



## 2024 STUDENT HANDBOOK

Erasmus Mundus Joint Master

# Redesigning the Post-Industrial City (RePIC)



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# CONTENTS

<b>1. Welcome</b>	<b>5</b>
<b>2. Purpose of this Handbook</b>	<b>7</b>
<b>3. Becoming a RePIC Master Student</b>	<b>8</b>
Student Application, Selection and Admission	8
RePIC Support for Students with Special Needs	11
RePIC Supports You After Graduation!	12
<b>4. Being a RePIC Master Student</b>	<b>13</b>
Mobility	13
Buddy and Orientation Programmes	14
Student Representation	14
EMJM Scholarship Management System	14
Performance Monitoring	15
Final Degree	17
Participation Costs	18
Attendance, Progress, Exit	18
Thesis	18
<b>5. After Graduation from RePIC</b>	<b>20</b>
Suitable Careers	20
How to Find an Appropriate Job?	20
Stay Connected to the RePIC Network!	20
<b>6. Studying at the RePIC Universities</b>	<b>22</b>
6.1 <i>Studying at RUB in Bochum, Germany</i>	22
The Town and its Region	22
The University	23
RUB Department of Geography	24
Prior to your arrival: Preparing Your Stay at RUB	25
Enrollment Process & Registration at the City	28
Campus Services & Student Life	30
Health Insurance & Medical Services	36
Financing Your Studies & Finding a Job After Graduation	37
6.2 <i>Studying at UCC in Cork, Ireland</i>	40
The Town and its Region	40
The University	41
The Department of Geography & the Centre for Architectural Education	41
Prior to your arrival: Preparing Your Stay at UCC	42

Enrollment Process & Registration at the City	44
Campus Services & Student Life	44
Health Insurance & Medical Services	48
Financing Your Studies & Finding a Job After Graduation	48
<b>6.3 Studying at EUR in Rotterdam, Netherlands</b>	<b>49</b>
The Town and its Region	49
The University	51
The Institute for Housing and Urban Development Studies	52
Prior to your arrival: Preparing Your Stay at EUR	53
Enrollment Process & Registration at the City	56
Campus Services & Student Life	58
Health Insurance & Medical Services	62
Financing Your Studies & Finding a Job After Graduation	63
<b>6.4 Studying at KU in Istanbul, Turkey</b>	<b>64</b>
The Town and its Region	64
The University	65
The Graduate School of Social Sciences and Humanities (GSSSH)	66
Prior to your arrival: Preparing Your Stay at KU	66
Enrollment Process & Registration at the City	67
Campus Services & Student Life	68
Health Insurance & Medical Services	73
Financing Your Studies & Finding a Job after Graduation	73
<b>6.5 Studying at ULiège in Liège, Belgium</b>	<b>75</b>
The Town and its Region	75
The University	75
The Department of Geography	76
Prior to your arrival: Preparing Your Stay at ULiège	77
Enrollment Process & Registration at the City	82
Campus Services & Student Life	85
Health Insurance & Medical Services	87
Financing Your Studies & Finding a Job after Graduation	88
<b>6.6 Studying at UOulu in Oulu, Finland</b>	<b>89</b>
The Town and its Region	89
The University	90
RePIC Faculties and Fields	90
Prior to your arrival: Preparing Your Stay at UOulu	91
Enrollment Process & Registration at the City	93
Campus Services & Student Life	94
Health Insurance & Medical Services	97
Financing Your Studies & Finding a Job after Graduation	98
<b>6.7 Studying at UniZG in Zagreb, Croatia</b>	<b>100</b>
The Town and its Region	100
The University	101

RePIC Faculties and Fields	101
Prior to your arrival: Preparing Your Stay at UniZG	103
Enrollment Process & Registration at the City	105
Campus Services & Student Life	107
Health Insurance & Medical Services	110
Financing Your Studies & Finding a Job After Graduation	112
<i>6.8 Studying at UDeusto in Bilbao, Spain</i>	113
The Town and its Region	113
The University	114
The Faculty of Social and Human Sciences	115
Prior to your arrival: Preparing Your Stay at UDeusto	116
Enrollment Process & Registration at the City	122
Campus Services & Student Life	122
Health Insurance & Medical Services	123
Financing Your Studies & Finding a Job After Graduation	124

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## I. Welcome

Welcome to the **Erasmus Mundus Joint Master Redesigning the Post-Industrial City (EMJM RePIC)**. This is an inter-university, multidisciplinary postgraduate programme, jointly offered by Ruhr University Bochum (RUB, Germany), University College Cork (UCC; Ireland), Universidad de Deusto (UDEusto, Spain), Erasmus Universiteit Rotterdam (EUR, The Netherlands), Koç University (KU, Turkey), Université de Liège (ULiège, Belgium), University of Oulu (UOulu, Finland), and the University of Zagreb (UniZG, Croatia). All RePIC Partners are members of the European University Alliance [UNIC](#) – The University of Cities in Post-Industrial Transition.

UNIC is committed to the promotion of cross-border cooperation in research, teaching and knowledge transfer by means of sharing access to educational resources and enhancing the international mobility of students, faculty members and administrative staff. The Erasmus Mundus Joint Master Redesigning the Post-Industrial City is a key milestone towards this ambition. Creating societal impact through RePIC includes bringing our students to the city as well as bringing the challenges of post-industrial cities to our learning pedagogies.

The RePIC Partner Institutions  
an alliance of 8 post-industrial universities



The Erasmus Mundus Joint Master Redesigning the Post-Industrial City provides high quality academic education and professional competencies for talented and committed international students who are eager to specialise in urban studies encompassing urban development, planning, policy and design perspectives, and who intend to build bridges into neighbouring disciplines, e.g., Architecture, Business and Law, Urban and Environmental Sociology, Urban and Regional Economics, (Spatial) Data Science or Psychology. The RePIC Partner Universities foster collaboration and inter-university knowledge exchange in an open culture of learning to reshape our present and future – working differently, but collectively!

Modern societies, we argue, urgently need the type of graduates RePIC educates, i.e., well-qualified, open-minded, multidisciplinary professionals able to detect and respond comprehensively to the challenges posed by transformative change relevant in different areas of urban development, planning, policy and design. Building sustainable urban futures, providing better services to meet the needs of demographic diversity in cities, fighting unemployment and precarious employment, improving access to eGovernance structures and digital public services, means that the demand for highly qualified experts able to manage urban transformations in multi-level and multi-stakeholder partnerships is increasing.

RePIC graduates will be able to initiate and manage change, foster innovation, increase social cohesion and improve communication between all stakeholders. They will have acquired essential project management skills relevant to the labour market and to their future lives: leadership, critical thinking, technological proficiency. With this in mind, the main ambition of RePIC is to educate people able to effectively guide and manage urban sustainability transformations.

RePIC will enable students to engage in co-design, co-production and co-creation processes for the sustainable transformation of the post-industrial city. RePIC faculty and invited guest lecturers from various disciplines will participate in the programme and offer their expertise to our students. In addition, representatives from local governments, development agencies, businesses and NGOs will also be invited to present challenges they are facing and to discuss options to solve them, which may result in collaborative projects, suggestions for master theses or topics for upcoming City Labs.

City Labs are a special didactic feature of RePIC, a format to explore team-based practices and co-design approaches in specifically challenging urban research locations, thus aligning RePIC's curriculum with the EU's Urban Agenda. Through these engaged research processes, RePIC will interpret alternate socio-urban inventories that begin to conceptualise new epistemological limits as well as explore viable, place-specific transition pathways for post-industrial cities. The findings will thus disrupt normative urban design orthodoxies through experimental participatory modalities that will catalyse new learning and action practices in reconceptualising the civic, cultural and socio-urban fabric of the post-industrial city.

We are convinced that RePIC graduates will be excellently qualified to start attractive careers in various areas of the public and private sectors as well as in university and non-university research.

## 2. Purpose of this Handbook

**The purpose of this Handbook is to explain how RePIC works and what you as a student can expect from it.**

This Handbook offers orientation right before and during your studies and helps you settle into academic life at the different locations as quickly as possible. It outlines what you can expect at each stage of your studies, the resources available, the structure and staffing at each Partner University and the procedures for dealing with any problems you may encounter.

Please read the RePIC Student Handbook as carefully as the RePIC Module Handbook – and consult it regularly, as it helps you to familiarise with the regulations and procedures. (Disclaimer: This Handbook is no legal document.)

Students who are uncertain about the information provided in this Handbook should ask their RePIC Local Coordinator or contact any of the involved staff. Please also check the RePIC programme website regularly for updates and contact details.

The separate RePIC Module Handbook outlines in detail the curriculum, semester structure, stud pathway. Learning outcomes and detailed module descriptions The programme is structured around central components, representing the key expertise of each partner in the field, all of which contribute to its overall aim in a specific way. These components are well articulated, integrated and continuously updated. In each semester, teaching represents the key areas of expertise of the lecturers and universities in charge for the respective learning activity. RePIC continuously adapts teaching content to recent developments.

Kindly note that the RePIC Consortium is dedicated to constant improvement of the programme and its content. Therefore, information given in the handbooks is subject to change. Most importantly, the handbooks are open for your comments, questions and contributions.

*We hope you will find your time as a member of the RePIC family at each Partner University rewarding and enjoyable!*

### 3. Becoming a RePIC Master Student

#### Student Application, Selection and Admission

##### Application

The application procedure for the programme is jointly developed and implemented by the Consortium in agreement with the RePIC Examination Regulations. Ruhr University Bochum organises, receives, and process all applications for admission to the degree programme, on behalf of the Consortium. All applications must be made online via the [RePIC Application Portal](#) in accordance with its instructions and before the deadlines stated on the website. Applications must include the following documents:

- A copy of passport (only the main pages)
- a certified copy of the Diploma (if this document is not in English, an official translation should be attached) and, if available, of the Diploma Supplement. In case that a Bachelor degree has not yet been handed out to an applicant, a declaration from the relevant authorities that the requirements of a Bachelor degree have been satisfied, must be submitted instead)
- certified copies of the academic transcripts (if this document is not in English, an official translation should be attached)
- a Curriculum Vitae in English
- official proof of English language proficiency, at least on level B2 as defined in the Common European Framework of Reference (CEFR)
- a structured motivation letter describing their specific interest in the RePIC programme and their envisaged contributions to the programme.

##### Admission Procedure

1. The overall responsibility for the admission procedure lies with the RePIC Admission and Examination Committee (AEC).
2. Applications for the admission to the degree programme must be submitted before the given deadline. Subsequent submission of documents is possible until a second given deadline.
3. The admission process assures that all local rules and requirements for admission are met. Applicants who do not fulfil the national requirements of a partner cannot be accepted. No applicant in conflict with national legal requirements for admission at any RePIC Partner University can be admitted to the programme.
4. The AEC will rank all eligible applicants based on the final grade of their Bachelor degree (or equivalent), documented prior knowledge and experience in the field, persuasiveness of the motivation letter, language skills, and their preferred study tracks. According to the available number of study places, the applicants will be admitted and offered a track.
5. Admission is granted under the condition that the applicants has met all the requirements and paid the tuition fee in time.



6. Applicants who have not yet obtained their Bachelor degree at the time of the selection procedure but who would normally do so before the master's degree programme begins, may be granted a conditional admission. Those applicants must submit a declaration from the relevant authorities that they have satisfied the requirements of a Bachelor degree before the start of the degree programme. Missing parchments must be submitted by the date which is stated in the admission notification.
7. It is the responsibility of the students to check that the authorisations required for visa and residence permits are in order before the Partner University permits the student's activities in RePIC to take place for students with or without an EMJM Scholarship. The Partner Institutions will make every effort to aid students in obtaining any necessary visa and residence permits before their studies commence.
8. Rejected applicants may appeal to the AEC. The procedure is explained on the RePIC Website.

### **Admission Requirements**

RePIC invites candidates from diverse backgrounds, who have completed a Bachelor's degree (university first cycle, Bachelor, EQF level 6) preferably with a dissertation, or an equivalent degree, in a discipline of relevance to RePIC, that gives them access to a Master degree programme and demonstrable experience in themes related to redesigning of post-industrial cities and design-related backgrounds, including but not limited to the following fields:

- Architecture
- Urban Design, Urban Planning, and Urban Development
- Geography and Geoinformatics
- Civil Engineering, Environmental Engineering
- Sociology
- Public Administration
- Business Studies
- Culture, Media, and Visual Arts Studies
- Other related fields of study

This list is not exhaustive and shall serve for orientation of applicants.

### **Eligibility Criteria**

The RePIC Consortium has defined clear eligibility criteria to which all candidates must abide. Admission may be granted to applicants who meet the following common minimum eligibility criteria:

- All applicants must follow the RePIC application procedure,
- A completed application must have been received,
- Applicants must have obtained, at a minimum, a university first cycle degree (Bachelor, EQF level 6) in a discipline of relevance to RePIC.

- English language requirements: Applicants who are either nationals of countries deemed by RePIC Partner Institutions to be English-speaking or hold a Bachelor degree / equivalent qualification which was taught entirely in English will normally be assumed to have met RePIC language requirements. All other students must provide evidence of sufficient knowledge in the teaching languages at least on level B2 as defined in the Common European Framework of Reference (CEFR). However, in some circumstances, such applicants may be required to submit evidence of an English language qualification as well to be admitted.

### **Selection Criteria**

Applicants are chosen based on the following selection criteria:

- Type and level of academic qualifications
- motivation and concern for topics taught in RePIC as expressed in the motivation letter
- type and level of research experience
- type and level of professional experience, such as practical experience in the field of Urban Studies in governmental, inter-governmental and/or non-governmental organisations and institutions
- results of admission interviews (if applicable).

### **Selection and Admission**

The Admission Committee is responsible for the selection and admission of all students to the degree programme in accordance with the joint procedures and criteria specified in the RePIC Examination Regulations. The selection process identifies eligible and well-qualified candidates in four steps:

1. Collecting of applications through a central gateway website
2. Rejecting ineligible candidates
3. Compiling list with eligible candidates
4. Finalising selection in a joint selection meeting.

Based on the applications received, the AEC will evaluate and create a **main list** and a **waiting list** of selected applicants as well as rejected candidates. All applicants are notified of the result of the selection process. Selected applicants will receive an admission notification with the relevant dates for the enrollment in RePIC and the terms of payment for the participation fees.

### **Registration**

After successful enrollment, payment of the participation fee, and the signature of the Student Agreement, administrative registration is concluded at the university of the first semester, RUB. All students are registered at RUB and will be additionally enrolled at other RePIC Universities, in conformity with the local regulations of these universities and the respective national legal requirements. The Partner Universities inform students in a timely and

transparent manner about necessary procedures to be followed. Students must comply with all provisions of the RePIC Examination Regulations.

### **RePIC Local Coordinators**

Each partner institution has appointed a RePIC Local Coordinator. The RePIC Local Coordinator is the focal contact point for the students and carries out day-to-day administrative and technical tasks concerning the students, quality enhancement, mobility, and general administrative matters. He or she liaises with the other RePIC Local Coordinators, the Programme Manager, administrative staff of the Partner Universities and with external partners.

### **RePIC Support for Students with Special Needs**

RePIC strives to facilitate equal-opportunity access to education: students with disabilities or chronic diseases that impair their access to higher education are eligible for access arrangements (“Nachteilsausgleiche”) – when they get admitted to university, for individual exams or lecture, and in some cases for the duration of the entire degree programme (if, for example, their health impairment means that it will take them longer to complete their degree).

Thus, we do not only comply with legal requirements, but we also work towards the common goal of establishing inclusive higher education in accordance with the notion of *universitas*. We would like to encourage and invite you to get advice – it is fully confidential and might help you assess to what extent and in what way your academic career may benefit from access arrangements.

#### **Advice**

The Service Centre for Disabled Students (BZI) at the academic services office Akademisches Förderungswerk provides professional and individual advice to RUB students with health impairments regarding university admissions, degree programmes and access arrangements. The service centre, moreover, houses wheelchair-accessible workstations and technical aids. These workstations are monitored by IT.Services, which also implement access arrangements for exams. Additional information at the BZI homepage: <https://www.akafoe.de/inklusion>

#### **Funding**

All students enrolled in RePIC (with or without a scholarship), regardless of their scholarship status, who have disabilities such as long-term physical, mental, intellectual or sensory impairments certified by a competent national authority, may apply for financial assistance to acquire special equipment or services, third-party assistance, adaptation of their working environment and additional travel or transportation costs.

#### **Further Information**

RUB Campus map for wheelchair users: [https://www.ruhr-uni-bochum.de/anreise/rollstuhlfahrende\\_en.html](https://www.ruhr-uni-bochum.de/anreise/rollstuhlfahrende_en.html)

RUB Barrier-free accommodation: <https://www.akafoe.de/inklusion/>

RUB Sport service office: <https://hochschulsport-bochum.ruhr-uni-bochum.de/en>

## RePIC Supports You After Graduation!

At each partner university, the local RePIC staff takes utmost care to secure a smooth transfer into employment. This starts long before graduation and is strongly supported by the manifold opportunities to get in touch with possible employers during each semester and is especially supported by choosing a topic for the Master thesis that relates to local demands.

Each partner provides students with information about the local and regional job market and offers career guidance and assistance in finding appropriate positions after graduation in the local environment. Please consult Chapter 6, Studying at the RePIC Universities, for the respective services offered at each location.

RePIC students will be qualified to take on attractive positions not only in the region and Europe, but also worldwide. The RePIC education and training secures that you will match employers' expectations and will find employment fast and easy after graduation.

In addition, the RePIC Consortium fosters a strong alumni community. After graduation, all students will be encouraged to stay in touch with RePIC and link via social media, mailing lists as well as annual graduation ceremonies possibly combined with alumni forums.

