi/Global/Tietoa%20JAMKista/Esittely/Ethical%20Principles%2020130513.pdf>.

Social Activities at JAMK

JAMKO

Close your books and take a day off! JAMKO organizes plenty of events across a wide variety of fields. There are plenty of awesome parties to choose from as well as laid back evenings and tours around the region. Members of the student union always receive a discount on event entrance fees! In parties and other events organized by the student union, you have many chances to get to know your classmates, and to meet people from other degree programmes. More information:

<https://www.jamko.fi/en/services/entertainment-culture/>

International Club (JAMKO)

The Student Union also has an International Club. It hosts lots of fantastic activities as well organises trips abroad to Russia, Sweden and Lapland for example. More information about IC from <https://www.jamko.fi/en/services/international-club/>

Academic Sports

If you like to play sports, you'll be interested in Academic Sports. Everything from Yoga and Kettle Bells to football are organised by Academic sports. More information from: <https://www.korkeakoululiikunta.fi/en>

Friend Family Programme

The International Services of JAMK University of Applied Sciences coordinates a Friend Family programme for international students and Finnish families. Students staying in Finland for a semester or longer can participate in the programme, which will help them get to know more about the Finnish culture and way of life through a local friend or family. Students do not live with the families. They only meet for joint activities. Students and Families are matched based on their personal hobbies and what they enjoy doing. Some families and students meet every week to eat or go for walks for example. Other families may meet less often. The programme is completely voluntary and the schedule is up to you! It's truly a rewarding experience!

A link to the online application for a friend family will be sent to all new incoming exchange students to their personal JAMK e-mail at the beginning of the semester. Please notice that there are always more students applying for the programme than Finnish families, so we cannot unfortunately guarantee a friend family for each student.



Academic Calendar

Courses in the Autumn semester starts at the end of August and ends before Christmas. Courses in the Spring start and end at different times depending on what you're studying at JAMK. Please check the starting and ending dates for each school from the following link: www.jamk.fi/general-information-for-exchange-and-double-degree-students.

Summer school for students studying for the whole academic year is optional and starts in Mid-May and continues through Mid-June. Students starting in the spring semester in the school of business MUST take summer courses so their exchange will end towards the end of June. Every school has its own starting and ending dates. See the link at the top of this page for specific dates.

If you're coming to do your professional practice, your dates may not necessarily follow the normal semester dates. You'll be expected to arrive before your professional practice begins. Please check your letter of acceptance to see the dates.

Fall and Spring Breaks

During fall and spring break there are no classes but students may have assignments to complete.

Please see our website for exact dates: <http://www.jamk.fi/academic-calendar>

Exam Periods

There are no separate exam periods at JAMK. Exams are held during the official semester and usually completed during class time.

Transcript of Records

The dates in your final Transcript of Records (and in a Letter of Confirmation if requested) after the exchange period will be written according to the official semester dates, no later. Please take this into account when you are planning your exchange, since it might affect your possible grant from your home institution.

One original transcript (paper version) will be mailed to your home institution **at the end of your studies at JAMK**. A scanned version will be sent to you and your home institution. Transcripts for students studying during the Autumn semester will be sent out latest by the end of February. Transcripts for students studying during the Whole Academic year/Spring semester are sent out latest by the end of September. If you need additional certified copies of your transcript for applying for further education, they are available for a fee and may be purchased at: <https://jamk-international.vilkasstore.com/>





Contact Information

If you have questions, please see our website and read this booklet first. Please note that during the summer/Christmas holiday, it may take some time to answer. We also have live chat if you visit our website. Look for the chat box on the lower right side of the browser. We'll answer live chats during 9:00 - 15:00 Finnish time.

Address: JAMK Main Campus, Rajakatu 35 (Room B106.1), 40200 Jyväskylä, Finland

Office Hours: Mon-Thu 10:00 - 15:00, Fri 10:00 - 14:00

Facebook Page: JAMK Incoming Exchange Students: <https://www.facebook.com/groups/1437085296595700/>

Incoming exchange students in the following fields:

- Health and Social Studies / Music
- Teacher Education
- Business
- Tourism, hospitality and Service Business
- Agricultural and Rural Industries

studentmobilityA@jamk.fi

Incoming exchange students in the following field:

- Technology, transport and ICT

studentmobilityB@jamk.fi

jamk.fi

JAMK University of Applied Sciences

www.jamk.fi/en/JAMK-information/international
international@jamk.fi