Practical Information before Departure for Incoming Exchange Students, Trainees, and Double and Joint Degree Students
Dear Student,

In the following pages, you will find some basic information about studying at TAMK. You will receive a more detailed Exchange Student Guide after arriving in TAMK.

Contents
1. IMPORTANT CONTACTS .................................................................................................................. 2
2. TAMK TIMETABLE 2018 - 2019 .................................................................................................... 3
3. STUDYING AT TAMK .......................................................................................................................... 4
4. STUDENT ACCOMMODATION ......................................................................................................... 5
5. VISA OR STUDENT RESIDENCE PERMIT .................................................................................... 6
6. TRAVEL AND HEALTH INSURANCE .............................................................................................. 6
7. HEALTH SCREENING TESTS ............................................................................................................. 7
8. ARRIVING IN TAMPERE ................................................................................................................... 7
9. ARRIVING IN TAMK .......................................................................................................................... 9
10. STUDENT CARD, TUTORING AND SURVIVAL KITS ...................................................................... 10
11. FACILITIES AT TAMK ..................................................................................................................... 10
12. MORE INFORMATION ...................................................................................................................... 11

If you have any questions before your arrival, please feel free to contact us:

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Incoming Students Office (B1-53)
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1. IMPORTANT CONTACTS

**TAMK Incoming Students Office** ([incoming.students@tamk.fi](mailto:incoming.students@tamk.fi))

Tarja Kononov / Kirsi Eskelinen
- Exchange applications
- Learning Agreements
- Invitation letters
- Advice on student accommodation
- Orientation

**Pick-ups, Survival Kits, Tutoring**

Tamko Student Union, [www.tamko.fi/en](http://www.tamko.fi/en)
- Tutoring

Club International Tampere (CLINT) [http://clint.tamk.fi](http://clint.tamk.fi)
- Pick-up from the Tampere-Pirkkala Airport, Tampere Railway Station or Tampere Bus Station
- Survival Kits

**Student housing in Tampere**

- TOAS: [https://toas.fi/en/](https://toas.fi/en/)
- Housing anywhere: [https://housinganywhere.com/](https://housinganywhere.com/)
2. TAMK TIMETABLE 2018 - 2019

Terms

Autumn Term 2018*: 1 August - 31 December 2018
Spring Term 2019**: 1 January - 31 July 2019

* Officially, the Autumn Term starts on 1 August, but students start their studies when their Orientation starts. Also, officially the Autumn Term ends on 31 December, but all classes and exams finish before Christmas.

** The Spring Term starts officially on 1 January, but students start their studies when their Orientation or courses start. In the spring term, classes and exams are usually finished by mid-May, in some programs even at the end of April. The ending of the courses depends on the teachers; they usually announce the last day of classes in the beginning of the course.

Periods

Period 1 1 August - 21 October 2018
Autumn holiday 15 - 21 October 2018
Period 2 22 October - 31 December 2018*

Period 3 1 January - 4 March 2019
Spring holiday 25 February - 3 March 2019
Period 4 4 March - 31 July 2019**

National holidays (no teaching at TAMK)

All Saints' Day 4 November 2018
Independence Day 6 December 2018
Christmas Day 25 December 2018
Boxing Day 26 December 2018

New Year's Day 1 January 2019
Epiphany 6 January 2019
Good Friday 19 April 2019
Easter Monday 21 April 2019
May Day 1 May 2019
Ascension Day 30 May 2019
3. STUDYING AT TAMK

You will receive detailed information about studying during the Exchange Student Orientation. Below is some general information about studying at TAMK.

Courses

Exchange students mainly attend the same courses as TAMK’s full-time degree students. In addition, there are some courses for exchange students only. Exchange students will register to courses during the Orientation. Learning Agreements are tentative until the teachers’ approval of a student to a course.

TAMK’s academic year is divided into two terms: Autumn Term (August - December) and Spring Term (January - May), and four periods: Period 1 (August - October), Period 2 (October - December), Period 3 (January - March) and Period 4 (March - May).

Many courses last for two periods (e.g. Periods 1 - 2 or Periods 3 - 4), but some courses may last only one period (e.g. Period 1) or longer (e.g. Periods 1 - 3 or Periods 1 - 4). Exchange students staying only one term may register to courses lasting the whole academic year only if the teacher agrees to the arrangement. The credits to be given in such cases will be agreed upon case by case.

There are no exam weeks or months at TAMK. The mid-term and/or final exams are usually arranged during the course. The teachers will announce their exam dates at the beginning of the course.

Most course books can be borrowed from the TAMK libraries. Teachers may also provide course materials, some of which are free of charge and some have a modest cost.

Final Thesis or Project Work

Each exchange student accepted to carry out a Project or a Final Thesis at TAMK will be assigned a supervising teacher. Exchange student should agree on the content and credits of the project or thesis directly with that teacher.