## 4. Being a RePIC Master Student

Studying RePIC at the eight Partner Universities offers you a variety of opportunities and advantages: You profit from excellent cross-faculty and cross-discipline research and teaching and will receive a joint degree from eight internationally renowned universities, which is highly acknowledged by employers worldwide. Not to forget, RePIC is a high-level joint master under the umbrella of the EU's prestigious Erasmus Mundus programme.

During each of the four semesters, the student service units at the Partner Institutions provide support with respect to all social, cultural, and university matters, as well as administrative and legal questions. By offering numerous events and advisory services, you will be assisted not only throughout your social integration in campus life but also when facing academic challenges.

You are also a member of a high-performance network: If you decide to pursue a career in academia after graduation, RePIC offers first-rate doctoral programmes, career support, and development options for obtaining executive positions in the world of academia and research.

### Mobility

Erasmus Mundus Joint Master students must complete a full semester in at least two of the eight partner universities, which, must not be in their countries of residence. The universities decide in mutual agreement on the distribution of students among the universities, considering:

- The RePIC students' preferences
- the availability of places in the tracks (semester 2), options (semester 3) and of suitable thesis topics (semester 4) and qualified supervisors at the different locations
- the sustainability of the network
- other relevant factors.

The RePIC mobility scheme offers various pathways through the programme. Each semester and each mandatory mobility period must result in the completion of 30 credit points (ECTS) at one of the partner institutions. Virtual teaching activities are part of the learning experience, but physical mobility of students cannot be replaced by virtual mobility unless force majeure (e.g., a pandemic) necessitates different temporary solutions.

The RePIC Examination Regulations regulate and describe the applicable requirements and procedures for mobility in detail. All universities provide appropriate information to students about the academic requirements, the services facilitating mobility, the administrative requirements, and the financial aspects implied. Examinations passed at one of the partner institutions as part of the degree programme are fully and automatically recognised by the other Partners of the degree programme.

## **Buddy and Orientation Programmes**

The RePIC Partners offer different forms of orientation and onboarding activities, e.g., a Welcome Week, Buddy Programmes or Orientation Days, as a welcome service at each of the participating universities, organised by the host institution responsible for delivering the respective parts of the RePIC programme. These activities help mobile RePIC students to get started with their studies and life at the different locations of the programme.

Before arrival at the host university, you will be provided with the respective information.

You can expect:

- Support in finding your way around the city (city tour) and on campus (e.g., how to find the library, the dining halls)
- Help with administrative formalities (e.g., registering at the residents' registration office, signing a rental contract)
- Help with opening a bank account, health insurance, buying a mobile phone, etc.
- Support in settling in (e.g., showing you the nearest shopping facilities, explaining public transportation, etc.), but also general cultural exchange.

However, please keep in mind that such orientation programmes are not responsible for finding accommodation, for offering academic advice or advice relating to application, admission, and enrollment at the host universities or for supporting you in legal matters. If you have questions on these matters and need support, the Local RePIC Coordinators or the local International Relations Offices or Registrars' Offices are there to help you.

## **Student Representation**

RePIC student representation takes place via the Programme Advisory Board (PAB), ideally constituted of four representatives per cohort, i.e., eight representatives in total. The representatives for each cohort are elected by the students in early November. RePIC student representatives will advise the Academic Study Board (ASB) in matters of teaching and academic affairs, in matters of further educational development and the evaluation of RePIC. Moreover, one student representative will be elected as a Programme Representative (PR) for the Erasmus Mundus Association (EMA).

## **EMJM Scholarship Management System**

The Consortium has successfully applied for Erasmus Mundus Joint Master funding from the European Commission and provides Erasmus Mundus Joint Master (EMJM) Scholarships (2023-2029 period). The following procedures and regulations apply.

### **Application for EMJM scholarships**

The Coordinating Institution (RUB) organises, receives, and processes all applications for Erasmus Mundus Scholarships on behalf of the consortium and in close cooperation with the partners. Applicants for EMJM Scholarships, as all applicants to the RePIC programme, go

through a joint application and selection procedure organised by the Consortium. The selection is based on grades, documented prior knowledge and experience in the field, persuasiveness of the motivation letter and language skills. The general eligibility and selection criteria as well as the rules of procedure for the joint application and selection procedure for EMJM Scholarships are the same as those for the regular application and selection procedure of student application, selection, and registration. They are in line with the specific requirements for EMJM Scholarships as specified in the Erasmus+ Programme Guide.

### **Selection of EMJM Scholarship Holders**

EMJM Scholarships shall be awarded to the best applicants worldwide, chosen by means of a RePIC evaluation grid and respecting the required maximum numbers per nationality (not more than 10 % of EMJM Scholarships per country), and in agreement with the eligibility and selection criteria and procedures established by the Consortium in the RePIC Examination Regulations, as well as the specific criteria and procedures stipulated by the European Commission.

### **Scholarship Payment**

The Coordinating Institution manages the EMJM scholarship funds and processes their payments to the grantees in a timely fashion. An EMJM Scholarship Annex to the RePIC Student Agreement regulates students' rights and obligations concerning EMJM Scholarships.

### **Performance Monitoring**

#### **Examination of Students**

The joint RePIC Examination Regulations specify the types, rules, and procedures of examination of the RePIC students. The examination regulations also inform students about the structure of the curriculum, assessment methods and criteria, grading system, retakes and re-assessments, functional disorders and handicaps, unfair practice, and fraud.

Examinations and assessments are conducted in accordance with the policies and procedures in force at the Partner Institutions without prejudice to those adopted by the Academic Study Board and stated in the RePIC Examination Regulations, provided so possible in accordance with national law.

**For the overall grading, RePIC uses the following grading scheme:**

1 = VERY GOOD	An outstanding performance
2 = GOOD	A performance that is considerably above average requirements
3 = SATISFACTORY	A performance that corresponds with average requirements
4 = SUFFICIENT	A performance that despite some shortcomings satisfies requirements
5 = NOT SUFFICIENT	A performance that due to considerable shortcomings fails to meet requirements

Intermediate values can be created by increasing or decreasing the individual grades by 0.3 to allow differentiation. The grades 0.7; 4.3; 4.7 and 5.3 are in this case precluded. Ungraded examinations receive the grade “passed”, or, where applicable, “failed”. An examination has been passed if it was assessed with a grade of 4.0 or better, in the case of ungraded examination performance if it was graded with “passed”.

All examinations passed at one of the Partner Institutions as part of the RePIC degree programme are fully and automatically recognised by the other Partner Institutions of this degree programme. Grades obtained at each partner will be converted according to a joint conversion table established by the Consortium in conformity with the ECTS System. In case a student fails an exam in a course or a module, he/she can re-sit it according to the regulations.

**EMJM RePIC Conversion Table for Grades**

ECTS Mark	Appreciation	Germany	Türkiye	Ireland	The Netherlands	Belgium (French-speaking part)	Finland	Croatia	Spain
A	Excellent	[1.0-1.3]	A / 4	70-100%	9,5-10	[18-20]	5	5	9,0-10
B	Very good	]1.3-2.0]	B+ / 3,3	60-69%	8,5-9,4	[16-18[	4	4	8,0-8,9
C	Good	]2.0-2.7]	B- / 2,7	50-59%	7,5-8,4	[14-16[	3	3	7,0-7,9
D	Satisfactory	]2.7-3.3]	C+ / 2,3	45-49%	6,5-7,4	[12-14[	2	2	6,0-6,9
E	Sufficient	]3.3-4.0]	C/2	40-44%	5,5-6,4	[10-12[	1	2	5,0-5,9
F	Fail	5.0	C-, D + F / 0	0-39%	1,0-5,4	[0-10[	0	1	0-4,9

**Definitions:**

- A EXCELLENT – Outstanding performance with none or only minor errors
- B VERY GOOD – Above the average standard but with some errors
- C GOOD – Generally sound work with a number of notable errors
- D SATISFACTORY – Fair but with significant shortcomings
- E SUFFICIENT – Performance meets the minimum criteria
- F FAIL – Considerable further work is required

In case of students’ disagreement with examination results, students first must follow and conclude the local appeal procedures in force at the respective Partner Institution. If a solution cannot be found locally, the student has the right to bring his case to the RePIC Academic Study Board.

**Student Records**

The students’ records will be kept centrally at RUB as the Coordinating University of RePIC. Nevertheless, each Partner Institution keeps accurate records of the students attending its courses, for providing students and partners the certification of a student’s performance on justified request and transfers these data to RUB. The communication about questions on



examination and related matters should be addressed to the Local Coordinator of RePIC at the respective Partner University, or to the Programme Coordinator of RePIC at RUB. The actual contact data can be found on the [UNIC Website](#).

Each Partner Institution immediately notifies the Coordinating Institution of any student that terminates his or her participation in the degree programme (“dropouts”), either upon the student’s formal notification to terminate his or her participation in the degree programme, or upon, de facto, substantial continued absence from the degree programme. The Coordinating Institution will inform the European Commission concerning any dropouts of EMJM Scholarship Holders.

## **Final Degree**

### **Joint and Mutual Recognition**

Each Partner Institution formally recognises all modules offered within the joint programme and the credits awarded upon their successful completion.

### **Joint Degree Award**

Each student who successfully completes the degree, including the compulsory mobilities, and who has fulfilled the requirements of the applicable national legislations shall receive a joint degree Master of Science “Redesigning the Post-Industrial City”, testified by a joint diploma on behalf of the European degree awarding Partner Institutions involved in the provision of the degree programme to that student.

### **Diploma Supplement and Joint RePIC Certificate**

The award of the M. Sc. degree is accompanied by a joint Diploma Supplement presenting the details of the student’s academic programme and academic achievement, following the template developed by the European Commission, the Council of Europe and UNESCO/CEPES, and adapted to any further specifications in national legislation where applicable.

RUB as the issuing university is responsible for processing and keeping the student’s records, preparing the issuing of degrees and Diploma Supplements, and coordinating the award of the joint degree to the graduates. The Partner Institutions are responsible, if applicable, for registering the official joint degree according to national law and custom within their countries.

### **Securing Your Place in the RePIC Programme**

Upon selection and when the application is in full conformity with the RePIC programme guidelines, prospective students will receive an official letter of admission. To secure a place in the programme, students are requested to confirm the acceptance of the offer as soon as possible. If the confirmation of acceptance is not received by the announced date, the place will be offered to another candidate.

## **Participation Costs**

The consortium aims to minimize economic barriers for qualified applicants to participate in the RePIC programme. Other administrative and social fees (such as stamp and certification fees, library and laboratory costs, social contribution fees, examination fees) and any other mandatory costs charged by the Partner institutions are to be paid by the students. Students also must cover sustenance, accommodation, travel to and from partner universities, visa costs etc. Any costs arising from unjustified prolongation of studies beyond the standard duration of the programme (four semesters) shall be charged at the publicly published standard rates of the Partner Institution involved.

## **Attendance, Progress, Exit**

### **Class attendance**

RePIC values peer learning and encourages faculty to employ good practice in shared learning in the classroom. In case of any problems regarding attendance to the courses and training activities, the student is expected to contact the professors. If a student cannot attend a lecture or seminar, he/she should notify the relevant programme coordinator giving justification for his/her absence. In case of prolonged absence because of illness, the student is expected to transmit a medical certificate to the RePIC Local Coordinator. A student can be refused to take the exam if he or she did not attend the class on a regular basis without valid justification.

### **General Conduct and Behaviour**

Students are expected to behave in a proper manner. Rights and obligations of RePIC Students are outlined in the RePIC Student Agreement, to be signed by each RePIC student. While staying at a Partner Institution, the local student discipline rules and exam regulations will apply.

### **Complaints**

While staying at a Partner Institution, the local policies for the resolution of complaints relating to the staff of the hosting Partner Institution and the modules taught there shall apply. Any other complaints can be made anonymously at the Student's Secretariat at the Coordinating University.

### **Transferring or Withdrawing**

The student can, at any time, withdraw from the programme. Withdrawal from the programme must be addressed in written form to the RePIC Director. Any fees paid locally to any of the partner universities are, in principle, non-refundable.

## **Thesis**

In the fourth and final semester, and considering the multidisciplinary nature of the programme, students can choose among three forms of master dissertation/thesis:

- Traditional dissertation
- Research manuscript aiming at journal publication
- Practical project accompanied by documentation.

This happens at different locations and under the supervision of one academic from the RePIC Consortium and two examiners. From the first semester onwards, RePIC students are systematically prepared to write their thesis and can choose among a range of topics early on. Once having selected an appropriate topic, the discussion of topics with the lecturers and researchers of the degree programme runs through all semesters.

Regarding accommodation, it is advisable to make proper arrangements in good time, too, ideally already in the preceding semesters, e.g., by exchanging flats or rooms with students from the following student cohort or by reserving accommodation or extending rental contracts in good time. Here, too, the local accommodation offices of the Partner Universities will support the students in the best possible way.

## 5. After Graduation from RePIC

After successfully completing RePIC, graduates are excellently qualified to start attractive careers in various areas of the public, private, and academic sector as well as renown research institutions. For this purpose, and to stay in touch with your (former) fellows, the RePIC Alumni Organisation serves as meeting place for former graduates as well as current students wishing to learn about their prospects and to develop their networks.

### Suitable Careers

We see great potential for RePIC graduates to find employment, considering the public sector as core employability sector. Graduates are likely to find jobs in areas such as: Education and research; urban strategists in planning, community engagement and related municipal departments; geospatial data analysis and visualisation; governmental organisations at local, national, European, and international level; social work and third sector; NGOs engaged in neighbourhood development; foundations and organisations dealing with urban development and transformation; companies, branch and trade organisations focused on metropolitan transitions, e.g., in sectors such as energy, data management, mobility, health, housing and education; consultancies with a focus on innovation and change management, architecture and planning; developers and construction companies; architectural and design firms; development aid agencies; philanthropic organisations and media.

### How to Find an Appropriate Job?

At each partner university, the local RePIC staff takes utmost care to secure a smooth transfer into employment. This starts long before graduation and is strongly supported by the manifold opportunities for you to get in touch with possible employers during each semester. Each partner provides information about the local and regional job market, offers career guidance and assistance in finding appropriate positions after graduation, and organise job fairs. The dense network of the UNIC Partner Universities, in combination with their specific offers on each campus to enhance professional and personal skills, secure that students match employers' expectations and will find employment fast and easy after graduation. Partners will use the expertise of external lecturers, professionals in companies, and city administrations for a constant assessment of employability of RePIC graduates.

It also does not end after having handed in your thesis. The Career Support Offices of the eight partner universities naturally support students in their search for suitable employers. The eight universities are in the middle of prosperous post-industrial cities and regions that offer a variety of interesting and well-paid jobs. (Please compare the following chapters on local opportunities.) Of course, the students are qualified to take on attractive positions not only in Europe, but also worldwide.

### Stay Connected to the RePIC Network!

After graduation of the first intakes, the RePIC Alumni Organisation will start to play an important role in gathering information on the study experience and graduates' employability,

too. The Alumni organisation will also facilitate meetings between current students and RePIC alumni, to network and exchange about career prospects and job opportunities. For this end, the students from different academic intakes will be encouraged to link via social media, mailing lists as well as on occasion of graduation ceremonies, to form the basis for a close network of professionals in the field of redesigning post-industrial cities.

The RePIC Consortium will use its alumni network as a mechanism for monitoring and evaluating career paths and the roles of RePIC graduates in transformative change processes. The Partners use similar assessments already in different study programmes offered locally.

## 6. Studying at the RePIC Universities

### 6.1 Studying at RUB in Bochum, Germany



#### The Town and its Region

Bochum is a lively modern city with around 370,000 inhabitants. It is part of the post-industrial Ruhr area, one of the main metropolitan regions in Europe. Hospitable by tradition, the Ruhr with its very diverse population of about 5 million is one of the largest economic hubs and one of the most important centers for education, science, and research in Europe. The four major cities of the region – Duisburg, Essen, Bochum, and Dortmund – once were the heart and backbone of Germany’s coal and steel industry. Today, the entire region stands for smart and innovative answers to the big challenges of technical, economic, and social change.

Bochum being situated in the heart of the Ruhrgebiet (Ruhr area, named after the river Ruhr), leisure activities of any kind are within easy reach. Nature, sightseeing, nightlife, shopping, art, and culture, as well as numerous events – there is a lot to explore. The unique charm of the area is particularly striking at former industrial premises that have been transformed into cultural sites to celebrate the past and the future of the Ruhr. Situated in Bochum’s Westpark, the [Jahrhunderthalle](#) is one of the best examples of successful transition. The venue annually hosts the [Ruhrtriennale](#), the Ruhr metropolis’ arts festival, and [Extraschicht](#), the night of industrial culture. A vibrant night life and a pub culture prove that Bochum is a thriving student town. Students love to hang out in the legendary pub district Bermudadreieck. Along the riverbanks of the Ruhr and Emscher rivers, hiking and biking routes connect the different landscapes of the Ruhrgebiet. Soccer is the most popular sport in the region with the VFL Bochum team playing in the first national league, but of course there are hundreds of activities that everyone can pursue, from kickboxing to yoga, from sailing to even Quaddball (formerly Quidditch), in countless clubs and for every age group.

Since all students can receive a public transportation ticket for the whole state of North Rhine-Westphalia (optionally even Germany) upon enrollment, recreational activities are not limited

to Bochum and the Ruhr. A little further along the way interested students can also visit Cologne with its famous cathedral as well as Düsseldorf, Bonn, or Münster. The proximity and good connections by train to the Netherlands, Belgium, and France also allow for convenient and fast travel to visit the neighbouring countries.

## The University

Located in the heart of Europe in the dynamic metropolitan region of the Ruhr Area, Ruhr University Bochum (RUB) with its 21 faculties is home to about 39,000 students from more than 130 countries. The Ruhr Area is not only Germany's largest academic hub, but also an epicenter of innovation that fosters close interaction between academia and the private sector. As a comprehensive university, it unites the arts, humanities, social sciences, natural sciences, engineering, and medicine. Its strong tradition of research, outstanding international networks, and innovative education make the RUB a sought-after cooperation partner and an attractive place of study for young people from all over the world.

