



HELSINKI METROPOLIA UNIVERSITY OF APPLIED SCIENCES FIELD OF TECHNOLOGY

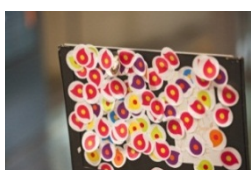
ACADEMIC CALENDAR FOR THE FIELD OF TECHNOLOGY

Autumn semester	August 25 - December 19, 2014
Orientation for incoming exchange students / autumn	August 20 - August 22, 2014
Spring semester	January 12 - May 22, 2015
Orientation for incoming exchange students / spring	<i>January 8 - January 9, 2015 (to be confirmed)</i>
Time of arrival	All students are expected to arrive before the orientation for incoming exchange students begins.
Application process	<p>Application documents for all students applying to the field of technology:</p> <ul style="list-style-type: none"> • Online application: http://www.metropolia.fi/exchange • Transcript of Records in English (study transcript) • Learning Agreement <p>These documents should be uploaded to the online application system.</p> <p>See Metropolia's Study Guide for specific requirements.</p>

STUDIES AVAILABLE FOR EXCHANGE STUDENTS

Degree Programmes in the field of technology	<p>Bachelor's degree programmes in English: Electronics, Environmental Engineering, Information Technology, Media Engineering, Civil Engineering: Sustainable Building Engineering</p> <p>Semesters in English: Industrial Management international semesters (Autumn and Spring semesters of the 3rd year)</p> <p>Bachelor's degree programmes in Finnish: Automotive and Transport Engineering, Automation Technology, Biotechnology and Food Engineering, Building Services Engineering, Chemical Engineering, Civil Engineering, Construction Site Management, Electrical Engineering, Health Informatics, Industrial Management, Information Technology, Laboratory Sciences, Land Surveying Technology, Materials Technology and Surface Engineering, Mechanical Engineering, Media Technology</p>
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<p>Exchange Student Intake</p>	<p>Please note that some degree programmes have limitations to the intake for incoming exchange students. As previously, the Degree Programme in Industrial Management can take max. 10 incoming exchange students. Due to organisational changes, the Degree Programme in Environmental Engineering can only take 5 exchange students for each semester during the academic year 2014-2015 and the course list available will be limited.</p> <p>However, please note that our Degree Programmes in Information Technology, Media Engineering, Civil Engineering: Sustainable Building Engineering and Electronics do not have similar limitations.</p>
<p>Lists of available courses for each semester</p>	<p>Currently we offer five Bachelor's Degree Programmes and one Industrial Management international semester conducted in English. Please note that incoming exchange students are advised to primarily choose courses from the field of technology degree programmes where tuition is organised in English. Project opportunities may not be available in the degree programmes due to organisational development and curricula changes.</p> <p>To avoid the risk of time-table clashes the incoming exchange students are recommended to take courses mainly from one degree programme. Students can also choose some courses from other field of technology degree programmes, provided that the study background of the student meets the prerequisites of the course and that there are places left.</p> <p>For course lists and detailed information, see Metropolia's Study Guide. The course lists will be updated in April 2014.</p>
<p>Summer School 2014</p>	<p>The Degree Programme in Information and Communication Technology organises a Summer School in August 2014, for the 14th time. Please note that there are courses available also for students studying other subjects. There are no tuition fees for the courses for students of Metropolia's partner universities. All Summer School courses are taught in English.</p> <p>More information about the courses in the Summer School can be found by May 2014, at the latest, at the Summer School website.</p>



FACT SHEET 2014-2015

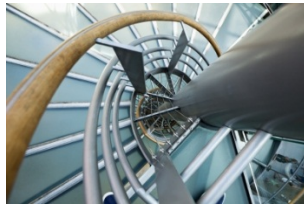
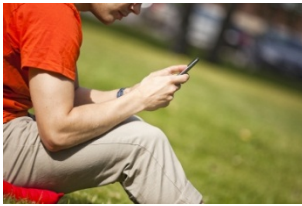
Name of institution	Helsinki Metropolia University of Applied Sciences
Erasmus code	SF HELSINK41
Erasmus University Charter Number	242663-LA-1-2014-1-FI-E4AKA1-ECHE
President	Ms Riitta Konkola
Website	www.metropolia.fi/en
Facebook	www.facebook.com/MetropoliaInternationalRelations www.facebook.com/MetropoliaIncomingStudentExchange
List of partner institutions	www.metropolia.fi/en/about-us/international-metropolia/partner-institutions/

