

Dear Partner,

With this message I would like to inform you about our application procedure for students who wish to spend an exchange study period at Tampere University of Technology (TUT) in 2014-2015.

Please send your nominations to interoff@tut.fi. The link to our online application with the instructions on how to apply will be sent to the nominated students. Please note that no paper applications are needed!

Application process:

- The application period for submitting online applications is 1 April - 15 May (Autumn semester arrivals). Students coming for the spring semester apply during 15 August – 15 October. Please advise students to apply in good time. We will not accept applications after the given deadline.
- Please check our academic calendar on our web pages at www.tut.fi/admissions > Studying at TUT. Autumn semester exchanges start in August and end in the end of December and whole academic year exchanges end in the end of May. Students can only be admitted to one semester or the whole academic year.
- Students need to attach a softcopy of their photo and transcript of records to their online application. Students of architecture are also required to attach a portfolio (PDF) to their online application.
- The application form must be completed in one go, it cannot be saved and completed later on. After successful sending, the student will receive a link to his/her application by email.
- Students will be informed of their admittance by email within two weeks after the deadline.

The acceptance letter as well as the prefilled enrolment form, student card application form and the preliminary study plan will be delivered by email to the student. For students coming outside EU, the original acceptance letter will be posted to the home university's address.

Study plans:

- The link to the course catalogue 2014-2015 (courses in English) is published on our web pages at <http://www.tut.fi/en/admissions/applying-to-tut/exchange-programmes/index.htm>. Students are advised to prepare a flexible study plan, as they have to sign up for courses at TUT upon arrival and access to courses (especially language courses) cannot be guaranteed due to the limited number of places available.
- For students who are planning to complete a master's thesis at TUT: please note that preparing a master's thesis is always a special arrangement, as it is not part of the international curriculum. Thesis placements are connected to research projects that are already in progress and therefore they cannot usually be made available based on the interests of an individual student. The International Office cannot help students to find a thesis placement. If a student has found a supervisor and a topic for the thesis, s/he should inform the International Office by email as soon as possible. Please send emails to interoff@tut.fi.

Housing:

- Accommodation is mainly organized by the Tampere Student Housing Foundation (TOAS), which maintains and rents out student accommodation. Students are responsible for making their own housing arrangements. Students are advised to apply for a flat straight away after receiving the acceptance letter. The application period for applying housing is 15 May - 30 June.
- Please note that TOAS makes only fixed-term tenancy agreements (from August to December and January to May) and agreements cannot be terminated in the middle of the semester. For more information about TOAS: <http://www.toas.fi/en>.
- In addition to TOAS housing, students can apply for accommodation from Opiskelijan Tampere association. Opiskelijan Tampere is a non-profit organization providing housing service for students. INT housing program is specially made for international students who need furnished accommodation for autumn semester. For more information: <http://opiskelijantampere.fi/en/asunnot>