In 2007, RUB joined forces with the neighbouring universities in Dortmund and Duisburg-Essen to form the University Alliance Ruhr, one of the largest and most productive scientific associations in Germany. The strategic merger offers researchers diverse opportunities for cooperation and gives students the option to attend courses and use the infrastructure at the neighbouring universities.



## RUB Department of Geography

At RUB, RePIC is hosted by the Department of Geography (Geographisches Institut), located in the IA Building. The Department contributes to the integrated understanding of structures, functions, and processes in spatially coupled Human-Earth-Environment systems, their complex feedback, interaction loops, and corresponding changes. Data acquisition in the field, geospatial data processing and visualization are at the heart of its contribution to RePIC in research, teaching, and knowledge exchange with interdependent foci on smart, sustainable, and resilient cities. More than 70 scientists (led by 13 professors) contribute to enhancing our understanding of the transformations of metropolitan areas and their specific development pathways. Empirical evidence is provided for the development and implementation of informed strategies for managing these transformations in close cooperation between public, private, and academic partners. A regional focus is put on the Ruhr Area and its post-industrial developments as well as on metropolitan regions in Asia and the USA. The teaching staff prepares the students for a broad and professionally oriented spectrum of careers worldwide. The PhD programme of RUB's Faculty of Geosciences provides opportunities to conduct doctoral research integrated in projects of experienced working groups in the multi-perspective and multi-scalar geographical field of the transformation of metropolitan regions.

### **The Transformation of Metropolitan Regions – Integrative Research and Teaching as a Priority of RUB'S Department of Geography**

Digital, ecological, economic, demographic, and social transformation processes accompanied by profound functional and structural changes of urban landscapes take place in an interplay of planned and unplanned processes. This comprises selective processes of growth and shrinking as well as re-, sub- or post-suburbanization processes. Notably urban areas like the Ruhr Area, an agglomeration of post-industrial cities, are facing special challenges of an integrated smart, sustainable, and resilient re-designing, leading to new types of urban developments. Any attempt to understand and to influence the processes of transformation in post-industrial areas requires a thorough understanding of the respective dynamics and their mutual interplay. This entails knowledge about societal structures and processes, about urbanity as a social and spatial condition sui generis, about technological conditions and potentials, and about the dynamics in the natural environment. Besides the specific local conditions, the processes of global transformation pose key challenges.

The complex and interplaying challenges of re-designing post-industrial cities and metropolitan areas require a modern understanding of geography, including close cooperation with neighboring disciplines. Bringing together the perspectives of an interdisciplinary community is an integral part to contribute to analytical research resulting in an improved planning of smart, sustainable, and resilient post-industrial areas. The





integration of both scientific perspectives (including established theory and modern methods) and the views of practitioners is essential for the research and teaching approach of the RUB Department of Geography.

The Department of Geography, together with other RUB entities, offers various services for RePIC students:

- First semester welcoming activities
- Weekly RePIC office hours (digital and on campus)
- Services for internship and professional opportunities: <https://studium.ruhr-uni-bochum.de/de/willkommen-beim-career-service> (in German)
- Services for academic writing: <https://www.zfw.rub.de/sz/angebote/studierende/%C3%BCbersicht> (in German)
- Services for library usage and literature search: <https://www.ub.ruhr-uni-bochum.de>
- Services for language courses: <https://www.zfa.ruhr-uni-bochum.de/index.html.en>
- Services for the e-learning system: <https://studium.ruhr-uni-bochum.de/en/e-learning-studying-online>

### **Practical Information**

How to get to the Department of Geography:

- Address: [Universitätsstraße 150, 44801 Bochum, Building IA, Floors 5 & 6](#)
- Closest train and metro station: From Bochum downtown, main station (“Bochum Hbf”), take metro line U35 (“Campus Line”). During working days, the metro line departs in 5-minute intervals, and it takes about 10 minutes from Bochum Hbf to Ruhr Universität and vice versa.
- Located on the north-east side of the campus (the IA Building is the first one in the white row of faculty buildings in the I-Nordstraße and can be reached by descending the steps in front of the SSC building if you arrive by metro.)

### **Relevant Links**

- Department of Geography: <https://www.geographie.ruhr-uni-bochum.de/index.html.en>
- RUB International Office (RUBiss – International Student Services): <https://international.ruhr-uni-bochum.de/en/international-degree-seeking-students>
- RUB Homepage: <https://www.ruhr-uni-bochum.de/en>

### **Prior to your arrival: Preparing Your Stay at RUB**

Before starting their studies at RUB, all students are required to carry out preparations for their stay. Students are expected to proactively inform themselves concerning the necessary preparations and regulations in their individual case. Most importantly, students need to organise accommodation and apply for visa and/or residence permit (non-EU international students only) for the whole duration of their stay. Please note that students are fully

responsible to find accommodation & organise the visa / residence permits. The visa application process and finding an accommodation can take some time. Students are advised to start both processes as soon as possible.

### **Entry Regulations (Visa)**

Entrance requirements to Germany depend on the nationality of the applicant. Before travelling to Germany, you should get more information regarding the entrance requirements applying to your individual case as outlined by the [Federal Foreign Office](#).

Entrance requirements can be divided into three types of passport holders:

1. Citizens of EU states, the European Economic Area and Switzerland:  
<https://international.ruhr-uni-bochum.de/en/visa-and-residence>
2. Citizens of Australia, Canada, Israel, Japan, New Zealand, Republic of Korea, and the USA: <https://international.ruhr-uni-bochum.de/en/visa-and-residence>
3. Other Non-EU citizens: <https://international.ruhr-uni-bochum.de/en/visa-and-residence>

Please note:

- The visa application process can take a long time; therefore, applicants are advised to start the process as soon as possible.
- We recommend you consult the diplomatic mission or your local Foreign Citizens' Office as early as possible.

### **Accommodation**

Prior to arrival, students can rely on the support of the International Office's International Students Services team. Each RePIC student shall receive an email with important information from the RUB International Office about living in Bochum. Depending on your planned length of stay in Bochum, you have two options:

#### **1. Finding a room on the private market (recommended if you are staying in Bochum for less than 5 months)**

Apart from the (partly subsidized) student residences, which work with a minimum rental period of 12 or 6 months, there are several private providers where you can book apartments/rooms for an individual rental period.

These providers are:

- <https://www.seven-stones.de/studenten/studenten-wohnungen.html>
- <https://green-stay.eu/>
- <https://www.nena-apartments.de/standorte/bochum/nena-bochum-city/>
- <http://www.inbochum.org/indexI.php/>

You can also find interesting offers on the following pages:

- [www.wg-gesucht.de](http://www.wg-gesucht.de)

- [www.housinganywhere.com](http://www.housinganywhere.com)
- [Wohnen auf Zeit in Bochum - Möblierte Wohnungen bei ImmoScout24 \(immobilienscout24.de\)](http://Wohnen.auf.Zeit.in.Bochum.-Möblierte.Wohnungen.bei.ImmoScout24.(immobilienscout24.de))
- <https://www.ebay-kleinanzeigen.de/stadt/bochum/>
- <https://www.meinestadt.de/bochum/immobilien>

These links from the DAAD are helpful when searching on your own. Be careful and pay attention to the information on scam offers!

## **2. Booking a room in an AKAFÖ student hall of residence with a minimum rental period of 6 or 12 months**

The AKAFÖ (Akademisches Förderungswerk), in co-operation with the International Office, offers rooms in five different halls of residence for exchange students:

- Single rooms in shared flats in the AKAFÖ houses: Markstraße 105, Markstraße 137, and Spechtsweg 10-18
- Single rooms in the AKAFÖ houses: Laerholzstraße 80 and Glücksburger Straße 27

The rental period at the AKAFÖ dorms is 6 or 12 months, and the rental contract cannot be cancelled during this time. Regardless of the actual move-in or move-out date, full calendar months are always charged. Further information on this offer can be found in the [AKAFÖ leaflet](#). If you would like to apply for a room in a hall of residence, please use the "Accommodation Request" form attached to the e-mail from the International Office.

### **Further Information**

Finding accommodation in Germany entails several important bureaucratic steps, such as signing a legally binding rental contract (Mietvertrag). You can find an overview of specific German regulations as to housing online here:

<https://www.justlanded.com/english/Germany/Germany-Guide/Housing-Rentals/Contracts>

### **Welcome and Orientation**

The RePIC staff will organise a joint welcome week (9/30-10/6/2024) together with the RePIC Student Ambassadors ("Buddies") at the beginning of each taught semester, and particularly at the start of semester 1. As the starting university, RUB's staff provides the incoming students with information about the entire programme as well as about the courses offered specifically on its campus. The Department of Geography will organise specific formats for the purpose of socializing and networking with fellow (senior) students and lecturers, e.g., in form of get-togethers. Information about studying will also be provided in individual counselling sessions. Experience has shown that many students are more likely to ask questions in this environment than in larger group meetings.

To make it easier for new international students to start their studies, the RUBiss team (RUB International Student Services) of the International Office organises orientation days for new students before the beginning of each semester. During these days, important formalities for the start of studies are taken care of, counseling opportunities are offered, and students are

introduced to German culture and Bochum's surroundings through events and excursions. The idea is that the support and guidance of international students during their first steps at RUB and during the first semester is provided by students – the Campus Guides, complementary to your individual RePIC Buddy.

During the semester, RUBiss organises additional events especially for international students. It offers a variety of gatherings, workshops, and excursions. These include, for example, hiking days, information sessions on orientation in academia or study financing as well as a “Stammtisch” and intercultural trainings.

Additional links:

- Information on the orientation week offered by the International Office: <https://international.ruhr-uni-bochum.de/en/orientation-days>
- RUBiss events and offers for international students: <https://international.ruhr-uni-bochum.de/de/rubiss-events>

## **Enrollment Process & Registration at the City**

### **RUB Enrollment Process**

To study at RUB, you as a RePIC student must enroll in the correct form and in due time.

At first, you must register online (be careful to provide the correct information!). After that, you can upload your documents to the [Information Portal Enrollment](#), which will be checked by the Registrar’s Office. Please find out in good time which documents are required for you to request them in advance (e.g., from your health insurance company).

After having successfully applied for RePIC, the actual enrollment at RUB takes five steps:

1. You received a letter of admission for RePIC and accepted it signing the Declaration of Acceptance.
2. You can then enrol online within the deadline specified in the letter of admission. Complete your data. The link for your personal online enrollment can be found in the admission information portal. Please complete the online enrollment exclusively via the personal link in the admission information portal.
3. Upload your documents, also within your enrollment deadline, to the [Information Portal Enrollment](#). After uploading the required documents, please approve your enrollment in due time, otherwise your application cannot be processed.
4. It can take several days to process your application. Pay close attention to the status of processing on the matriculation information portal, because if documents are missing, you will be informed via the portal and via email.
5. After you are registered as a RePIC student at RUB, you will receive an email with the most important information about paying the social contribution fee (Sozialbeitrag), using the RUB online services and how to proceed.

Please note:

- Incorrectly and / or not uploaded documents can lead to the rejection of your application.
- Check if all information stated in the documents are correct (name, birth date, etc.)
- At RUB, the International Office in cooperation with the RePIC Programme Manager at the Department of Geography will take care of the enrollment for the semesters spent in Bochum during the regular duration of the study programme (4 semesters).
- Students who choose RUB as location for the thesis semester (Semester 4) should contact the Registrar's Office about re-enrollment as active student ("Rückmeldung").

More information: <https://studium.ruhr-uni-bochum.de/en/registrars-office>

Relevant links:

Website of the Admission Office with detailed information about enrollment at RUB:

<https://studium.ruhr-uni-bochum.de/en/enrollment>

Website of the Registrar's Office:

<https://studium.ruhr-uni-bochum.de/en/registrars-office>

### **Registration at the City of Bochum**

According to German federal law, every person who resides in Germany must register at the local city administration. Registration at the city should take place within two weeks of moving to or within Germany. This means that you should register within no more than two weeks after moving to your apartment in Bochum. If you do not receive an appointment within two weeks of your arrival, simply book the next available appointment. It is important that you have booked an appointment at the Citizens' Office within the two weeks. To register as a resident of a German city, you need to prove that you are accommodated in that city. Therefore, you can only register as a resident after finding a place to stay.

Follow the link for more information on City Registration & required documents (under City Registration): <https://international.ruhr-uni-bochum.de/en/visa-and-residence>

Please note:

- You need to register within 2 weeks after moving to a new address in Germany (e.g., 2 weeks, counting from the date you are moving into your new apartment).
- You need a permanent accommodation to register.
- Registration takes place at the local Citizens' Advice Bureau ("Bürgerbüro").
- You can find a list of all relevant documents required for registration on the RUB International Office website.

After registration, you will receive important letters via postal mail to your German address:

- National tax identification number (Important! Please keep it!)
- TV/Radio fee ("Rundfunkbeitrag"): Approx. 18 EUR per month and per apartment; used to fund the German public radio, TV and online contents that are available for free. The fee

is to be paid quarterly (3 x approx. 18 EUR = 54 EUR). If you live in a shared flat, you can split the amount between all roommates.

- Non-EU Students only: Invitation letter stating your individual appointment to the Foreigner's Office (e.g., for visa extension and residence permit); If you do not receive this letter close to the expiring date of your visa, please contact the local Foreign Office.

When you leave Germany, you need to formally de-register from the City of Bochum. To do so, you need to fill out a [deregistration form](#). As the form is provided in German only, please find a sample version with English translation [here](#). Please also a copy of your identity card or passport and, if available, a certificate of residence, which you can obtain from Ms. Gundra Stückrath or your landlord on request. Please send the PDFs directly to [rubiss@rub.de](mailto:rubiss@rub.de) so that they can forward them to the Citizens Office.

Additional link:

RUB information website for international degree seeking students:

<https://international.ruhr-uni-bochum.de/en/international-degree-seeking-students>

## Campus Services & Student Life

### Campus Services

#### 1. RUB e-Campus

E-Campus is an online platform that offers several digital services to facilitate your stay at Ruhr-Universität Bochum. Here is a selection of relevant services available via e-Campus:

- Access & download your RUB public transportation ticket
- Download enrollment certificates for your current semester
- Sign up for classes & exams
- Manage credits and academic records and checking academic details.

There are two options for accessing e-Campus. For further information please have a look at the following website (German only): [https://www.ruhr-uni-bochum.de/ecampus/ecampus-webclient/login\\_studierende.html](https://www.ruhr-uni-bochum.de/ecampus/ecampus-webclient/login_studierende.html)

On campus, access points can be found:

- In the University Library
- At the Infopoint of the Central University Administration ("Universitätsverwaltung")

Please note:

After receiving your enrollment documents, you need to access the RUB Identity Management website to set up your personal RUB ID password: <https://rub.de/login>

#### 2. Payment with RUB Student ID Card at RUB Canteens & Cafeterias

Your RUB student ID card can be used to pay at the cash desks in RUB canteens & cafeterias. To pay with you RUB student ID card, simply place the card on the card reader at the check-

out. Please keep in mind that the RUB student ID card has only a prepaid function, meaning that you need to deposit money on it before being able to pay. To deposit money (5-150 Euro) on the student ID card, you can use one of the card-charging stations in the university canteen, in the Q-West restaurant, or in the cafeterias.

Relevant links:

- More information about payment with the RUB Student ID Card: <https://www.akafoe.de/gastronomie/bargeldlos-zahlen> (German only)
- Menu of the RUB canteens: <https://www.akafoe.de/gastronomie/speiseplaene-der-mensen>

### **3. University Library**

You can use your RUB student ID card to borrow books from the university library located on the main campus. Books can be borrowed for 22 days. If not requested by another user, (in which case you will be notified), they will be automatically renewed twice, thus enabling them to be borrowed for 66 days.

Relevant link:

RUB University Library Portal: <https://www.ub.ruhr-uni-bochum.de/en/>

### **4. Copy and Print**

The RUB student ID card can be used to pay at the printers and copy machines in the RUB university library and in the RUB printing centre at the main campus (“Druckzentrum”; SSC 01/219).

Relevant link:

Information on the RUB printing centre:

<https://www.druckzentrum.ruhr-uni-bochum.de/dz/index.html.en>

### **5. Available Workspaces**

RePIC students at RUB have access to a variety of workspaces, libraries, and laboratories:

- A Departmental Library (Geography),
- Archives of maps and aerial photographs (digital and analogue),
- 3 Computer labs (20 places each) for teaching (3D-compatible),
- 2 Computer labs with self-study workspaces,
- A Virtual Pool (remote server, incl. relevant software, e.g., GIS, Game Engines, SPSS, Visualization Software),
- A Cartography / GI Science Research Lab (incl. Eye-Tracking in 2D/3D, Stereoscopic Displays, Virtual and Augmented Reality Equipment, other experimental equipment),
- A Physical Geography Lab (incl. CP-OES, TOC-, CN-Analyzer, IC and MIR Spectrometer),

- Methods Lab for geography teacher education and training (incl. smartboards, 3D models for student experiments and VR equipment).

RUB provides free EDUROAM WiFi access to all students. EDUROAM is available in all facilities at RUB and can be accessed by using your RUB credentials (LoginID & Password). To be able to access the EDUROAM WiFi network, you need to configure your device first. Please follow the instructions provided by the RUB Network Operation Centre:

<https://noc.rub.de/web/wlan>

Please note:

- You need to set a password for your RUB student ID card before being able to access EDUROAM. To set a password for your RUB student ID card, please follow the instructions on your enrollment documents.
- Manual for EDUROAM configuration: <https://noc.rub.de/web/wlan>

## **Student Life at RUB**

Bochum has a population of 370,000 including more than 60,000 students, thereof approx. 39,000 students enrolled at RUB. As a one of the major universities in Germany, RUB offers students a wide variety of non-curricular activities alongside their studies. Students at RUB can choose diverse cultural programs, language courses, sports activities, and many more. All students and members of staff can attend courses in 80 different types of sports. In Bochum's city centre, the university also operates its own gym called Unifit. The campus is also home to the Musisches Zentrum. Here, students can take theatre, art, and music classes, practice with the large university orchestra and perform in concerts. The student services organization AKAFÖ also offers a cultural semester programme.