GENERAL INFORMATION FOR INCOMING EXCHANGE STUDENTS

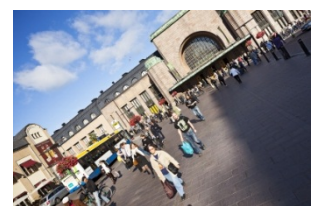
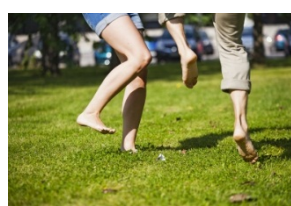
APPLICATION	
Application information	www.metropolia.fi/exchange
Application periods	Autumn semester and academic year: 15 March – 1 May Spring semester: 15 September – 1 November
Required application documents	<p>All students must be nominated by the international coordinator of the home institution.</p> <p>Required application documents for all incoming students:</p> <ul style="list-style-type: none"> • Online application: www.metropolia.fi/exchange • Transcript of Records in English (study transcript) • Learning Agreement • Passport size photo • See additional requirements for the fields of culture and creative industries and health care and social services: www.metropolia.fi/exchange <p>All students are expected to be able to follow and take part in tuition in English. In order to successfully complete studies at Metropolia, level B2 in English on the CEF scale is highly recommended for all applicants. Please note that this evaluation is based on self-assessment; we do not require certificates of language skills.</p>

ACCOMMODATION	
Information on accommodation	Metropolia cooperates with the Foundation for Student Housing in the Helsinki Region (HOAS). Metropolia has reserved a limited quota of furnished HOAS rooms. More information about accommodation in Metropolia's Study Guide and www.hoas.fi
Application periods for student housing	<p>The application periods for exchange student housing are:</p> <ul style="list-style-type: none"> • 1 April - 5 May for students applying for the autumn semester/full academic year • 1 October - 5 November for students applying for the spring semester. <p>NB! The available rooms are offered on first-come, first-served basis, in the</p>

	order the applications arrive. Due to the limited number of exchange student rooms, please note that applying by the deadline does not guarantee housing at HOAS.
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ARRIVAL INFORMATION	
Immigration	See more about immigration in Metropolia's Study Guide . The most up-to-date information is available at the Finnish Immigration Service website. We will also send immigration information to exchange students who have been accepted to Metropolia.
Pick-up service deadline	An exchange student can apply for a pick-up service. The service includes the help of a student tutor who will bring the keys of the HOAS room to the airport and takes the exchange student to the apartment. In order to get the free service, the student should fill in the Electronic Arrival Form at the latest two weeks prior to arrival in Finland.
Cost of living	See more about the cost of living in Metropolia's Study Guide .



SERVICES FOR EXCHANGE STUDENTS	
Student tutoring	The Student Union Metka organises student tutoring for incoming exchange students. Student tutors will meet the exchange students on their arrival and help them at the beginning of the semester and throughout their stay. If an exchange student wants a student tutor, s/he needs to fill in the Electronic Arrival Form at the latest two weeks prior to the arrival.
Language courses	Possibility to take part in Finnish courses (3 ECTS). Several Finnish for Exchange Students courses are organised on different campuses at the beginning of each semester. The courses are free of charge.
Extracurricular activities	Trips, excursions and events are organised regularly by the local ESN section . For further information, see ESN Metropolia on Facebook .



INTERNATIONAL RELATIONS

Contact information

Visiting address: Bulevardi 31,
00180 Helsinki, Finland

Mailing address:
P.O. Box 4000,
00079 Metropolia



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Päivi Hellén
Erasmus Institutional Coordinator, National Bologna
Specialist
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Jenni Leinonen
Assistant, International Relations
Contact person for HOAS student housing and technical
issues with the Mobility-online application system
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Tel. +358 (0)50 331 4588

BUSINESS AND ADMINISTRATION

International Office at
Myyrmäki Campus

Visiting address:
Leiritie 1, 01600 Vantaa

Mailing address:
P.O. Box 4071,
FI-00079 Metropolia



Terhi Topi, International Coordinator
email: terhi.topi@metropolia.fi
Tel: +358 (0)40 652 7661

Degree Programmes (Bachelor's): Business and Administration, **International Business and Logistics (tuition in English)**, **European Management (tuition in English)**, **European Business Administration (tuition in English)**