Practical Training Placement

Practical training is mainly available in the field of Health Care. For any other field, please contact the Incoming Students office.

Cross campus studies

After arriving, through Unipoli Tampere, exchange students at TAMK may attend certain courses in another university in Tampere: University of Tampere. The main principle is that you must take at least 60% of your courses in the main host university (in your case TAMK).

Please see http://www.unipolitampere.fi/studying/index.html for more information.

Online Finnish: UUNO

If you want to study Finnish language beforehand, you can pay a visit at the UUNO website. There you will find comic strips inviting you to get familiar with the Finnish language and culture: www.uuno.tamk.fi/

Finnish during your exchange

Finnish language course N-KV598F Basics of Finnish (3 ECTS) is offered for all exchange students at TAMK.

Finnish Society and Culture

The Unipoli Tampere universities arrange jointly a lecture series on various topics on Finnish society and culture. Exchange students may earn 3 - 5 credits for the course YKYYKV1 Finnish Society and Culture. More information at http://www.unipolitampere.fi/studying/finnishsocietyandculture.html.
4. STUDENT ACCOMMODATION

Each student is independently responsible for finding accommodation in Tampere.

TAMK provides advice on how to apply for student housing, but we do not have any dormitories nor can we reserve student accommodation for you.

In the autumn, there is usually a shortage of student accommodation. There are thousands of new students looking for student housing at the same time. Apply for a room as soon as you receive a confirmation for your exchange from TAMK to enhance your possibilities of getting a room!

In the spring, the housing situation is better and it is easier for students to find student rooms.

Please note that you usually have to pay the full rent for the whole calendar month no matter how many days you actually stay in the room!

TOAS is a company that offers student housing in Tampere. All student rooms are located 2 - 10 km from TAMK's Campuses. All locations have good bus connections: a bus trip to Tampere campuses takes max. 20 - 30 minutes.

TOAS (https://toas.fi/en/)

- All rental agreements are made for the fixed period: 1 August - 31 December for the Autumn Term and 1 January - 31 May for the Spring Term. If you arrive for example only in September and want to live in a TOAS room you must pay rent for August, too.
- Application deadlines: 30 June for the Autumn Term, 30 November for the Spring Term.
- TOAS will send you an offer and information how to pay the deposit 375 €. The deposit cannot be paid before receiving the offer!

TOAS has an electronic application on their web pages. TAMK or TOAS cannot guarantee a room for any applicant. Rooms are rented out on first-come-first-serve basis depending on the availability of rooms.

Please note that TOAS usually rents shared flats to new students: you will share your flat, in some cases even your room, as well as the kitchen, toilet and bathroom with 2 - 3 other students. The cost of a shared flat is approximately 250 € - 300 €/person/month. It is impossible for new students to get a single apartment from TOAS!

Housing Anywhere is an international student housing platform. On the platform you can search and book rooms offered by our outgoing students, as well as other rooms listed by verified private landlords in our city.

In order to be identified as a Tampere University of Applied Sciences student, please fill in this Sign-Up form; http://go.housinganywhere.com/39e and you will then receive a link to activate your “Partner Student” profile, which will give you priority access to the rooms available, live notifications and personalized assistance.

Booking a room on Housing Anywhere is 100% safe and scam-free thanks to a Secure Booking System: the first month's rent is paid to Housing Anywhere and will be transferred to the advertiser 48 hours after you move in, and only if the room corresponds exactly to what you agreed to book. Otherwise, you will be eligible for a full refund. This way you can comfortably book a room in Tampere even months before your arrival. Housing Anywhere charges a small administrative fee for this service.

You may also look for a room through other sources: newspapers (e.g. Aamulehti), internet (e.g. Asuntohelpi), private housing companies (e.g. VVO) or private persons. The cost of a private flat is approximately 450 € - 1000 €/month.

If you cannot find a room in Tampere before your studies start, you will have to stay in a hostel or a hotel at your own expense. Budget rooms can be found e.g:

Dream Hostel: www.dreamhostel.fi/en (2,5 km from TAMK, mention “TAMK” for a discount)

Omena Hotel: www.omenahotels.com/en (2,5 km from TAMK, no reception desk)

Hotel Homeland: www.homeland.fi/en (2,5 km from TAMK)
5. VISA OR STUDENT RESIDENCE PERMIT


Citizens of non-EU countries have to apply for their Visa or Residence Permit from the Finnish Embassy in or closest to their home country prior to arriving in Finland. Please contact the closest Finnish Embassy for more details. More information also at Finnish Immigration Service: [www.migri.fi/studying_in_finland](http://www.migri.fi/studying_in_finland).

