

HAAGA-HELIA University of Applied Sciences

GENERAL INFORMATION	
Website	http://www.haaga-helia.fi/en

CONTACTS	
Incoming students	exch@haaga-helia.fi
Outgoing students	outgoing@haaga-helia.fi
General inquiries	international@haaga-helia.fi
Head of International Services <ul style="list-style-type: none"> - Planning and Development - International Relations 	Ms Sirpa Holmström Tel. +358 50 3100 711 Fax. + 358 9 2296 5310 E-mail: sirpa.holmstrom@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
Application Deadline	For autumn term and full academic year: 1 May For spring term: 1 November Decisions will be sent within 4 weeks of the application deadline.
Application Documents	<ul style="list-style-type: none"> • Printed, signed and stamped application form • Transcript of Records • Proof of English proficiency (if applicable) • 1 passport photo
Application Instructions, Application Form	http://www.haaga-helia.fi/exch -> How to apply
ARRIVAL SERVICES	
Pick-Up	Normally available for all incoming exchange students on set date, currently suspended due to Covid-19. For more information, please see https://www.haaga-helia.fi/en/arrival-and-orientation
Orientation Dates	HAAGA-HELIA organises an orientation for exchange students at the beginning of every semester. https://www.haaga-helia.fi/en/arrival-and-orientation

HOUSING	
General Information	<p>HAAGA-HELIA guides incoming students in finding accommodation. 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 student is responsible for making sure that s/he has an appropriate insurance cover during the exchange period. Information about insurance available at: https://www.haaga-helia.fi/en/health-insurance</p> <p>Incoming staff is responsible for making sure that s/he has an appropriate insurance cover during the exchange period. Outgoing staff has an insurance cover organized by HAAGA-HELIA.</p>
Contact	exch@haaga-helia.fi
VISA / RESIDENCE PERMIT	
General Information	<p>HAAGA-HELIA offers guidance in obtaining a residence permit for incoming students. Info for incoming students available at: 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	<p>Autumn term: June</p> <p>Spring term: November</p>
Transcript of Records	A Transcript of Records will be issued by HAAGA-HELIA no later than five weeks after the assessment period has finished. The students are responsible for downloading the transcripts of records themselves from the student intranet.
RECOMMENDED LANGUAGE SKILLS	
Language of instruction	English
Recommended language of instruction level: Student Mobility for Studies	<p>B2 (Common European Framework of Reference for Languages)</p> <p>http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr</p>
Recommended language of instruction level: Staff Mobility for Teaching	<p>B2 (Common European Framework of Reference for Languages)</p> <p>http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr</p>

STUDENTS AND STAFF WITH DISABILITIES	
<p>General Information</p>	<p>The needs of physically disabled students and staff members are taken into account in the facilities. Some of HAAGA-HELIA 's older premises might be difficult to access when having a physical disability. Special exam arrangements can be made for disabled students to the extent that this is practically possible.</p> <p>Incoming students and staff members with special needs are advised to inform the International Services about the needs already before arrival. Information concerning the health of students and staff is kept confidential.</p>
<p>Contact</p>	<p>exch@haaga-helia.fi</p>