Degree Programmes (Master's): **Business Informatics (tuition in English)**, Entrepreneurship and Business Competence

CULTURE AND CREATIVE INDUSTRIES

International Office at Helsinki
Campus

Visiting address:
Hämeentie 161, 00560 Helsinki

Mailing address:
P.O. Box 4040,
FI-00079 Metropolia



Tia-Maria Sjöblom, International Coordinator
email: tia-maria.sjoblom@metropolia.fi
Tel : +358 (0)50 597 3249

Degree Programmes (Bachelor's): Fashion and Clothing , Performing Arts, Cultural Management, Classical Music, Pop/Jazz Music

Degree Programmes (Master's): Music, Media Production and Management, Cultural Management

CULTURE AND CREATIVE INDUSTRIES

International Office at Tikkurila
Campus

Visiting address: Lummetie 2,
01300 Vantaa

Mailing address:
P.O. Box 4072,
FI-00079 Metropolia



Marika Antikainen, International Coordinator
email: marika.antikainen@metropolia.fi
Tel: +358 (0)40 673 8443

Degree Programmes (Bachelor's): Conservation, Design (Industrial, Interior and Textile Design), Film and Television, Media (3D Animation, Digital Media, Graphic Design)

Degree Programmes (Master's): Conservation

HEALTH CARE AND NURSING

International Office at Helsinki Campus

Visiting address:
Tukholmankatu 10, 00290 Helsinki

Mailing address:
P.O. Box 4030,
FI-00079 Metropolia



Katariina Alava, International Coordinator

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Tel: +358 (0)40 653 3345

Degree Programmes (Bachelor's): Biomedical Laboratory Science, Emergency Care, Nursing (Nursing, Public Health Nursing, Midwifery), **Nursing (tuition in English)**, Oral Hygiene, Radiography and Radiotherapy

Degree Programmes (Master's): Clinical Expertise, Development and Leadership in Health Care and Social Services, **Emergency and Critical Care Nursing (tuition in English)**, **Health Business Management (tuition in English)**

WELLBEING

International Office at Helsinki Campus

Visiting address: Vanha viertotie 23, 00350 Helsinki

Mailing address:
P.O. Box 4031,
FI-00079 Metropolia



Eija Tamminen, International Coordinator

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Tel: +358 (0)40 522 4911

Degree Programmes (Bachelor's): Dental Technology, Elderly Care, Occupational Therapy, Optometry, Osteopathy, Physiotherapy, Podiatry, Prosthetics & Orthotics, **Social Services (tuition in English)**, Social Services

Degree Programmes (Master's): Rehabilitation, Social Services

TECHNOLOGY

International Office at Helsinki Campus

Visiting address: Bulevardi 31, 00180 Helsinki

Mailing address:
P.O. Box 4000,
FI-00079 Metropolia



Kaisa Meghjee, International Coordinator

email: kaisa.meghjee@metropolia.fi

Tel: +358 (0)40 356 3775

Degree Programmes (Bachelor's): Automotive Engineering, Civil Engineering, **Civil Engineering: Sustainable Building Engineering (tuition in English)**, **Electronics (tuition in English)**, Construction Site Management, Electrical Engineering, Health Informatics, Industrial Management, Information Technology, Laboratory Sciences, Mechanical Engineering

Degree Programmes (Master's): **Industrial Management (tuition in English)**, **Construction and Real Estate Management (tuition in English)**

TECHNOLOGY

International Office at Leppävaara Campus

Visiting address:
Vanha maantie 6, 02650 Espoo

Mailing address:
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FI-00079 Metropolia



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Media Engineering (tuition in English), **Information Technology (tuition in English)**, Building Services Engineering, Construction Site Management, Industrial Management, Information Technology, Land Surveying Technology, Media Technology

Degree Programmes (Master's): **Information Technology (tuition in English)**; **Business Informatics (tuition in English)**; Building Services Engineering; Land Surveying Technology

TECHNOLOGY

International Office at Myyrmäki Campus

Visiting address:
Leiritie 1, 01600 Vantaa

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FI-00079 Metropolia



Elina Värtö, International Coordinator

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Degree Programmes (Bachelor's): Automation Engineering, Biotechnology and Food Engineering, Chemical Engineering, **Environmental Engineering (tuition in English)**, Materials Technology and Surface Engineering