- If you are staying in Finland less than three months, you may apply for a Visa. If you are staying in Finland for more than three months, you must apply for a Student Residence Permit.
- Please note that the application process may take several months, depending on the country. Note also that the requirements for a Visa and a Student Residence Permit are different.
- You should apply for a Finnish Personal Identity Code at the Embassy. Otherwise you must apply for one at the Local Register Office in Tampere. Getting the code does not cost anything.

The citizens of the Nordic countries do not need a visa or residence permit to study in Finland.

6. TRAVEL AND HEALTH INSURANCE

EU Health Insurance Card

Citizens of EU and EEA countries should acquire an **EU Health Insurance Card** from their home countries prior to coming to Finland. By presenting your European Health Insurance Card, you will receive necessary **acute medical treatment** in public hospitals/clinics on the same terms as the local residents.

Additional Health Insurance

Because the EU Health Insurance Card is not sufficient for **non-acute medical treatment**, TAMK highly recommends that ALL EXCHANGE STUDENTS take a personal travel and health insurance, covering at least acute illnesses and accidents, before departure to Finland!

If you need to consult private doctors or must be hospitalised, health care can be very expensive: the hospital bill can easily be several hundreds or thousands of euros!
7. HEALTH SCREENING TESTS

Students to Biomedical Laboratory Science, Nursing, Physiotherapy, Radiography and Radiotherapy or Social Services (if Social Services Practical Training) must send max. 30 day old negative MRSA (Methicillin Resistant Staphylococcus Aureus) test result at least 1 (one) week before arrival by email, fax or post. The test swabs must be taken from the nose AND the throat (and possible other infected areas).

Students taking culinary courses from Hospitality Management must send max. 30 days old negative Salmonella test result at least 1 (one) week before arrival by e-mail, fax or post.

Students to Biomedical Laboratory Science, Nursing, Physiotherapy, Radiography and Radiotherapy or Social Services (if Social Services Practical Training) who come from Bangladesh, Brazil, China, Ecuador, Ethiopia, India, Indonesia, Kenya, Kyrgyzstan, Latvia, Lithuania, Malaysia, Mozambique, Namibia, Nepal, Romania, Russia, South Korea, Tanzania, Thailand, Uganda and Vietnam must also send max. 6 months old doctor's statement of an X-Ray Thorax at least 1 week before arrival. Results should be clearly indicated in English.

8. ARRIVING IN TAMPERE

Inform the Incoming Students Office via Solemove of your arrival date, time and place at least two weeks in advance. If you have informed your tutor by email of your arrival, TAMK tutors will meet you at the Tampere-Pirkkala airport, Tampere bus station or Tampere railway station on your arrival. If you have booked a TOAS room, the tutors will have your room key(s) with them.

If you arrive in Tampere without informing us, you have to find your own way to TAMK, the housing office (to pick up your key!) and your flat.

You have several options of reaching Tampere:

**Fly to Tampere**

The easiest way to arrive to Tampere is by air: Tampere-Pirkkala airport is located 15 km from the city centre. Many international airlines fly directly to Tampere (Terminal 1).

From Tampere-Pirkkala airport to Tampere city centre:

- If you inform your tutor and us of your arrival, TAMK tutors will meet you at the airport. The airport is small – you don’t need to worry about finding them, they will find you!
- A taxi to the city centre or student flats costs approx. 30 €. Call +358 100 4131 if no taxis are available at the airport.
- Busses (5 €) from the airport to the city run once in an hour: Terminal 1: [http://aikataulut.tampere.fi/?lang=en&stop=7035&direction=2&showLines=1%2C1A%2C1B%2C1C](http://aikataulut.tampere.fi/?lang=en&stop=7035&direction=2&showLines=1%2C1A%2C1B%2C1C) (airport=lentoasema)
Fly to Helsinki and take an Express Bus or a train to Tampere

Flights to Tampere are often expensive, so if you decide to fly to Helsinki, the easiest way to get to Tampere is to take an Express Bus or a train directly from the airport to Tampere Bus Station or Railway Station:

- Express Buses depart from Bay 13 (in front of Terminal 2) and Bays 3/5 (in front of Terminal 1) about once an hour. It takes 2 - 3 hours to reach Tampere. The bus arrives at the Tampere Bus Station in Tampere city centre. You may buy the ticket, about 30 €, from the driver. More information and timetables at http://www.paunu.fi/in-english/ (To check the best connections between Helsinki International Airport and Hämeenlinna, Valkeakoski or Tampere).