Many students go out in Bochum's so-called "Bermuda Dreieck" – a premier downtown spot for nightlife with cafés, restaurants, and clubs. Regarding recreation in nature, Lake Kemnade and the Ruhr river valley are good spots to visit. There, in close vicinity to the university campus, you can skate, go sailing, surfing or boating. For those who enjoy riding their bikes, Bochum also offers numerous attractive bike trails as for example the Erzbahntrasse which was built along formerly used train rails and which lets people explore various monuments of industrial culture throughout the whole Ruhr area.

For more information please see:

<https://studium.ruhr-uni-bochum.de/en/extracurricular-activities>

### **I. Language Courses**

As RePIC student, you will be offered to participate in a weekly and RePIC-only German language course free of charge. In addition to that, the RUB Language Centre (ZFA) offers a large variety of language courses free of charge for students. ZFA course offers encompass 16 different languages, of course including German (from beginners to advanced level including conversation and technical language classes). Moreover, it is also possible to participate in guided but individualized and self-directed language programmes (Individual Learning and Tandem):



<http://www.zfa.ruhr-uni-bochum.de/ils/index.html.en>

Among other things, the International Office, together with the Language Centre ZFA and the AKAFÖ, organises a “Sprachcafé” (language practice get-together), where you can chat with native speakers and learners of the language of your choice. This is an opportunity to connect with students speaking the same language or try practice a new language.

Working together with a tandem partner from a similar field of study, you can test and improve your subject specific as well as your general language proficiency and skills in intercultural communication.

Additional links:

- Website of the RUB Language Centre (ZFA): <http://www.zfa.ruhr-uni-bochum.de/index.html.en>
- Sprachcafé at RUB: <https://international.ruhr-uni-bochum.de/en/sprachcafe-bochum-language-practice-meet>

## **2. RUB Cultural Programme**

As mentioned above, Ruhr-Universität Bochum offers a wide variety of cultural activities to students. You may want to check out the [Botanic Garden](#), the Musisches Zentrum, dance and theatre performances, the campus radio, and many more offers.

Relevant links:

- Life on RUB Campus: <https://uni.ruhr-uni-bochum.de/en/campus-life>
- Cultural activities organised by AKAFÖ: <https://www.akafoe.de/kultur>
- Information on activities provided by RUB student representatives (AStA): <https://asta-bochum.de/links/links-sport-kultur-freizeit-mehr/>

## **3. RUB University Sports**

Ruhr-Universität Bochum offers a vast variety of university sports courses. Most of the sports courses are conducted in German, whereas some selected courses are completely in English. You can also use the university gym “Unifit” (Massenbergstraße 9-13, 44787 Bochum) located in the city centre near Bochum central station. To have access to the studio, you also must book your sports card (see step by step guide below).

Relevant links:

- List of RUB University Sports Courses: <https://hochschulsport-bochum.ruhr-uni-bochum.de/en/course-programme-university-sports>
- Step by step guide to register for a sports course: <https://hochschulsport-bochum.ruhr-uni-bochum.de/en/registration-university-sports>

## **Student Card & Transportation**

### **1. Ruhr-Universität Student ID Card**

Upon their arrival at RUB, RePIC students receive their personal RUB student ID card together with other enrollment documents. The RUB student ID card holds personal information, such as a photo of the student, student's name, and matriculation number ("Matrikelnummer").

In addition, the student ID card holds a chip enabling it to use it for several service functions, such as payment at the university cafeterias, borrow books at the library, access to the e-Campus system, etc.

Please note:

- Among your enrollment documents, there is a letter stating your RUB student ID card PIN and PUK numbers.
- You can find an instruction on how to set a password for your RUB student ID card on your enrollment documents; setting a password requires an e-Campus access point at the Ruhr-Universität main campus.
- The RUB student ID card is not an official identification document recognized by the German state authorities.

## 2. Public Transportation Ticket

All regular RUB students receive a so-called Deutschland-Semesterticket for public transport. The ticket price is already included in the social contribution fee ("Sozialbeitrag") and available to all students.

You can use the Deutschland-Semesterticket in

- All regional transport services (buses, subway trains, streetcars, suburban trains) throughout Germany (except first class) and
- Deutsche Bahn local trains throughout Germany (except for ICE and IC trains as well as first class)

The Deutschland-Semesterticket is valid from

- 1 October 2024 to 31 March 2025 for the winter semester
- 1 April 2024 to 30 September 2025 for the summer semester.

Please note the [information on ticket control](#) below. In the event of [exmatriculation](#), the travel authorisation ends at the end of the day on which the exmatriculation is valid and the ticket is blocked. Second and guest students are not entitled to the ticket. [Students on leave of absence](#) are also not entitled to the semester ticket and pay a correspondingly reduced social contribution.

**Access to the German semester ticket:** The Deutschland-Semesterticket is available to all RUB students who are registered for the respective semester ticket exclusively via the RUB access of RIDE Campus.

[RIDE RUB access](#)

You enter your **login ID and password** and can retrieve your personalized ticket, for example in the event of an inspection. A selected ticket is displayed as a QR code. Further down in the view, you also have the option of transferring the ticket to your wallet on your smartphone.

During the re-registration period, you may be shown two tickets via RIDE Campus - for the current semester and the next semester.

**Important prerequisite:** The semester fee must have been credited to the RUB account by the deadline and the Registrar's Office must have carried out the re-registration.

**Control and ID:** Proof of the semester ticket is required for all ticket inspections: The ticket is valid in conjunction with an official photo ID such as an identity card or passport. You must call up the ticket in RIDE or present it via the wallet on your smartphone; printouts of the QR code are not accepted. It is advisable to also carry a certificate of enrollment with you when traveling outside NRW in case of difficulties during checks.

Further information:

- RUB public transportation ticket: <https://studium.ruhr-uni-bochum.de/en/semester-ticket>
- Map of the railway network of the state of NRW: <https://www.mobil.nrw/rvp/>
- Map of the VRR ticket area and area codes:  
[https://www.vrr.de/fileadmin/user\\_upload/pdf/service/downloads/Weitere\\_Broschueren\\_und\\_Tarifinformationen/VRR\\_Gesamtraum\\_Allgemein\\_Januar\\_2022\\_960\\_680.pdf](https://www.vrr.de/fileadmin/user_upload/pdf/service/downloads/Weitere_Broschueren_und_Tarifinformationen/VRR_Gesamtraum_Allgemein_Januar_2022_960_680.pdf)

### Services for Students with Special Needs

RUB offers a variety of services for students with disabilities and chronic illnesses to support them during their studies. The main objectives are barrier-free access to academia (e.g., compensation for disadvantages when taking exams) and offering advice and assistance when needed. There is a peer-to-peer mentoring programme in place that matches students (from undergraduate to PhD level) with health impairments and offers supporting events. Apart from that, there are several ways in which disabled, and visually impaired students can receive technical assistance in the form of respective hard and soft ware. On the other hand, RUB teaching staff is sensitized to all issues of barrier-free teaching and trained in accommodating students accordingly.

For more information please see:

<https://studium.ruhr-uni-bochum.de/de/studieren-mit-beeintraechtigung> (German only)

Relevant links:

- RUB Inclusive University: <https://uni.ruhr-uni-bochum.de/en/inclusive-university>;  
<https://www.akafoe.de/inklusion/>
- Mobility information for wheelchair users at RUB: [https://www.ruhr-uni-bochum.de/anreise/rollstuhlfahrende\\_en.html](https://www.ruhr-uni-bochum.de/anreise/rollstuhlfahrende_en.html)

- General information on studying in Germany with a disability offered by the German Academic Exchange Service (DAAD): [https://www.study-in-germany.de/en/plan-your-stay/studying-with-a-disability\\_71220.php](https://www.study-in-germany.de/en/plan-your-stay/studying-with-a-disability_71220.php)

## Health Insurance & Medical Services

### 1. Health Insurance

According to German federal law, **every student in Germany must have a valid health insurance**. As an official EMJM degree programme, once successfully enrolled, all admitted RePIC students will have received a health and accident insurance in line with the EACEA requirements. The procedure for submitting the insurance certificate has changed as of January 1st, 2022. The notification is sent directly from the insurance company to the university in digital format. Paper certificates are generally no longer issued.

- **Students with statutory health insurance** apply for an insurance certificate from their statutory health insurance company in good time before enrolling. The statutory health insurance company then reports all the required data digitally to the RUB. Nevertheless, please upload a scan of your insurance card to the enrollment information portal so that we can compensate for any delays in the digital registration process.
- **Students with private health insurance** who wish to remain so during their studies require a so-called exemption certificate. You can get this from your last German statutory health insurance fund or from any German statutory health insurance fund (if you have never had statutory health insurance). A certificate from private insurance alone is not sufficient. In any case, you must contact a German statutory health insurance company so that they can certify that you are exempt from the statutory insurance obligation. The statutory health insurance company sends the required certificate digitally to RUB. Please ensure that you obtain the required certificate in good time before submitting your application and seek advice on the formalities from a statutory health insurance company. In addition, please upload proof of private health insurance (e.g., certificate, card, etc.) to the enrollment information portal.
- **If in doubt (e.g. if you are insured abroad), please contact your health insurance company or seek advice from a statutory health insurance company in Germany.**

If you change your health insurance company during your studies, notify the student secretariat immediately by submitting a new insurance certificate.

### 2. Doctors

The EMJM Health and accident insurance scheme comes with specific procedures such as a health insurance app for consulting a doctor. The specific details and requirements will be provided in the Welcome Week.

Apart from that, the fastest way to find a local doctor is to search online in a local directory, such as:

- Gelbe Seiten: <https://www.gelbeseiten.de/>
- Das Örtliche: <https://www.dasoertliche.de/>

- Jameda: <https://www.jameda.de/>

In Germany, it is recommended to visit a General Practitioner (“Hausarzt”) first. In more complex cases, the General Practitioner will then refer you to a specialist.

Please call the General Practitioners office in advance to make an appointment. In more acute or severe cases, you will usually receive an appointment the same day. In less urgent cases (e.g., regular examinations etc.), you may have to wait several days to weeks for an appointment.

Please note:

- In case of illness, please contact a General Practitioner first.
- Only go to a hospital emergency room if there is an urgent emergency!
- You will be asked to present your European Health Insurance Card at the reception desk.
- If you do not have a European Health Insurance Card, you may be asked to pay the treatment yourself and ask your health insurance for a refund.
- Consider that health insurance does not cover all available treatments; medical personnel is obliged to inform you about additional costs for individual health services (“IGeL-Leistungen”) prior to a treatment.
- Opening Hours vary considerably, but most non-hospital doctors are closed during weekends and on Wednesday afternoon.

### 3. Pharmacies

You usually do not receive medicine or other drugs at the doctor’s office. Instead, the doctor will write a prescription for you, which you then take to a Pharmacy to receive the prescribed drugs. Some medicine or hygiene articles can be purchased at the pharmacy without prescription.

If you need medicine at night or during the weekend, you should inquire about the “Apotheken-Notdienst” (emergency pharmacy service) that indicates, which Pharmacy is currently open.

### 4. Emergency Numbers

- In case of emergency, you can call the following number (24/7 availability):
- Police: 110
- Ambulance or Fire Fighters: 112
- Emergency Service at RUB: 0234 32 2333

## Financing Your Studies & Finding a Job After Graduation

### Financing Your Studies

Securing your financial resources to cover your costs of living while studying at RUB is certainly important for the successful completion of RePIC. Apart from using your savings or

a sponsor's support, there are other ways to finance your studies in Bochum. Applying for a scholarship or a grant are possible ways too.

Please check out the following websites for more information:

- Financing information by the RUB International Office: <https://international.ruhr-uni-bochum.de/en/financing-international-degree-seeking-students>
- Working while studying: <https://international.ruhr-uni-bochum.de/en/working-international-student>
- Student finance counselling – for questions about financing your studies, for example through BAFöG or stipends (German only): <https://studium.ruhr-uni-bochum.de/de/studienfinanzierung>

General counselling offers at RUB:

- Central Student Advisory Service – for help and support with individual problems before or during your studies, such as illness, orientation or motivation difficulties or other psychological problems (German only): <https://www.ruhr-uni-bochum.de/zsb/>
- Division Student Lifecycle Services (German only): <https://einrichtungen.ruhr-uni-bochum.de/en/devision-student-lifecycle-services>
- Coachings, Workshops and Psychological Advice in the Peer Quartier: <https://studium.ruhr-uni-bochum.de/en/node/705>

### **Finding a Job in Bochum and around after Graduation**

RePIC graduates will benefit from the research and practitioner network of RUB's Department of Geography. Regular partners are, for example, the [Dortmund City Council](#), the [Bochum City Council](#), the consulting firm [PCG Project Consult GmbH](#), the [Regionalverband Ruhr](#) (Ruhr Regional Association; RVR), the [Research Institute for Regional and Urban Development](#) (ILS) and the [Forschungszentrum Jülich](#).

RePIC students are also invited to make use of the general offers of the [Career Service at RUB](#) in order to prepare themselves in the best possible way for a smooth transition into their future career. Here students can receive career guidance, have their applications and resumes checked and practice job interviews (online and face-to-face) with skilled professionals. There is also a [counselling service offered by the Employment Agency](#) ("Agentur für Arbeit") directly at RUB, which can be consulted by all students. Here you are in good hands, for example, if you need general career advice or if you want to find out about the German job market and possible vacancies. They also offer a variety of seminars and workshops.

RUB aims to foster the entrepreneurial spirit of its students and academics. Our "Worldfactory Start-up Center" serves to raise and to nurture the start-up spirit among university members. The offers of the Start-up Center are also open to RUB students. They are modular in design, ranging from events for acquiring start-up-relevant skills, to five specialised incubators along the lines of cutting-edge research, to the university's concrete support schemes for start-up processes. The Worldfactory Start-up Center also offers the "Entrepreneurship Explorer Ruhr" (EER), a two-week bootcamp for international start-up enthusiasts with the aim of preparing

initial innovative business ideas for implementation on site together with professionals. It includes excursions to successful start-ups in the region.

Additional links:

- Worldfactory Start-Up Center at RUB: <https://www.worldfactory.de/en/>
- Website of the Employment Agency's team at RUB: <https://studium.ruhr-uni-bochum.de/en/node/1017>



## 6.2 Studying at UCC in Cork, Ireland



### The Town and its Region

UCC is based in Cork City in the County of Cork, which is the southernmost county in the Republic of Ireland. We have fantastic connections via rail, road, and air. The train station is only 15 minutes away by bus from main campus (the number 205 will take you straight there) and we are only a 15-minute drive away from Cork International Airport. You will find there are so many amenities for you to enjoy here in Cork. You'll be spoilt for choice with amazing places to visit in your free time. Discover County Cork in this video.

Cork's vibrant city centre is right on your doorstep of UCC's campus and is only a 15-minute walk or 5-minute cycle away. With a huge selection of bars, pubs, clubs, live music venues, theatres, cafés, museums, galleries, parks, greenways, and restaurants serving cuisine from all over the world, there is something for everyone. As Ireland's foodie capital, you will be spoilt for choice with the best of local and international produce available in the iconic English Market which is a covered food market that has been in operation since 1788. Farmers' markets are hosted practically every day of the week all over the city, including one on our main campus.

The main shopping thoroughfare, St. Patrick's Street, is home to numerous national and international high street brands but you will also find smaller artisan, vintage, and independent boutiques.

Here's just a flavour of what you can do: explore the majestic star-shaped Charles Fort in Kinsale or take a trip along the Wild Atlantic Way (which starts in Kinsale) and explore West Cork towns such as Clonakilty, Schull, and Baltimore. Experience Atlantic Sea Kayaking, you can even do night kayaking under the stars in Castlehaven Bay and Lough Hyne and see luminescent plankton! Or head east to Cobh, which is famous for being the Titanic's last port of call in 1912. About an hour away from Cork, you can soak up the scenery around the world-famous lakes of Killarney and take a tour of the Ring of Kerry.



You may also decide to take a day trip to the Viking city of Waterford or visit the impressive Kilkenny Castle and Parklands. There are loads of options, all right here, on your doorstep. You can check out the Cork Cultural Scene on [www.WhazOn.com](http://www.WhazOn.com) which is a monthly publication that features information on live music, gigs, festivals and other cultural events.

WE ARE CORK: [www.wearecork.ie](http://www.wearecork.ie)

YAY CORK: [www.yaycork.ie](http://www.yaycork.ie)

PURE CORK: [www.purecork.ie](http://www.purecork.ie)

## The University

When you begin your journey at UCC you will belong to a vibrant and diverse community of over 22,000 students from over 100 countries, from all over the world. You will become part of a global family which is united by shared experiences, shared values, and shared ambition.



Originally established as Queen's College Cork in 1845, UCC has a stunning campus with the River Lee flowing through it. Here, old limestone buildings blend seamlessly with amazing new modern, award-winning architecture. Our main campus is set on 42 acres of wooded grounds and yet you can still walk to Cork's vibrant city centre in just 15 minutes! UCC has three campuses: Main Campus, Western Campus, and North Mall Campus, which are all located within a 15-minute walk of each other. In total, our campus covers over 210 acres, including sports pitches.

