



**Åbo Akademi
University**

Information Sheet for Partners and Exchange Students

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Academic Calendar

Semester 1 (Autumn): End of August–Christmas

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

Nomination Information for coordinators

Nomination deadlines

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

Nomination Instructions Åbo Akademi University has updated the nomination process for incoming exchange students.

Nominating your students

Åbo Akademi University manages nominations for incoming exchange students in SoleMove.

To nominate students, you need to have an account and receive a link to the online nomination form.

Registering for an account

If you do not have a user account with us or are not sure if you do, please contact the International Office at exchange@abo.fi and we will create one for you.

Please send us the following information:

- Nominator's first name
- Nominator's last name
- Nominator's email address (can be a general email address)
- Nominator's University
- Optional: the agreement that you will nominate via.

We will then create your account, and you will receive log in information and a link to the nomination form. **Late nominations will not be accepted.**

Once you have a user account, please read the nomination instructions available on our website here – [Nomination Instructions for Partners](#)

Application Information for students

Deadline for Applications	Autumn Semester (or full academic 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

Åbo Akademi University manages nominations for incoming exchange students in SoleMove.

For information about nomination procedures, please see the above section and on our website at:

www.abo.fi/en/study/study-abroad/exchange-students/how-to-apply/

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

We have **changed** our application criteria for incoming exchange students. 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. The email address to be used is exchange@abo.fi

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

Certificate of Stay

Confirmation of Arrival/Certificate of Stay/Confirmation of End of Study Period will be issued exclusively as an **Åbo Akademi University certificate** upon the students' arrival/departure. **No other types of forms will be signed.** We will not fill in and sign printed forms coming from other institutions.

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 or Swedish 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
- Sports services – Campussport and ÅAU 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

ECTS grades Åbo Akademi University grades

A	5 (Excellent)
B	4 (Very good)
C	3 (Good)
D	2 (Satisfactory)
E	1 (Sufficient)

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:

www.abo.fi/en/study/study-abroad/exchange-students/information-for-accepted-exchange-students/in-the-end-of-the-exchange/

Transcripts will not be sent to students automatically.

After the request has been submitted, the digital transcript will be sent to the student, and a digital copy is sent to the home university. A hard copy can also be sent to the home university, **but that is only per request.**

If students have studied courses at our neighboring university, the University of Turku, a separate transcript of records will be provided from the University of Turku for studies completed there.

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.

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.

More information can be found here:

www.abo.fi/en/study/study-abroad/exchange-students/how-to-apply/writing-a-masters-thesis-during-the-exchange/

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/en

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

studiebostader.fi/en

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 Information Package that all exchange students will receive after they have been accepted.
Orientation Week	Åbo Akademi University welcomes incoming exchange students with a compulsory Orientation Week . 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: 750-1000 € per month
Food/Meals	300-350 € per month
Local transportation	40 € per month
Personal Expenses (Clothes, leisure, etc.)	100-200 € per month (depending on individual needs)
Student Union Fee	Approx. 35 € per semester

Accessibility

Accessibility	<p>When possible, Åbo Akademi University provides 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.</p> <p>You can find more information here: www.abo.fi/en/study/already-in/plan-your-studies/accessibility/</p> <p>Approx. 35 € per semester</p>
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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. All information relating to the residence permit application and the application itself 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 450 € (electronic application) and the processing time is 1-3 months.

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 a 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 <http://www.studentkaren.fi/en>.

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 and en.visitturku.fi
Vasa: www.vaasa.fi/en

More information for incoming exchange students can be found here:

www.abo.fi/exchange