- Train station at the airport is located on the corridor between terminals 1 and 2, on the same level with the arrival halls. Take notice that the tickets cannot be bought on the train but online or from a ticket machine at the station. The train must be changed in Tikkurila train station to a train headed to Tampere. It takes about 10 minutes from the airport to Tikkurila and 1½-2 hours from Tikkurila to Tampere. Tampere Railway Station is located in the centre of the city.

  https://www.vr.fi/cs/vr/en/keharata_en?cmp=etusivun%20alabannerit&itm=Read%C2%A0more

From Helsinki centre take a train or an express bus to Tampere

If you are in Helsinki city centre, you can take a train or a long distance bus to Tampere.

- Trains leave every hour and it takes about 2 hours to reach Tampere. Trains arrive at the railway station (rautatieasema) in Tampere city centre. Ticket is about 30 € one way. More information and timetables at https://www.vr.fi/cs/vr/en/frontpage

9. ARRIVING IN TAMK

First go to the Main Campus and:

- attend the Orientation, or
- go to the Incoming Students Office (B1-53) (if you miss the Orientation)

The Main Campus (address: Kuntokatu 3 or Teiskontie 33) is located two kilometres east of Tampere city centre and can be accessed with several city busses from the city centre (e.g. 1, 8, 28, 29 and 90, get off at the “TAMK” bus stop).
10. STUDENT CARD, TUTORING AND SURVIVAL KITS

To get the official Student Card, you need to join the Tamko Student Union. The membership costs 26 € for one semester and 42 € for two semesters.

Fill in an application form online (www.tamko.fi/en/membership) or at the Tamko office after your arrival. It is not mandatory to join Tamko but it is recommended. Tamko members receive discounts in trains and buses, as well as in hundreds of restaurants, shops, movie theatres, swimming halls, etc.

Tamko Student Union, L-building, Kuntokatu 3, Tel. + 358 44 382 6561, office@tamko.fi, open Mon - Fri 9:00 - 16:00

Tutoring

Tamko will assign a student tutor to every exchange student. Your tutor will contact you by e-mail and help you with any questions that you may have before your arrival. The tutors are also responsible for picking you up from the airport / bus station / railway station, and in helping you get your keys from the housing agency etc.

Survival Kits

Tamko and Club International Tampere (CLINT) rent Survival Kits, which contain basic facilities such as kitchen utensils and bed linen into a student flat for the exchange period. The Kit is designed to assist the foreign students to settle in their rooms.

Survival Kit, price 75 € for members, 80 € for others: bread knife, bread plate, coffee mug (2), cutting board, dinner plate (2), drinking mug, (2), fork (2), frying pan, kettle, kettle lid, kitchen towel, knife (2), ladle, plastic bowl, potholder (2), soup plate (2), spatula, spoon (2), storage box, teaspoon (2), bed sheet, blanket, blanket cover, pillow and pillow case.

The price includes a deposit fee of 60 €. The deposit will be refunded after returning the whole Survival Kit unbroken and clean back to the Student Union office. If something is missing, broken or dirty when returning the Kit, the deposit will not be refunded.

11. FACILITIES AT TAMK

Computers

Exchange students will receive a username and a password for TAMK computer system during the orientation.

Several computer class rooms are available on Kuntokatu Campus (especially C and S buildings). Other campuses also have 1 - 2 computer rooms. Students are free to use any free computer in the classrooms (provided that there is no class ongoing), the hallways and the libraries. All floors have a shared printer, usually in the hallways. Students have a certain free printing / copying quota per term. All students will receive a Print Card needed for printing, copying and scanning during the Orientation.

TAMK also has a wireless network for students and visitors on all campuses. Network name is TAMK-GUEST, log in with your TAMK username and password which you will receive in the Orientation.

TAMK libraries

Each campus has a library. Most course books can be borrowed from the TAMK libraries. All students and staff can use the library services free of charge. At TAMK, students mainly don’t need to buy books: most books can be borrowed from the libraries.

More information: www.tamk.fi/library
Student cafeterias

There are student cafeterias on all campuses. Students can buy a discounted student lunch for 2,60 € by showing their lunch card (given during the Orientation) or Tamko Student Card.

More information on the two cafeterias on the Main Campus:

http://www.campusravita.fi/en
http://www.amica.fi/pirteria

Sports facilities

More information on sports facilities at TAMK: http://sport.unipolitampere.fi/indexen.html

Book store

TAMK has a little book shop ‘Campus Shop’ located on Kuntokatu Campus. The shop sells stationary, snacks, beverages, etc.

At TAMK, students mainly don’t need to buy books: most books can be borrowed from the libraries.


Copy machines

Students can use copy machines on the hallways with their Print Card.

Students have a certain free printing / copying quota per term.

12. MORE INFORMATION

TAMK www.tamk.fi/en
Tampere http://visittampere.fi/
Finland http://finland.fi/

If you can’t find answers to your questions in this document, please feel free to contact TAMK Incoming Students Office for more information: incoming.students@tamk.fi.

Looking forward to welcoming you to Tampere!