UCC's Green Campus has over 2,500 trees and around 120 different species. If you are a nature lover, then you will feel right at home in UCC. Our campus was the first university in the world to be awarded a Green Flag. In fact, the global Green Campus Programme, which is now active in 21 countries, is a movement that was started by UCC students over 10 years ago. We take our sustainability very seriously here!

UCC Green Campus Information: <https://www.ucc.ie/en/greencampus/>

## The Department of Geography & the Centre for Architectural Education

The [Department of Geography](#) as one of the most popular subjects in the Faculty of Arts centrally strives to create, preserve, communicate, and interrogate a wide range of geographical knowledge in geographies of environment, socio-economic and cultural and political transformations across the earth. The departments research is interdisciplinary focused on 21st century issues such as environment, migration, climate change, economy, food and cultural identity and their influence on natural habitats, regional development, landscape experience as well as rural change and urban growth.

The Architecture course in UCC is accredited by the Royal Institute of Architects of Ireland (RIAI). Our unique collaboration with the Cork Institute of Technology (CIT)/Munster Technological University (MTU) provides a challenging and engaging course. This course is

delivered by the [Cork Centre for Architectural Education](#) (CCAIE) in new premises on Douglas Street in Cork. This new School of Architecture houses state-of-the-art technology with purpose-built workshop spaces where you will develop your skills in creativity, design, and innovation.

The Centre for Architectural Education provides students with understanding of the social, environmental and cultural implications of design within the built environment, awareness of the professional responsibilities of architects within the building process, preparation of architects to work in, manage and lead integrated design teams as a basis for subsequent education and professional qualification, and development of the knowledge and skills for independent study and design and for postgraduate study and research.



### **Prior to your arrival: Preparing Your Stay at UCC**

Before your arrival, you should carefully read the information for international students given by UCC. The [International Office](#) in UCC provides detailed information and a point of access for international students before and during their studies – assisting with information around Visa and Immigration, Fees and Cost of Living, and Accommodation queries.

Information for Visiting EU Students:

<https://www.ucc.ie/en/international/studyatucc/visitingeustudents/>

### **Entry Regulations (Visa)**

Visa and immigration compliance is compulsory for most international students visiting UCC. For more detailed information please read the most recent information and updates under the following link:

<https://www.ucc.ie/en/international/studentinfohub/beforeyouarrive/visaandimmigration/>

### **Accommodation**

Cork is a compact, friendly, safe and secure city to live in. It's easy to find your way around and easy to make friends. In fact, the locals are so friendly that Cork was voted third friendliest city in the world in 2018 (Source: Condé Nast Traveller). Unlike students in some other university cities, most UCC students can live within walking distance of each other which really adds to the sense of community. We know how important it is for you to find the right accommodation, a place where you can feel safe and at home. There are plenty of options to

choose from, most of which are located within walking distance of campus or on a public bus route, and we are here to support you every step of the way.

There are five student apartment complexes which are managed by UCC, and all are located within very short walking distances of campus:

- <https://www.homelodgers.com/student-accommodation-cork/>
- <https://www.ucc.ie/en/accommodation/campusaccommodation/>
- <https://studentpad.ucc.ie/Accommodation>
- <https://www.ucc.ie/en/build/projects/current/crows-nest/>

Contact:

Accommodation and Community Life

[resservices@ucc.ie](mailto:resservices@ucc.ie)

Phone: 353 21 490 3849

Other options:

UCC advises you to contact the [private student apartment complexes](#) who offer single semester accommodation (Hatch, The Spires, Bottleworks) to see if you can access a cancellation or to be put on one of their waiting lists.

As an alternative, private rentals and digs are also an affordable option for many students. You will find rooms in private rentals, rooms in shared houses and owner-occupied residences through [UCC Student Pad](#) the [UCC Accommodation Search Facebook group](#) to look at options in student and owner occupied houses. You can apply with your UCC application number or alternatively you can use this code to register: 124000000. A

accommodation searches can be challenging and can take time. There will be more rooms added to UCC Studentpad over the coming weeks so please continue to keep an eye on the site and set up an alert for when new properties are added. We know of students who have found short-term accommodation through companies such as Eazycity or Viva Ireland although UCC does not have an affiliation with these companies so cannot vouch for the quality of the accommodation.

More options:

DAFT.ie: <https://www.daft.ie/for-rent/apartment-abbeyville-model-farm-road-cork-model-farm-road-co-cork/5705656>

UNIACCO: <https://uniacco.com>

Murray Properties: <http://www.murrayproperties.ie/>

## Welcome and Orientation

UCC's International Office a series of welcome and orientation programmes for international students. The two-week [Welcome Programme](#) for international students consists of a series of events within a the week period such as co-information meetings, walking tours of the city

centre, cinema nights, table quizzes and trips at the weekend. Students are invited to take part on any of the events, however it is not compulsory.

The Orientation Programme is a compulsory event for all international students. In this Programme, students get introduced into life at UCC through a series of programmes which should help them to settle in.

For recent information please check paragraph “Orientation and Semester Dates” under this link: <https://www.ucc.ie/en/international/studyatucc/visitingeustudents/>

## **Enrollment Process & Registration at the City**

### **Enrollment Process at UCC**

To find out about which steps you need to take in order to enroll at UCC, please visit [this](#) website and study the section on registration information by student type carefully. In case of questions, you can just contact the responsible staff at the [International Office](#).

### **Registration at the City of Cork**

There is different registration information for international students visiting UCC, mostly concerning country of origin. For more detailed and updated information please check: <https://www.ucc.ie/en/international/studentinfohub/afteryouarrive/orientationandregistration/>

## **Campus Services & Student Life**

### **Campus Services at UCC**

Here at UCC our mission is to facilitate a world-class student experience and to empower and support you to achieve your goals, every step of the way. The key services of the Student Experience Office include:

#### **ACCESS AND PARTICIPATION**

- Disability Support Service (more information here)
- Mature Student Office

#### **UCC PLUS+**

- Student Budgetary Advisor

#### **CAREERS AND EMPLOYABILITY**

- Employability
- Placement
- Advice

#### **SPORT AND PHYSICAL ACTIVITY**

- UCC Clubs

## STUDENT HEALTH AND WELLBEING

- Chaplaincy
- Peer Support
- [Student Counselling & Development](#): University Student Counselling and Development provides support for students, staff, and parents during your studies- dealing with matters such, such as illness, orientation or motivation difficulties or other psychological problems. Counselling appointments continue to be delivered by phone or online using MS Teams, and in-person counselling appointments are available.
- Student Health

## STUDENT LIFE

- Accommodation and Community Life (including Campus Watch)
- Health and Safety for Student Activities
- Student Societies
- Students' Union
- UCC 98.3FM and Student Media

## STUDENT EXPERIENCE INFORMATION:

[www.ucc.ie/en/studentexperience/](http://www.ucc.ie/en/studentexperience/)

In addition, [UCC Student IT Services](#) provides a central repository of all services available to enrolled students. This includes details such as Eduroam Wifi service; Managed Print Service; Student email service; Software.

## Student Life at UCC

### 1. Sport in Our Bones

UCC has a deep and proud history of sporting achievement, and we have ambitious plans for the future. The importance of sport goes far beyond empowering people with health and wellbeing – sport teaches life lessons of confidence, teamwork, resilience, respect, ambition, discipline, integrity which are some of our core values here at UCC.

At UCC we aim to promote participation in sport by all our students and staff, and to support competitive and high-performance athletes. The UCC community of sport wears its red and black shirts and jerseys with passion and pride. With heads held high, its tribe of warriors stands just that little bit taller for the badge of honour it has worn on its chests since 1872: the Skull and Crossbones.

The Mardyke has been home to UCC sport and club activities since 1911. If you like going to the gym before or after class, check out this amazing state-of-the-art facility which includes Fitness and Weight Gyms, Sauna and Steam Rooms, 3 Sports Halls, a 25m Swimming Pool, 2 Squash Courts, a Climbing Wall, Aerobics and Dance Studios, a Rehabilitation Clinic and the UCC Performance Laboratory. The outdoor grounds consist of a GAA Pitch, rugby and

soccer pitch with spectator stand, and water-based synthetic pitch for Hockey and many other multi-sport uses.

## **2. Campus Culture**

The School of Film, Music and Theatre is the powerhouse of performing arts at UCC and an international centre of excellence. Our community of students, academics, artist-scholars, practitioners and researchers work with the contemporary and experimental as well as the traditional and historical.

[www.ucc.ie/en/fmt](http://www.ucc.ie/en/fmt)

There is an active Film Society in UCC, which is solely dedicated to the appreciation and making of — you guessed it — films! Regular film screenings and workshops give you the opportunity to explore and expand your creativity and digital fluency graduate attributes. Check out our students' films on:

<https://www.youtube.com/channel/UC8n5glTHtBpxrW5YsUV7Q6Q>

UCC's Department of Music promotes an annual series of public recitals and concerts as part of UCC's cultural service to the community. Known as Fuaim, the Irish word for sound or noise, you can enjoy weekly lunchtime recitals, for free. Sounds good!

[www.ucc.ie/en/fmt/music](http://www.ucc.ie/en/fmt/music)

The Visual Arts have a vibrant presence on campus, the most visible sign of which is the Lewis Glucksman Gallery. The Glucksman was named the Best Public Building in 2005 by the Royal Institute of Architects in Ireland and made the shortlist of 1001 Buildings You Must See Before You Die: Architectural Masterpieces. It houses four impressive gallery spaces, a riverside restaurant and shop. As an undergraduate student, you can get involved directly with the work of the gallery through an internship programme which will stimulate and cultivate your independent and creative thinking. It has something for everyone but is an absolute must-see if you are an art-lover.

[www.glucksman.org](http://www.glucksman.org)

## **3. Student Societies**

University life is so much more than your academic development and achievements. It's every bit as much about your personal and social development, and student societies are the bedrock of this part of your college experience. As a member of a student society, you will gain lots of transferable skills including the ability to create, evaluate and communicate knowledge. With over 100 societies to get involved in outside of your studies, you'll be spoilt for choice. Societies are student-run groups that offer opportunities to co-create, to refine your skills, spark new interests and make lifelong friends. You can check out all of the societies and speak to members at the Societies Day which usually takes place during Freshers' Week.

<http://societies.ucc.ie/>

## **4. MakerSpace**

The MakerSpace at the Hub in UCC is a brand-new collaborative workspace which brings together creative, collaborative and innovative methods of learning and teaching. It is a place

where our students, staff and the wider community can come together to explore, collaborate and exchange knowledge within and across disciplines. This space will complement existing MakerSpaces in the Cork area. Here, you will be able to develop and nurture your independent and creative thinking skills in a connected community setting, through access to materials, resources, equipment and workshops across a wide range of areas. You will be able to access lots of resources including software for photo-editing and gamedesign, cameras, jamboards, whiteboards and equipment for model-making, as well as paper, pencils, and markers.

<https://www.ucc.ie/en/skillscentre/maker-space/>

## **5. Student Media**

Ireland is famous for being a nation of storytellers and here in UCC, we want to help you to write your own story but also to capture and share the stories that impact all of our lives. If you have storytelling in your bones, then there are loads of opportunities in UCC Student Media for you to put your hand up and get involved.

[www.ucc.ie/en/students/activities/media](http://www.ucc.ie/en/students/activities/media)

## **Student Card & Transportation**

### **1. Student Card**

The [Student ID Card](#) gives students access to facilities such as the UCC library, examination venues and some classrooms. Students can collect their Student ID Card from the Student Records & Examinations office on completion of registration and successful upload of photograph.

### **2. Transportation**

Cork city mostly relies on a very modern bus system throughout the city and suburbs. Students are recommended to get a [TFI Leap Card](#), which is a reduced rate travel card. The city's railway hub is based at Kent station towards the east end of the city giving access to the national and county network. There are two local lines serving the county: one for Cobh in east Cork and one serving Mallow, Charleville and Millstreet in north Cork. For more information on transportation in Cork, please visit [this](#) website.

Cork Airport is the international gateway to the South of Ireland and is uniquely positioned at the start of the Wild Atlantic Way and Ireland's Ancient East. It is the country's second largest and best-connected international airport with more choice of routes than any other airport outside of Dublin. To see a full list of destinations that Cork flies to visit:

<https://www.corkairport.com/destinations/destinations>

### **3. Services for Students with Special Needs**

Our Disability Support Service (DSS) team provides a wide range of supports for students who have a disability, specific learning difficulty or who enter UCC through the DARE (Disability Access Route to Education) scheme. By providing tailored supports to meet your individual needs, our expert DSS team will work with you and will empower you to achieve your full potential. DSS engages with the full UCC community to promote and deliver a fully inclusive

learning environment. For advice and information from both staff and students on making the most of college life check out our Student Toolkit.

The Calm Zone (An Ceantar Ciúin): The Calm Zone is laid out across two levels, and every facet of the space - including acoustics and accessibility - has been considered to maximise autism-friendliness and designed to global design guidelines for built environments to be used by individuals with autism.

Disability Support Service Information: [www.ucc.ie/en/dss](http://www.ucc.ie/en/dss)

UCC Autism & Uni Student Toolkit: <https://ucc.autism-uni.org/>

Autism Friendly University Initiative: <https://www.ucc.ie/en/autismfriendly/>

## **Health Insurance & Medical Services**

Health insurance is mandatory for all UCC students. For more detailed and updated information please check:

<https://www.ucc.ie/en/international/studentinfohub/beforeyouarrive/healthinsurance/>

## **Financing Your Studies & Finding a Job After Graduation**

### **Financing Your Studies**

Your time in UCC will be some of the best years of your life. To maximise your student experience in UCC, you can apply some of our practical advice and good money management skills. The Student Budgetary Advisor is available to meet with you to discuss available supports, potential funding sources and practical ways to manage your money. The service also runs regular information sessions regarding student finances throughout the academic year.

We are including some helpful tips, calculators, and planners for you here and if you have any questions, then our UCC Budgetary Advisor will be happy to assist you.

Students Financial Supports and Advice: [www.ucc.ie/en/studentbudget](http://www.ucc.ie/en/studentbudget)

Fees Office Information: [www.ucc.ie/fees](http://www.ucc.ie/fees)

Scholarship and Prizes: [www.ucc.ie/en/scholarships/](http://www.ucc.ie/en/scholarships/)

### **Finding a Job in Cork and around after Graduation**

To support RePIC graduates in finding a suitable job in which they can apply their skills and knowledge, the [UCC Career Services](#) offers a variety of career guidance offers and establishes contact between potential employers and motivated graduates.



## 6.3 Studying at EUR in Rotterdam, Netherlands



### The Town and its Region

Rotterdam is the second largest city in the Netherlands (700,000 people) and is unlike any other Dutch city. Thanks to its impressive skyline, Rotterdam is also known as 'Manhattan on the Maas'. The world port of Rotterdam is the largest port in Europe and is in the top five of largest ports in the world. Rotterdam is an architectural and cultural metropolis city, a true melting pot with approximately 175 nationalities; Exotic shops and eateries can be found everywhere. The city with many faces has a vibrant young urban culture, rich and diverse range of art and culture, plenty museums, festivals, trendy nightlife, unrivaled selection of (chic) shops, restaurants, and cafes. Definitely a city for city-lovers, think modern, and urban, not windmills and canals.

**Shop at the Market Hall:** Markthal is an explosion of colours and scents. From the moment you walk through the doors of this enormous, horseshoe-shaped building, all you see are bright fruits, vegetables, and other foods—both actual items at the numerous food stalls and images of items on the massive ceiling artwork.

**See the Old Harbor:** Dating from the 14th century, the Old Harbor (Oude Haven) is one of the more historic places to visit in Rotterdam and is the city's oldest harbour. This unique area is home to an eclectic mix of old and new. In the Old Harbor, you'll find a small shipyard where historic ships are renovated (part of the Maritime Museum) as well as a group of regal, old ships that are actually moored in the harbour. There are also historic merchant houses, which are some of the oldest surviving buildings in the city. This history is juxtaposed against a lively group of waterfront cafes, modern architecture, and innovations like the first skyscraper in the city. It's a great place to grab a drink or a snack and take in the view.

**Visit the Cube Houses:** Rotterdam's unique Cube Houses are recognized around the world for their striking appearance. Dutch architect Piet Blom designed each cube to be tilted at a 55-degree angle and perched atop a hexagonally shaped base. Plus, they're bright yellow, so they

more than stand out from the nearby buildings. You can visit the Show-Cube – a fully-furnished cube house that serves a museum.

**See the city from the Euromast:** The 185-meter-tall Euromast is Rotterdam’s highest tower. From its rotating elevator that ascends to the top of the building, you can see brilliant 360-degree views of some of the city’s most notable landmarks. The observation platform and restaurant at 96 meters also offer a great view of the city, perhaps paired with a meal or cup of tea. It’s also possible to abseil or zipline down from the tower during the summer if you’re looking for something adventurous to do.

**Walk along the Erasmus Bridge:** The Swan” is the iconic bridge of Rotterdam, connecting the northern and the southern part of the city. It’s lovely to walk across the bridge because of the view. At night it’s especially nice as the bridge lights up and so do the houses and offices around it.

**Get on board the SS Rotterdam:** Rotterdam is home to one of the most unique hotels/museums we’ve encountered—the ss Rotterdam. This ship from the Holland America line was once known as “The Grande Dame” and sailed the oceans for over 40 years until being permanently docked in the port. She opened as a combined hotel and museum in 2010. You can visit the ship for events, to dine, or to take one of the many tours available. Possible stops include the bridge, engine rooms, Captain’s quarters, and the various public spaces of the ship. Staying overnight in one of its 254 hotel rooms (decorated in 1950s motif, of course) is also quite an experience—one of the more unusual things to do in Rotterdam.

**Check out a food hall:** Fenix Food Factory — the most hipster place ever — is housed in an old port warehouse in Katendrecht. Overall, the place has maintained its rustic charm, but it’s also been revamped to look trendy and up-and-coming. Cute little fairy lights and a nice outside space to have a beer and a burger make it the perfect destination for mild summer nights.

