

Haaga-Helia University of Applied Sciences

GENERAL INFORMATION	
Website	http://www.haaga-helia.fi/en
Address	Haaga-Helia University of Applied Sciences International Services Ratapihantie 13 FI-00520 Helsinki Finland
Erasmus code	SFHELSINK40

CONTACTS	
Incoming students	exch@haaga-helia.fi
Outgoing students	outgoing@haaga-helia.fi
Teacher & staff exchanges	staffexchange@haaga-helia.fi
General inquiries	international@haaga-helia.fi
Head of International Relations	Ms Katri Salmi Tel. +358 294471649 E-mail: katri.salmi@haaga-helia.fi Address: Ratapihantie 13, FIN-00520 Helsinki

ADMISSIONS FOR EXCHANGE STUDENTS	
Student Exchange Website and Guide	http://www.haaga-helia.fi/exch
Term Dates	Autumn term: Mid-August - End of December Spring term: Early January - End of May https://www.haaga-helia.fi/en/academic-year

Application Deadline	<p>For autumn term and full academic year: 22 April For spring term: 21 Oktober</p> <p>Decisions will be sent within 4 weeks of the application deadline.</p>
Application Documents	<ul style="list-style-type: none"> • Current Transcript of Records • Proof of English proficiency (official language test certificate or English teacher's statement required from students who study in a non-English language degree programme) • Copy of one's passport (for non-EU/EEA citizens who need a residence permit)
Application Instructions, Application Form	<p>http://www.haaga-helia.fi/exch -> How to apply</p>
ARRIVAL SERVICES	
Meet and Greet	<p>Exchange tutors will be available for guidance at the airport during recommended arrival dates. For more information, please see https://www.haaga-helia.fi/en/arrival-and-orientation</p>
Orientation Dates	<p>Haaga-Helia organizes an orientation for exchange students at the beginning of every semester.</p> <p>https://www.haaga-helia.fi/en/arrival-and-orientation</p>
HOUSING	
General Information	<p>Haaga-Helia guides incoming students in finding accommodation.</p> <p>Information for incoming students available at: https://www.haaga-helia.fi/en/housing-exchange-students</p> <p>Info for incoming staff available on request.</p>
INSURANCE	
General Information	<p>Haaga-Helia guides incoming and outgoing students in obtaining insurance cover. Incoming students are responsible for making sure that they have an appropriate insurance cover for the duration of the exchange period.</p> <p>Information about insurance available at: https://www.haaga-helia.fi/en/health-insurance</p>

	Incoming staff are responsible for making sure that they have an appropriate insurance cover for the duration of the exchange period. Outgoing staff has an insurance cover organized by Haaga-Helia.
Contact	exch@haaga-helia.fi
VISA / RESIDENCE PERMIT	
General Information	<p>Haaga-Helia offers guidance in obtaining a residence permit for incoming students.</p> <p>Info for incoming students available at Finnish Immigration Service website: http://www.migri.fi/studying_in_finland</p> <p>Info for incoming staff available on request.</p>
Contact	exch@haaga-helia.fi
ACADEMICS	
Course details	https://www.haaga-helia.fi/en/courses-exchange-students
Course enrolment period	Autumn term: May-June Spring term: November
Transcript of Records	A Transcript of Records will be issued by Haaga-Helia no later than five weeks after the assessment period has finished. Students are responsible for downloading the Transcripts of Records themselves from the student intranet.
REQUIRED LANGUAGE SKILLS	
Language of instruction	English
Required language of instruction level: Student Mobility for Studies	B2 (Common European Framework of Reference for Languages) http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr
Recommended language of instruction level: Staff Mobility for Teaching	B2 (Common European Framework of Reference for Languages) http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr

STUDENTS AND STAFF WITH SPECIAL ACADEMIC OR PHYSICAL NEEDS	
<p>General Information</p>	<p>Haaga-Helia takes into consideration as much as possible the special needs of the incoming students and staff. Most of our facilities are wheelchair accessible. Special exam arrangements can be made for those with a diagnosed special need. Special needs teachers, Study Psychologist and Psychiatric Nurse are available for support.</p> <p>Incoming students and staff members with special needs are advised to inform the International Services about their needs before arrival. Information concerning the health of students and staff is kept confidential.</p>
<p>Contact</p>	<p>exch@haaga-helia.fi</p>