**Foodhallen Rotterdam - another must-see food court in Rotterdam:** The Pakhuis Meesteren, where it’s located, used to be a storage place for tea, nuts, and other colonial goods. Foodhallen is a culinary concept where you can come to enjoy food from cuisines from all over the world. Foodhallen is established by entrepreneurs, embraced by locals, enjoyed by visitors from all over the world.

**Visit Delfshaven:** The inner-city harbour of Delfshaven is one of the few areas that survived the bombing of Rotterdam during World War II. Visiting this neighbourhood treats you to old Dutch canal houses and a beautiful yacht marina. You can visit antique stores, beer breweries, small art galleries, and restaurants here! But the most interesting part of this buurt is the history: it was originally Delft’s harbour before becoming a part of Rotterdam in the 19th century. The people who lived there survived by fishing for herring and making the famous Dutch gin Jenever. This neighbourhood is also home to the Pelgrimvaderskerk (Pilgrim Father’s Church), which dates back to 1417. It was originally a Roman Catholic Church, which later turned into a Protestant church in 1574. Also, Delvtshaven was the port from where the Pilgrim Fathers sailed to Southampton in England and then boarded the Mayflower that sailed to the Americas.

**Go and see Het Havenmuseum (The Harbour Museum):** The Havenmuseum is located at Leuvehaven 50 and is right next to the Maritiem Museum. You can see the history of the port

of Rotterdam from 1850 onwards all the way to 1970. It is also possible to walk into most of the ships docked there and discover what they look like from the inside!

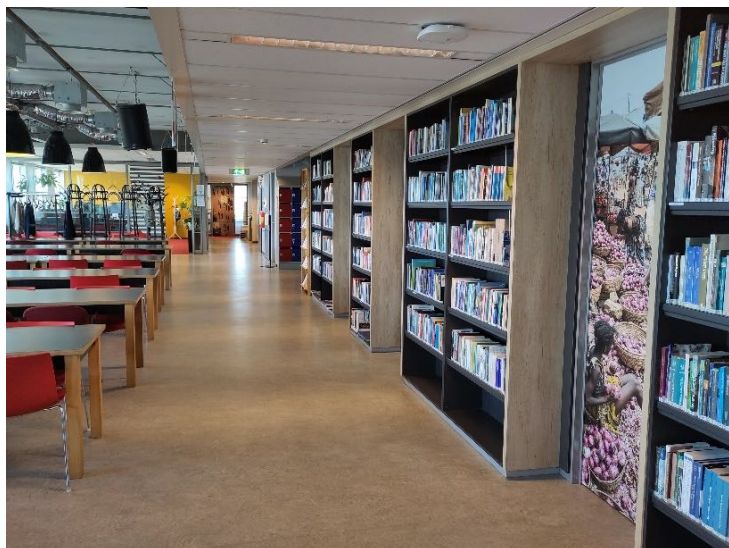
**Relax at Luchtsingel:** If you look at a satellite image of Rotterdam from above, you will be able to spot a weird, bright yellow line running from Rotterdam North to the centre. That's Luchtsingel! The yellow, wooden bridge is right around the corner from the central station, and you walk around the 390m long wooden pedestrian bridge. On it, you will also find the DakAkker – a harvestable roof where vegetables, fruits and herbs are grown; the Roof Hofplein which acts as a small public venue space for events; and the park at Pompenburg where you can relax when the sun is shining.

**Stroll Witte de With Street:** Witte de With Street is one of the cool areas. Filled with cafes, restaurants, art galleries, and shops, there's always something happening on this street adjacent to the Museumpark. Pop into the Bazaar restaurant for some hummus, browse for sleek fashion at Design Studio Armeni, or stop by a thought-provoking exhibit at the Kunstinstituut Melly.

**Purchase a Rotterdam Pass:** Buying the Rotterdam Pass lets you do almost 750 free or discounted things in and around the city. You can go play a game of laser tag or go to one of the many museums at a discounted price, or even grab some pancakes! The best part is that it's valid for a whole year! The year always starts on March 1 until the end of February! You only pay 60 euros for the pass or 12.50 EUR (!) if you're a student. You can get this pass at the central library at Blaak or order it online.

## The University

[Erasmus University Rotterdam](#) (EUR) is a highly ranked, international research university, based in the dynamic and diverse city of Rotterdam. Founded in 1913, it is currently one of the biggest universities of the Netherlands with a student population of 29,000 and a research community of circa 1,400. Scholars and students in seven faculties and two institutions work on global social challenges in the areas of health, wealth, governance and culture.



As part of a large global network of academic partnerships, in strategic alliance with Leiden University and Delft University of Technology and in a unique collaboration with city and port, the dynamic city of Rotterdam serves as our laboratory.

The quality of research at Erasmus University, named after Rotterdam-born humanist and theologian Erasmus, is reflected in its consistent top 100 position in most major universities' rankings. On the lively, modern campus, students, and scholars of more than 100 nationalities are constantly encouraged to develop their talents and meet their ambition.

## The Institute for Housing and Urban Development Studies

IHS was established during the period of Rotterdam's post-WWII reconstruction. As the international arm of the Bouwcentrum, IHS had the task to communicate the knowledge gained, through the development of the city and its housing, to government authorities in developing countries. Sixty years on, times have changed. Worldwide, cities are growing at an explosive rate. Along with considerable expertise IHS has accumulated during the last half-century, the institute has built up an international urban management network enabling IHS to help managers, government officials and policymakers to improve the way cities function across the globe.

The approach of IHS is based on the cross-fertilization of our main three activities: education, advisory services and applied research. IHS staff members spend a substantial amount of time working in the field, and they possess relevant expertise within the context of different countries they have worked in. IHS urban specialists can create strong links between theory and practice by simultaneously being involved in different core activities. This way, they provide support, training and services that are relevant for course participants and clients. Inputs drawn from the advisory and research activities are also reflected in the classroom, where course participants benefit from the lecturers' rich knowledge and professional background.

IHS education, advisory services and research all revolve around 3 main thematic areas:

- [Urban Socio-Spatial Development](#)
- [Urban Sustainability and Climate Change Resilience](#)
- [Urban Economics and Governance](#)

IHS has a team of multi-disciplinary and multi-national staff with expertise varying from municipal finance to participatory planning, action and strategic planning, housing policies and finance and environmental planning and management. Our staff mix the rigor of knowledge transfer with practical expertise acquired through direct involvement in projects and advisory services throughout the world. IHS is occupied with Rotterdam-based activities and overseas work. This provides an excellent opportunity for cross-fertilisation and the development of case studies that can immediately be embedded into course programmes.

IHS is an active member in several international networks and professional discussion groups like the European Network of Housing Research, the Best Practice Network, the EU sponsored URBAL Network, NAERUS etc. IHS is also a knowledge partner of IBSA-HS, a trilateral agreement between India, Brazil and South Africa, to promote South-Cooperation and exchange on several mutually agreed upon areas of interest within the housing sector.

Contact:

Institute for Housing and Urban Development Studies  
Burgemeester Oudlaan 50 Mandeville (T) Building, 14 floor  
3062 PA Rotterdam, The Netherlands  
Phone: +31 10 408 9825  
<https://www.ihs.nl/en>

## Prior to your arrival: Preparing Your Stay at EUR

### Before departure:

- Make a financial plan; ensure you have sufficient funds to support yourself, apply for grants and/or scholarships and ensure you have enough cash (in euros) to cover your expenses for the first couple of days in the Netherlands
- After acceptance to the exchange programme/courses, you'll be requested to upload a picture for your student ID
- After receiving your university login keys (ERNA details), log on to the university systems by using the direct link mentioned in the email about this matter
- Make sure your passport is valid for the time that you'll be staying in the Netherlands and check with the authorities in your home country how many months your passport still needs to be valid for when you return there
- Prepare the necessary documents for your visa and/or residence permit (if applicable), and if you need a visa, obtain it before you travel
- Arrange your healthcare (and other) insurance
- Decide how and when to get to Rotterdam
- Book tickets (if applicable)
- Find out more about public transportation in Rotterdam
- Arrange accommodation in Rotterdam, at least for your first few nights

### Optional:

- Register for the Orientation programmes (for example: Airport service, language courses, Ikea service and registration at the City Hall).
- Join a student association, such as ESN-Rotterdam

### Upon arrival:

#### Essential:

- Check your timetable; know where you have your first classes, and make sure your classes do not overlap.
- Register at City Hall (if you will be living in the Netherlands for more than 4 months).
- Be properly insured (you are by law obliged to be insured in the Netherlands).
- Register yourself at a general practitioner and dentist.
- Get your Student ID card (you will receive this from the exchange coordinator).
- Pick up your residence permit (if applicable, you will receive an email once it is ready).
- Take a tuberculosis check (if applicable).

### **Optional:**

- Open a Dutch bank account (City Hall registration is required if you want to proceed with this step).
- Attend our orientation programmes.
- Buy a bicycle.
- Buy an OV-chipkaart (public transport chip card).
- Buy a mobile phone or Dutch SIM card.
- Become a member of one of the student organisations.
- Buy an Erasmus Sport Pass.

Further information:

International Office: <https://www.eur.nl/en/education/practical-matters/contact/international-office>

### **Entry Regulations (Visa)**

Looking to immigrate to the Netherlands (NL) for your studies? Great choice, it's really nice here.

You may need to make immigration arrangements to travel into our country. What it is you need to do (arrange a visa? a residence permit? nothing?)? How much will it cost and how long does it take? No need to stress, we have all the answers. And by Dutch law, students cannot apply for a study residence permit themselves, so relax. EUR assists admitted students with arranging any immigration formalities, either through your faculty or through our central international office and will reach out to you as soon as your admittance is final.

#### **Visa or Residence Permit?**

In principle, your nationality determines the immigration arrangements you need to take before coming to study at EUR. Remember: you will not have to arrange your immigration on your own. The EUR International Office will reach out to you as soon as your admittance is final to get things started.

If you have an EU/EEA passport you can go to:

<https://www.eur.nl/en/education/practical-matters/immigration/visa-or-residence-permit/eu-students-coming-rotterdam>

If you have a Non-EU/EEA passport you can go to:

<https://www.eur.nl/en/education/practical-matters/immigration/visa-or-residence-permit/non-eu-students-coming-rotterdam>

### **Accommodation**

Students are advised to begin looking for housing at least six months before their stay in Rotterdam begins. There are [reserved accommodation spots](#) for about 25 % of yearly incoming internationals. We suggest students first apply for EUR reserved housing, and if necessary

then try [other accommodation providers](#) such as Housing Anywhere, RoomPlaza, Stadswonen Rotterdam or the private market.

Housing in Rotterdam is difficult to find, but not impossible. Rents in Rotterdam can vary between 500-750 Euros – plus additional costs (electricity, water, gas, municipal tax) that are not always included. We remind you to be cautious when looking for housing from abroad. If you have any doubts concerning your rental agreement, strange fees or the landlord's behaviour please reach out to the central International Office.

In the Netherlands student housing is not arranged by the university and it is a student's own responsibility. Further information can be found on our [Housing for International Students](#) page.

## Welcome and Orientation

At EUR you are welcomed with a variety of [orientation events](#) to help you settle and help you jump start in your new home! You can expect an invitation from your faculty to their orientation programme. There is also the official introduction week of EUR called [Eurekaweek](#). Eurekaweek is filled with social and educational events that are meant to introduce you to new people and places around the university and Rotterdam. Lastly there is also [ESN's Introduction Days](#), Erasmus Student Network (ESN) Rotterdam is the largest international student organisation, aimed to build a strong international community.

Other orientation events include:

- **Airport Welcome Service:** We also have a welcome stand at the airport, welcoming you with open arms and to help you find the best way to your new home.
- **One Stop Shops:** At the One Stop Shops you can do your city hall registration for the city of Rotterdam, but also meet various of your external partners. Such as AON health insurance, International Student Identity Card (ISIC), ESN, Student Wellbeing and the Language and Training Centre.
- **EUR Buddy Programme:** The EUR Buddy Programme aims to help new students set up their own social network from the day they arrive in Rotterdam. Your EUR Buddy will help you to start your (student) life in Rotterdam. You could, for example, get assistance with finding supermarkets, doctors, registration at the city hall and many other practical matters. Your EUR Buddy can also help you on a more social level, introducing you to new people and activities organised all over Rotterdam
- **Bicycle Lessons:** Getting around town by bike is the cheapest, healthiest, greenest, and most Dutch means of transport. However, to most internationals cycling is far from second nature. International Office EUR offers crash-courses cycling to introduce you to the basic cycling techniques and traffic rules. An experienced teacher guides you through the do's and don'ts of cycling during a 1 hour group lesson. The aim is to make you ride away into Rotterdam all by yourself.
- **Ikea Service:** Do you need to get some final things for your room? Then join us on the bus to Ikea! During this 2-hour shopping trip you'll be able to buy some stuff to finish off your new room.

## Enrollment Process & Registration at the City

### Enrollment Process at EUR

You are looking to study at the Erasmus University Rotterdam? Perfect! You will find all relevant information about registration, college tuition fee and more on these pages. Before you apply make sure to check:

- if you meet the admission requirements
- if the deadline for admission has not passed.

Contact information and information on the deadlines for admission is available [on this website](#). Would you like to enrol for a post experience master programme? Please follow the instructions of the post experience master programme in that case.

1. **Apply via Studielink:** Use Studielink to apply for a master programme with a Dutch previous education. You need to follow these steps:

- Visit StudielinkOpens external and log in. If you officially live in the Netherlands (you are registered in a Dutch municipality) you are required to use DigiD to log in to Studielink. If you do not, or do not yet, live in the Netherlands, then you cannot use DigiD and you are required to log in with a Studielink username and password. Step by step plansOpens external are available on the Studielink website.
- Using Studielink for the first time and you have no DigiD? Studielink will ask you to upload a scanned copy of your passport or ID-card for verification of your personal details. See Studielink for more information on this procedure: Verification personal details & StudielinkOpens external. Did you use Studielink before? Please check your personal details and change your mail address in case this is necessary. The Studielink Q&AOpens external offers instructions on how to change this.
- Fill out your previous education. You only need to fill out the previous education(s) that provide entry to the study programme you wish to take.
- After you have filled out your personal details and previous education, submit an enrollment application via Studielink. Here you state which study programme you wish to take (choose master programmes). After we have received your application via Studielink, you will receive an email from Erasmus University mentioning your student number within two working days. Please note: In case you do NOT receive any emails from EUR after submitting your application, please check your spam box before you contact us.

### 2. ERNA & Photo Upload

- After we have received your enrollment application via Studielink, you will receive a message from Erasmus University via the email address you have filled out in Studielink with your ERNA login details. This will give you access to the systems of the EUR.
- You will also receive an email with a personal link and instructions on how to upload your picture for your student card.



- If you did not receive these emails, please contact us. Are you a former student of EUR? In that case we will not send you these emails.

### 3. Admission

- The study programme decides on your admission. Make sure to follow the admission and application procedure of each study programme you apply for.

### 4. Payment of tuition fees

- After the decision about your admission has been processed, you will receive an email via Studielink as of June about your tuition. Pay by digital authorization via studielink in case you have a bank account from a country in the SEPA area. Which countries are in the SEPA area can be found here [Opens external](#). Follow the instruction [Opens external](#) available on the Studielink website.

### 5. Check the status of your enrollment application regularly

- You are NOT enrolled in case your status in Studielink has not changed from 'Application Submitted' to "Enrolled"

### 6. Student card and statement of registration

- You are enrolled once your status in Studielink is changed from 'Application submitted' to 'Enrolled'. After your status has changed into 'Enrolled' you will have access to your digital student card and statement of registration in Osiris Student.

**Procedural rules for enrollment at EUR:** <https://www.eur.nl/en/education/practical-matters/advice-counselling/legal-position/regulations>

### Registration at the City of Rotterdam

If you will be living in the Netherlands for **more than four months**, you are obliged to register at the City Hall in the town in which you are living. Check if the following two points apply to you:

- Check if your room is a sublet: If your room is a sublet, there is a considerable chance that you may not use the address to register at City Hall. A formal declaration from the main occupant and a tenancy agreement signed by the landlord, to prove that you are allowed to register at the address, are required!
- Check if you need to pick up your Dutch residence permit: Non-EU/EEA students must ensure to pick up their Dutch residence permit at the IND front office in the Conradstraat prior to the appointment! It is only possible to collect your residence permit after you receive a message from International Office EUR that your permit is ready. We advise you to wait with scheduling an appointment for registration at City Hall until you receive the residence permit pick-up notification.

### Registration on Campus at One Stop Shop:

At the start of every semester, we provide our international students the opportunity to register at the City Hall during the One Stop Shops on campus. That way, you can arrange all practical

matters in one go and don't have to visit the City Hall in the city centre. This applies only for students that want to register at the City Hall of Rotterdam.

Note that there are two situations in which you have to visit City Hall and cannot be registered on campus. This is when:

- You live in Rotterdam, but within a postal zone that requires a permit of residence, also known as HVV. If you want to know whether you live in a street or neighbourhood that requires additional documents for registration, do the postal code check. Moreover, note that since March 2019 a municipal law authorises the municipality to request a police clearance if you wish to rent in certain streets. To receive clearance, you don't need anything in advance. The police will conduct a screening when you register with HVV at the City Hall. However, check the additional requirements for registering with HVV.
- You live in a municipality other than Rotterdam, for example Schiedam or Capelle. This is what you should know about registering in Capelle and Schiedam.

### **BSN-number & Studielink**

After registration, you will receive a letter from City Hall with your BSN-number within four weeks. This letter will be sent to your Dutch address by postal mail. After registration, you must also change your postal address in Studielink. Your home address in Studielink will automatically be updated after your registration at City Hall. Exchange students should notify their contact person at the faculty about their change in address.

## **Campus Services & Student Life**

### **Campus Services at EUR**

Erasmus University Rotterdam has campuses on four locations, three of which are in Rotterdam and one in The Hague. On the campuses we study, work, sport, eat and drink. On campus Woudestein there are also several complexes where students live. EUR strives for an accessible campus and buildings for all students, staff and visitors.

#### **1. Different locations:**

- Campus Woudestein: The hub of Erasmus University Rotterdam is our Woudestein campus, which is a 15-minute bike ride or 20-minute tram ride away from the city centre. <https://www.eur.nl/en/campus/locations/campus-woudestein>
- Erasmus MC is an academic hospital and the medical faculty of Erasmus University Rotterdam. <https://www.eur.nl/en/campus/locations/erasmus-mc>
- Erasmus University College (EUC): In the city centre of Rotterdam, nestled between the market area, the charming Pannekoekstraat, the dazzlingly beautiful Markthal and the bustling shopping area the Meent, sits a dignified city monument on the Nieuwemarkt square, housing EUC. <https://www.eur.nl/en/campus/locations/erasmus-university-college>

- International Institute of Social Studies (ISS): Situated in The Hague, ISS is an international graduate school of policy-oriented critical social science. It brings together students and teachers from the Global South and the North in a European environment. <https://www.eur.nl/en/campus/locations/international-institute-social-studies>
  - ECE campus: The Erasmus Centre for Entrepreneurship (ECE) is the leading centre for entrepreneurship in Europe. ECE develops and executes entrepreneurship courses on Bachelor, Master and MBA level for multiple universities throughout the Netherlands and thereby awakens entrepreneurial talent at 10.000 students every year. The ECE campus is situated in Rotterdam. <https://www.eur.nl/en/campus/locations/ece-campus>
2. **EUR Library:** On campus Woudestein you can find the EUR Library. A place where students and staff can study, work and read. <https://www.eur.nl/en/library>
  3. **Studying at EUR:** At Campus Woudestein there are several study spaces available for EUR students. The places to study can be found in the Polak Building, Sanders Building and the University Library. <https://www.eur.nl/en/campus/locations/campus-woudestein/study-spaces>
  4. **Food, drinks, shops and services:** The Erasmus University Rotterdam is a university with international appeal and a vibrant campus. Of course, that's reflected by its food and beverage facilities. Whether it's an exotic meal you're after, a working lunch or a quick bite to eat, Woudestein campus has got it all. In between lectures or during a working day, you can even get your daily groceries here! The campus houses a range of shops and businesses.
  5. **Visit our campus online with the Virtual Experience:** [https://experience.eur.nl/on-campus?utm\\_source=USC&utm\\_medium=website&utm\\_campaign=Experience#introduction](https://experience.eur.nl/on-campus?utm_source=USC&utm_medium=website&utm_campaign=Experience#introduction)

## Student Life at EUR

Rotterdam is the second largest city and municipality in the Netherlands. It is in the province of South Holland, at the mouth of the Nieuwe Maas channel leading into the Rhine–Meuse–Scheldt delta at the North Sea. Its history goes back to 1270, when a dam was constructed in the Rotte. A little over 31.000 students are currently studying at EUR. The most students at Erasmus University Rotterdam studied at the Erasmus School of Economics or the Rotterdam School of Management. On Woudestein Campus, in the Erasmus MC, at Erasmus University College and at the International Institute for Social Studies, you will see students from all over the world. Many of our students come from Europe, but we also see many Asian students choosing Erasmus University Rotterdam.

## Language Courses

The Language & Training Centre (LTC) is the centre of expertise and partner for language testing, language training and (oral and written) communication skills training. The LTC is part of EUR Education & Student Affairs. Their team currently consists of four dedicated permanent employees, supported by a group of some 50 excellent and highly experienced freelance teachers and trainers.

More information: <https://www.eur.nl/en/education/language-training-centre/about-us>

### **Arts and Culture at EUR**

Studium Generale is part of EUR and organises scientific, social, and cultural programmes throughout the year. The programme consists of lectures, debates, a monthly talk show, a monthly Open Stage Night, movie nights, cultural and scientific events and a wide range of workshops, courses and performances.

More information: <https://www.eur.nl/en/campus/art-culture/studium-generale>

### **Erasmus Sport**

Students and employees of EUR can practice sports and fitness at Erasmus Sport. Erasmus Sport offers an extensive sports programme all through the academic year, under the leadership of enthusiastic instructors and trainers. They supervise the individual sportspeople or train the teams of the sports clubs affiliated with Erasmus Sport.

More information: <https://www.eur.nl/en/campus/locations/campus-woudestein/sport>

### **More Student life**

When you move to Rotterdam there are certain things you want to know as a new student. Find out everything you want to know about student life:

- **Eurekaweek:** The Eurekaweek is the official introduction week of the Erasmus University Rotterdam (EUR). The Eurekaweek 2022 will take place from 15 until 18 August 2022. More information: <https://www.eur.nl/en/education/study-rotterdam/eurekaweek>
- **Student Wellbeing Platform:** The EUR Student Wellbeing programme aims to help students grow and thrive during their life here at the university. We are proud of our students' diversity and want to support and challenge every student to fully develop talents and personal growth. Check out what we have to offer, from workshops, events, and courses, to empathetic ears and personalised professional help. More information: <https://www.eur.nl/en/education/study-rotterdam/student-wellbeing>
- **Student Organisations:** Student organisations are an important part of the student life. They organise a lot of activities in which you can partake. It is an easy way to meet new people. More than often friendships for life are formed. More information: <https://www.eur.nl/en/education/study-rotterdam/student-life/student-organisations>
- **Going out in Rotterdam:** this city is very vibrant and has a wide variety of different bars, clubs and cafes. There is a place to hang out for everyone!

### **General Counselling Offers at EUR:**

- **Student counselling:** <https://www.eur.nl/en/education/practical-matters/advice-counselling/student-counsellors>
- **Confidential counsellor:** <https://www.eur.nl/en/education/practical-matters/advice-counselling/confidential-counsellor>

- Student psychologist: <https://www.eur.nl/en/education/practical-matters/advice-counselling/student-psychologists>

#### **Other useful links:**

- EUR Student Charter: <https://www.eur.nl/en/education/practical-matters/advice-counselling/legal-position/students-charter>
- EUR Code of Integrity: <https://www.eur.nl/en/media/2021-12-code-integrity-eur>

### **Student Card & Transportation**

#### **Student Card**

Since June 1, 2020 you will no longer receive a physical student card but you will use a [Digital Student ID Card](#). This card is valid if you have a completed enrollment at Erasmus University. The digital student card is a complete replacement of the former plastic card and offers the exact same functionalities. The digital student card also serves as official ID on campus, and it is therefore mandatory to upload your passport photo when you first register at EUR.

Please note: You cannot use your digital student card as proof of identity for an exam. You can use your passport, identity card, residence permit or driver's license for this.

If for any reason you still need a plastic card, you can order a card. The card costs 5 Euros. The processing of your order can take up to 10 working days. The card will be sent to the correspondence address known to us, i.e., the address you entered in Studielink. If that address is abroad, the card will not be sent by post, but you can pick it up at the ESSC. In that case you will be notified when the card is ready.

Check your address details in Osiris Student to make sure that EUR has your current address and adjust it in Studielink if necessary.

PLEASE NOTE: Cards are only issued for the current academic year. The card cannot be printed if your registration is not completed. Even if there is a completed registration, but no passport photo, the card cannot be printed. So, check the status of your registration carefully in Osiris Student before placing your order!

What can you do with your student ID card?

- Your digital student card is your library card at the university library.
- If you want to use a study place, you must show your digital student card.
- You can be asked for your digital student card when you enter lectures.

#### **Services for Students with Special Needs**

EUR believes that it is important that all students can make the best use of their talents. Team Studying with a Functional Impairment (Team SMF) devotes themselves to achieving this ambition and are committed to supporting students with a functional impairment. On this page you can find more information on the functional impairments we are familiar with:

<https://www.eur.nl/en/education/practical-matters/advice-counselling/studying-functional-impairment>

## Health Insurance & Medical Services

### Health Insurance

According to Dutch federal law, **every student in the Netherlands must have a valid health insurance**. We recommend EU and non-EU students to take out an additional insurance (as a supplement of their EHIC or other insurance from their home country). We have made a special deal with Aon Insurance for international students who travel to and stay in The Netherlands. More information can be found here: <https://www.eur.nl/en/education/study-rotterdam/living-here/insurance>

### Doctors

For medical assistance, the usual practice in the Netherlands is for a patient to have an initial consultation with a general practitioner (Dutch: huisarts), before making an appointment with a specialist in hospital.

We strongly encourage students to register at a GP as soon as possible. Medical help without referral can lead to unforeseen, high costs and waiting times. Check the website of the [Erasmus Medical Center](#) to find out which GP you can register at, and learn more about the Dutch referral system.

### Pharmacies

Most medications are only available on prescription. You will be given the prescription by your general practitioner and can collect your medication(s) at a pharmacy (Dutch: apotheek).

Chemists (Dutch: drogist) sell medications that do not require a prescription, such as aspirin and cough medicine. There is always a pharmacy open, even in the weekend. Every pharmacy posts a notice in its window showing which pharmacy is open in the evenings and weekends.

### Emergency Numbers

In case of emergency, you can call the following number (24/7 availability):

- Police: 112
- Ambulance or Fire Fighters: 112
- Emergency Service at EUR: 0031 10 408 1100
- No urgent Emergency Service at EUR: 0031 10 408 1035

## Financing Your Studies & Finding a Job After Graduation

### Financing Your Studies

Securing your financial resources to cover your costs of living while studying at EUR is certainly important for the successful completion of RePIC.

Apart from using your savings or a sponsor's support, there are other ways to finance your studies in Rotterdam. Obtaining a scholarship or grant is not easy and requires some effort, but that doesn't mean you shouldn't try! We have listed out all scholarships and grants our students use most.

- [Scholarships for EUR students](#)
- [Scholarships for students coming to EUR](#)
- [Other options](#) for financial aid

### Finding a Job in Rotterdam and around after Graduation

[The Career Advisors](#) of Erasmus University Rotterdam are happy to help you with all your questions regarding your preparation for the labour market.

You can contact the Career Advisors with the following questions:

- If you want to have an international career
- If you are considering starting your own business
- If you want help with choosing a master programme
- If you want some tips and advice on your cv and LinkedIn page.

You can also contact the Career Advisors if you want to discover your interests and qualities:

- Find out what you are good at, and which industry suits you best;
- Investigate which type of job matches your energy level (for example if you have a functional impairment).

## 6.4 Studying at KU in Istanbul, Turkey



### The Town and its Region

[Istanbul](#) is in north-western Turkey in the Marmara Region. It is the largest metropolitan in Turkey with the largest population (approx. 16 million) and 39 districts. The city is divided into two sides, the European side in the West and the Asian/Anatolian side in the East. The watercourse that divides the city is the Bosphorus. As a seaport, it is both the closest Asian city to Europe and the European city to Asia. Istanbul has been one of the most important cities in world history and continues to be today. [Istanbul Metropolitan Municipality \(IMM\)](#) provides a detailed overview of the city's history, arts & culture, population, security, and current events on their Instagram account ([municipalityist](#)). The website of [IMM's Tourism Directorate](#) is a good starting point to familiarise yourself with this magical place.

Koç University is located in mid-Northwestern Istanbul, in the Sarıyer district on the European Side. The university looks over the Black Sea in the north and the Marmara in the southeast. Visit [KU's contact webpage](#) for a closer look at the university location, transportation options, and address info. You can also explore the [main campus \(Rumelifeneri\)](#) and the [Sarıyer District](#) through vocalised presentations created by KU's International Community Services Office on their [website](#).

As a cosmopolite metropolis, Istanbul is a hub for numerous activities and perspectives due to its charming atmosphere. From museums to religious places, shopping malls to parks, palaces to beaches, the city offers countless options.

Istanbul hosts more than 80 museums ranging from archaeological, history museums to modern and fine art museums, 311 parks, 81 beaches, and 147 shopping malls. One can explore the Prince's Islands and enjoy the sunset in the Bosphorus on the way back to the center. The city also hosts a wide range of festivals, concerts, and fairs. In other words, there is always something to delight in Istanbul.



The [Tourism Directorate of Istanbul Metropolitan Municipality \(IMM\)](#) is a great resource to learn more about alternatives.

## The University

Koç University (KU) was founded in 1993 as a non-profit private university in Istanbul, Turkey. Since its establishment, KU has become one of the leading universities in Turkey, distinguished by notable contributions to the elevation of education, knowledge and service both domestically and beyond.

The principle mission of KU is to cultivate Turkey’s most competent graduates, well-rounded adults who are internationally qualified; who can think creatively, independently and objectively; and who are confident leaders. Concurrently, research conducted at KU contributes to scientific development on an international scale and bolsters technological, economic, and social development. Koç University consistently strives to advance knowledge through its efforts and to serve Turkey and humanity as a model of institutional excellence.

As a “Center of Excellence”, KU facilitates the coming together of young students who possess superior skills with esteemed faculty members who possess superior knowledge and experience. Through Koç University’s liberal-arts-inspired pedagogy and a plethora of extra-curricular enrichment opportunities, students acquire the intellectual courage to inquire and question while developing the character necessary to serve as custodians of democratic values and freedom. Guided by the highest standards of academic and interpersonal development, the institution collectively imparts the critical thinking necessary to analyse knowledge, the creativity to nurture and surpass this knowledge and the curiosity for lifelong learning.

From its curricular programs to the architectural design of its buildings, Koç University’s student-oriented approach engenders a uniquely nurturing, yet competitive, environment. KU graduates become leaders in their professions and, true to Mustafa Kemal Atatürk’s principles, contribute to the betterment of society. Combining traditional academic paradigms with innovative programming and successfully attracting top-tier students, faculty members and research programs, KU aims to “raise the bar” for higher education in Turkey.

You can discover KU online as well, at any time, from anywhere. There are multiple videos and virtual tours available on an around the campus.



## The Graduate School of Social Sciences and Humanities (GSSSH)

The [Graduate School of Social Sciences and Humanities \(GSSSH\)](#) was established in 2003 by integrating academic fields in the humanities and social sciences. Celebrating its 18th year, GSSSH currently has an alumni population exceeding 550 and a current student population over 400 graduates and 33 thesis and non-thesis programs embracing a wide range of disciplines including Law, Economics, International Relations and Political Science, Design and Technology, History, Archeology, History of Arts, Sociology, Philosophy and Psychology. The mission of GSSSH is “To develop leaders to contribute to science and practice in fields of social sciences by providing competencies and skills necessary to conduct high-quality research that has the potential to contribute to universal knowledge as well as social policies in Turkey”. We are proud of our students embracing this mission by keeping the bar ever so high for themselves. Supporting the career development of our students is our primary responsibility. We provide financial support for professional training outside KU, invite world-renown distinguished scholars for seminars and workshops, and encourage exposure to international scholarly communities through exchange programs, conferences, or research trips.”

### Prior to your arrival: Preparing Your Stay at KU

Before arriving in Istanbul, the international students are required to take care of several essential steps. The [International Student Recruitment Directorate \(ISRD\)](#) and the [International Community Services Office \(ICO\)](#) are their core point of contact.

The ICO reaches the international students through an informative email regarding their entries to Turkey to guide them on the visa acquisition process. Not only on the visa matter, but the office also delivers all the necessary information an international student needs by providing the appropriate resources.

International students who want to stay in a university dorm unit make their applications before their arrival under the guidance of ISRD and the Housing Directorate.

Those students are fully responsible for their visa and accommodation applications. More information can be found on the ICO’s website and its [Newcomers’ Guide](#).

### Entry Regulations (Visa)

Those students with Turkish citizenship or Blue Card are not required to seek a visa or residence permit to Turkey. Entry with a valid passport is recommended, yet valid Turkish IDs are also accepted.

Depending on nationality and bilateral agreements, there are multiple entry options available for Turkey. These are:

- Consular visa
- e-Visa
- Visa on arrival
- Passport/ National ID

International students are recommended to start the visa process two months before arrival to be on the safe side.

If the applicant can obtain a tourist visa or use their passport/national ID to enter Turkey as a tourist, they can do so. It will allow them to travel outside Turkey while waiting on their residence permit. However, it is very important to mention that since each incoming international student is required to apply for a residence permit in Turkey, they **must travel with a passport** that is valid at least 60 days longer than the duration of the study period. The Migration Directorate does not accept any other travel document for residence permit applications.

Those visas obtained from a consulate/ embassy are usually granted as a single entry. Students in this category must keep this in mind. Turkish visa regulations to each country can be checked on the website of the [Ministry of Foreign Affairs](#).

### **Accommodation**

Many KU students choose to live on campus and a lot of them stay on campus until they graduate. Dormitories are located on the University's main Campus (Rumelifeneri) and West Campus. Students on both campuses have access to facilities and services such as swimming pools, sports center, game rooms, dance hall, billiard table, hairdresser, post-office, supermarket, food halls and parking garage. On-campus accommodation is guaranteed\* for every exchange student who applies for it and pays the fee on time. Undergraduate and graduate exchange students are assigned to triple bedrooms on West Campus. Students can also choose to stay off-campus, but they need to make necessary arrangements themselves.

<https://dorms.ku.edu.tr/en/>

### **Welcome and Orientation**

Orientation week for new exchange students at KU is intended to welcome them to the university and give them all of the essential information needed to make the most out of their time during their studies. They also have the chance to meet their mentors and other exchange students during the week. There are several social events running throughout the week to help them settle into life at KU and have an enjoyable experience as much as possible. Orientation starts one week before the classes begin. During orientation, there will be a campus tour and other activities that will familiarise students with the Koç community. Administrative processes, such as course registration will also take place during orientation.

### **Enrollment Process & Registration at the City**

#### **Enrollment Process at KU**

Documents needed for Registering to Master, LL.M and Ph.D. Programmes:

- University Diploma (please kindly bring the original diploma(s) from your Undergraduate, Masters and Ph.D. studies. Once we make copies, we will give you back your diplomas)

- Transcripts (from all the Universities you have previously attended)
- Copy of Passport or Turkish National ID
- 2 Bio-metric Photographs (3×2 cm) with white background. Your name should be printed on the backside of each photo. (KU ID can only be issued with photos that have a white background)
- GRE Score/ ALES scores reports (not required for LL.M. w/Thesis International students)
- TOEFL, YÖKDİL or YDS scores (If you are a native speaker of English, please ignore this requirement. IELTS is no longer accepted)
- Tuition Payment Receipt (for tuition-paying students)

### **Registration at the City of Istanbul**

Degree-seeking and exchange students who will study at KU for two semesters are obliged to register their addresses in a District Civil Registry Office by law. However, exchange students who will study at KU for a semester are exempt from this regulation.

The address registration can only be made after receiving the residence permit card. Instructions can be found on the [ICO's website](#).

### **Residence Permit Acquisition**

International students enrolled in an academic programme in Turkey for 3 months or longer are obliged to acquire a residence permit as per Foreigners' Protection and Immigration Laws. To do so, the student must be registered at KU and present in Turkey.

The online residence permit application must be done **before** the expiration date of a visa (regular or electronic) or permission to stay without a visa period. Applicants must enter Turkey with a **passport** to be able to apply for a residence permit. Those who entered Turkey with national IDs can not apply for a residence permit.

The International Community Services Office assists students on their residence permit applications during the orientation week. It should be noted that requesting and collecting Student Enrollment Certificates as a requirement for a residence permit application is entirely students' responsibility. Instructions on this process can be found [here](#). It may take up to 2 months for a student to receive their permit card. After receiving the card, they can open a bank account and register their addresses at the related Civil Registry Office.

## **Campus Services & Student Life**

### **Campus Services at KU**

Koç University's main campus consists of sixty buildings: academic colleges, administrative offices, laboratories, library, social and sports facilities, health center, student dormitories and faculty residences. University's dormitories have a capacity of 2,689 students. The classrooms and laboratories are equipped with the latest technological infrastructure and support systems.

On-campus conveniences include a grocery store, hairdresser, full-service bank, dry cleaners, cafeterias, and other dining options.

As a university focused on creating well rounded, confident and competent human beings both in and out of the classroom, Koç University places tremendous value on providing plenty of extra-curricular activities for its students, dedicates the necessary resources to ensure that these opportunities satisfy and enrich the Koç University experience: Swimming Pools; Ice-Skating Rink; Dining Services; Shuttles; Sport Facilities; Sevgi Gönül Cultural Center (SGKM); Suna Kıraç Library; Events and Announcements; Campus Safety; Dormitories; ID Card Services; Campus Facilities and Working Hours. Students can benefit from KURES (Koç University Guidance and Psychological Services Center), KOLT (Koç University Office of Learning and Teaching), Career Development Center offices.

KOLT offers several services for students, teaching assistants and faculty members to promote effective learning. Some of the services for students include academic tutoring, workshops and conversation circles. KURES accompanies students in their process of coming to know and realizing themselves and supporting their personal development. It aims at helping students acquire the knowledge and skills that will help them cope with the academic, social and personal problems they face throughout this process. The Registrar's and Student Affairs Directorate is where all academic procedures concerning students take place, records are kept, documents are safeguarded, prepared and distributed. To order documents from the Registrar's and Student Affairs Directorate, students can visit in person, phone or send an e-mail.

Relevant Links:

- Sevgi Gönül Cultural Center: <https://sgkm.ku.edu.tr/en/>
- Sports Facilities: [https://mezun.ku.edu.tr/en/sports-facilities/ -::~:~:text=Our outdoor and indoor tennis,graduates who want to benefit.](https://mezun.ku.edu.tr/en/sports-facilities/-::~:~:text=Our outdoor and indoor tennis,graduates who want to benefit.)
- Suna Kıraç Library: <https://library.ku.edu.tr/en/>
- KURES (Koç University Guidance and Psychological Services Center): <https://studentguide.ku.edu.tr/en/>
- KOLT (Koç University Office of Learning and Teaching): <https://kolt.ku.edu.tr/>
- Career Development Center: <https://career.ku.edu.tr/en/>
- Registrar's and Student Affairs Directorate: <https://registrar.ku.edu.tr/en/>

### **Student Life at KU**

Located on the hills of Sarıyer, İstanbul, KU is twenty minutes away from the Black Sea beaches, surrounded by charming villages and natural landscapes, and connected to the city center through many convenient transportation options. Koç University has seven other campus locations: West Campus, İstinye Campus, ANAMED (Research Center for Anatolian Civilizations), VEKAM (Vehbi Koç and Ankara Research Center), Health and Sciences Campus, KWorks (Entrepreneurship Research Center), AKMED (Suna & İnan Kıraç Research Center for Mediterranean Civilizations). Koç University's main campus consists of academic

colleges, administrative offices, laboratories, library, social and sports facilities, health center, student dormitories and faculty residences. The classrooms and laboratories are equipped with the latest technological infrastructure and support systems.

Besides its active student life ([Student Clubs](#), [Sports Center](#), [Art Events](#)) and student support ([KU Office of Learning and Teaching, KOLT](#)), [Academic and Life Skills \(ALIS\)](#), [KURES-Counselling Service](#), [Career Development Center](#), [Office of International Programs, OIP](#)), KU also provides several **Conversation Circles (CCs) in different languages** for its community at no cost. The main office organizing CCs for students is KOLT. Depending on the volunteer student availability, the office usually offers CCs in English, German, Spanish, Italian. The second biggest language practicing platform at KU is ICO's [Online Turkish Practice Hours \(TPH\)](#). Compared to KOLT, TPH welcomes all KU international community and their family members regardless of their status (academic, administrative staff, researcher, intern). TPH helps those KU members who are learning Turkish and want to practice their Turkish conversational skills meet native speakers.

More information about KU language learning and practicing resources:

<https://ico.ku.edu.tr/get-involved/learn-practice-turkish/>

## **Student Card & Transportation**

### **Student Card**

Students will receive their KU ID card during the orientation week that will allow them to enter campus, borrow books from the library, and access other student services.

### **Transportation**

Istanbul has one of the best public transportation networks in the world. There are several options to reach any location for 24 hours. A taxi is also a convenient option compared to large metropolitans in the world and other cities in Turkey.

To ride all modes of public transportation (except dolmuş/ minibus which accepts only cash), students will need an İstanbulkart - refill transportation card. İstanbulkart can be purchased at the airport from İstanbulkart machines (BILETMATIK) and be used in both public transportation and airport shuttles (HAVAİST). The cost of the card is 13 TRY for 2022. Students can load around 50-60 TRY into the card.

Discounted student transportation card is available for students in Istanbul. International students can obtain discounted İstanbulkarts either online or in person. Instructions for discounted İstanbulkart and transportation means to/from KU Campuses can be found on the [International Community Services Office's website](#).

## **Services for Students with Special Needs**

### **I. Diversity, Inclusion and Disabled Student Unit**

Diversity, inclusion and disabled student unit is one of the important units as a part of the dean of students in Koç University. Diversity, inclusion, and disabled student unit enables

every student who has differences such as religion, gender, language, disability, and cultural characteristics to participate in equal university life within KU. This unit is responsible for receiving, reporting, monitoring student applications regarding unequal or discriminatory practices, attitudes, and situations. In addition, the unit provides coordination with all other units in the University for the development of solutions for unequal or discriminatory practices and situations that students may encounter during education.

The unit also provides the necessary information about the objectives of the Office of diversity, inclusion, and coordination of disabled students to the faculty and administrative Staff

Equality in access to academic programs,

- Priority in housing needs,
- Equality in getting into university life,
- Providing awareness about disability within the University.

## **2. Services for Visually Impaired Students**

- On the campus, guidance lines were provided to facilitate transportation.
- Elevators in the buildings are within the voice guidance system.
- Support for the JAWS programme that plays “Word” format texts.
- The course materials, the books and other documents needed by the students are scanned and converted into a ‘word’ format, which can be played by JAWS programme, through ABBY FINEREADER.
- In case our visually impaired students need a Braille document, we have a “Braille printer.
- A scanning archive of “Word” books is in formation process for our students.
- An archive of “audiobooks”, which are performed by Koç University students and employees, is composed for our students with their book choices.
- There are around 200 audiobooks in English in our library.
- Peer support is provided to take notes in the courses.
- At the beginning of each semester, the instructions about our visually impaired students are sent to their instructors, explaining the issues they need to pay attention to.
- At the beginning of each semester and through the semester, our unit organises meetings with the instructors of our visually impaired students, their needs are identified, and solutions are produced in line with these needs.
- With request before the exam date, the exam will be held in a separate class and assistant support will be provided for the student.
- Individual interviews are conducted with students during registration. A suitable room is allocated to meet the demands and needs of the students.

- Training and workshops are provided to ensure equality in getting involved in university life.
- Support is provided for career planning.
- Guidance students are assigned to approach students and to encourage their socialization.

### **3. Services for Students with Physical Disabilities**

- Environmental arrangements are made according to the needs of students with physical disabilities.
- For our wheelchair users, ramps are made suitably for wheelchair users to the points deemed necessary, such as dormitory entrances, pavement start, and endpoints.
- Courses and exams are held in accessible classrooms.
- The doors on the campus, which are used by students intensively, have been installed automatic opening and closing systems.
- The wheelchair lift is now available.
- At the beginning of each semester, the instructions about our physically disabled students are sent to their instructors, explaining the issues they need to pay attention to.
- Our elevators within the campus are wheelchair accessible.
- Rooms are allocated in dormitory buildings that are closest to the University square and thought to be the most convenient for entry and exit.
- Students are encouraged to make arrangements for their needs in their room.
- Training and workshops are provided to ensure equality in getting involved in university life.
- Support is provided for career planning.
- Guidance students are assigned to approach students and to encourage their socialization.

### **4. Services for Hearing Impaired Students**

- Students with hearing impairments can receive audio recordings in the courses with the permission of the relevant faculty member.
- The sound recordings are decoded by our unit; and turned into text that the student can read.
- With the permission of the relevant faculty member, it is ensured that materials related to the subjects to be covered during the course are delivered in advance.
- Support is provided for career planning.
- At the beginning of each semester, the instruction about our hearing-impaired students is sent to their instructors, explaining the issues they need to pay attention to.



## Health Insurance & Medical Services

Students are required to have health insurance that is valid in Turkey and covers the complete duration of the specific academic programme or research. Students must share a copy of the insurance policy in English or Turkish (if obtained in Turkey) with the programme advisor or department upon arrival.

Health insurance is not only for the students' own safety, but it is a legal obligation for them to stay in Turkey. Those students who fail to do so are de-registered from their programs.

Before arrival, students may obtain health insurance from any insurance company that has an office in Turkey and offers service/coverage in Turkey. If they cannot, they can also obtain private health insurance upon their arrival. In that case, a [Tax ID Number](#) is needed. The ICO's first recommendation for those who want to purchase health insurance in Turkey is the bank on the main campus. There, they can obtain Allianz insurance, which covers pandemics. The ICO recommends students make sure that their policy includes pandemic coverage as well and has the minimum requirements for the residence permit application.

Based on eligibility, some European students may have **Home Country Social Security** with their bilateral agreement with Turkey. In that case, they may simply get approval from the Turkish Social Security Office after their arrival and use it when necessary.

More information on medical services and health insurance recommendations can be found on the [ICO's website](#).

## Financing Your Studies & Finding a Job after Graduation

### Financing Your Studies

Information about the costs of living in Istanbul, studying at KU and scholarship opportunities for international students are provided by the [Student Recruitment Directorate](#).

### Finding a Job in Istanbul and around after Graduation

KU Career Development Center (CDC) services are open to all RePIC students. The main aims of CDC are

- To provide students the support to identify and decide on career options that are matching with their interests, skills, abilities, needs and values
- To equip students with career-related knowledge and skills on their journey, and preparing them for their chosen career paths
- To increase their employability potentials in local and globally renowned employers
- To support them while building a foundation for high-satisfaction careers.

RePIC students can request career advising appointments from CDC. Career advisors are all fluent in English and experienced to walk students through their job and internship search. CDC also offers assessments that can help students know themselves and gain clarity on their career interests. Career advising appointment categories include:

- Personality/Interest Inventories
- General Career Advising
- Review of Curriculum Vitae, Cover Letter and Statement of Purpose
- Interview Preparation

[Kucareerlink](#) is a special service provided by CDC, where students can get appointments from career advisors, upload CV/Statement of Purpose, view and apply for the published job and internship announcements, follow national/international school/competition/scholarship announcements and access to all sources open to Koc University students and alumni. To make this platform more internationally friendly, CDC has added a filter for job/internship options to indicate if the local employers are willing to hire an international student. CDC also regularly checks with the International Admission Office to learn if international students are able to find their internships through this platform.

There are local legal regulations regarding international students' internships and job placements. International Community Services Office manages the related processes.

If the internship is a requirement of the academic programme, KU Human Resources Department sign up the student for Social Security in Turkey and pay for the premiums for the duration of the internship. If the internship is not a requirement of the academic programme, the employer must apply for a work permit on behalf of the intern through the Turkish Ministry of Labor and obtain a work permit prior to the start of the internship.

For job placements, an employer must sponsor and manage the entire work permit process with the Ministry of Labor. If the students have a valid residence permit with a length of a minimum of 6 months into the past or in total with the remaining amount of time, students' applications can be done within Turkey. Otherwise, students must apply to a Turkish Mission abroad and wait for the approval.

CDC organises many career events throughout the year to support the professional development of students and help them meet with potential employers. These events are organised in various categories including information sessions, professional development seminars, virtual career fairs, mock interview days, and so forth. These events are organised both in Turkish and English depending on the employer's preferences.

CDC also designed an annual event called 101 for My Career Abroad, which is exclusively created to meet international students' needs. The event includes practical information on how to search for jobs & internships in Turkey as well as inspirational talks and networking sessions with professionals and international alumni. Check out last two years' events [here](#).

Important links:

CDC Website: <https://career.ku.edu.tr/en/>

Kucareerlink: <https://koc-csm.symplicity.com/students/app/jobs/discover>

## 6.5 Studying at ULiège in Liège, Belgium



### The Town and its Region

Liège is located in the French-speaking part of the country, of which it is the most significant city. Liège is a child of the river Meuse. Take your time to discover this multi-faceted city and its many neighbourhoods, which are like so many small villages. On Sunday mornings go and stroll through the “Batte”, the longest market in Europe, along the river. With the great asset of a central position, the [Province of Liège](#) is close to lots of great places and can rely on easy access thanks to several means of transport: a fast-train station, an airport, and a dense motorway network. All over the year, but particularly when the sun is shining, you can enjoy a variety of walks and hikes. Next to the extended network of ways that are exclusively dedicated to walkers and cyclists (RAVeL), you can explore over 5,000 km of signposted walks.

Major events are regularly organised in the Province of Liège. In the field of sports competition, we can pinpoint several famous cycling races such as the start of the Tour de France; motor races at Spa-Francorchamps, such as the Grand Prix. Many cultural events are also staged, such as the International Festival of Crime Movie (Film Policier), and several music festivals. Popular gatherings all punctuate the year, for instance the leisure fair Retrouvailles (with over 300 associations in all fields from sports to politics and from drama to healthcare presenting their activities) at the end of August, the “Fêtes de Wallonie” mid-September, the funfair in October (“Foire d’octobre”). Night life is an attraction, with dozens and dozens of cafés and restaurants, cinemas, concerts and performances that make Liège such a lively city.

### The University

[The University of Liège](#) is a crossroads for many career paths. More than 25,000 students study there every day, 23 % of whom are international students. More than 6,000 professors, lecturers, researchers and administration personnel are committed to teaching, research and the service of society. 40 bachelor degrees, more than 200 masters, 60 specialized masters

and 21 MOOCS are part of our catalogue. Enriched by its 200-year-old history and its community, ULiège will offer you all the tools you need to shape a successful future.

As a complete university, the University of Liège offers 1st, 2nd and 3rd cycle programmes in all areas of knowledge, hundreds of options, specializations and free online programmes (trainings) thanks to the development of MOOCS and finally Longlife learning. You can carve out a unique career path here.

### **A State-Of-The-Art Infrastructure for the Benefit of Students**

The university's facilities include clinics, world-renowned research centers (Cyclotron, Centre for Protein Engineering, the Liège Space Centre, GIGA, TERRA...), one of the most beautiful libraries in Europe and the biggest in Belgium, exceptional overseas equipment (Telescopes in Chile and Morocco, Oceanographic research station in Corsica, a research station in the Swiss Alps...). ULiège is developing and promoting multidisciplinary research excellence and its related teaching.

### **A Fulfilling Environment**

Choosing to study at ULiège involves so much more than mere education. It also offers you the opportunity to be curious, to be open to different forms of creation, to seek critical awareness of new developments in society, to be open to debate and to others and to focus on your own well-being. The University's sports club (ULiège Sports) offers more than 60 sports on the different campuses. Numerous initiatives are also managed by 75 student associations.



Choosing ULiège means joining an international university that is open to the world and located at the heart of Europe. ULiège offers its students more than 1,600 opportunities to study abroad, it welcomes 850 students in the context of an exchange programme. Year after year, it proposes more full English or bilingual programmes as well as many joint degree programmes: 3 bachelor programmes, almost 50 joint masters and 8 Erasmus Mundus. Holder of the Erasmus+ Charter for the period 2021-2027, it also has a wealth of more than 60 years of expertise in matters of cooperation and development.



### **The Department of Geography**

The [Department of Geography](#) of the University of Liege is part of the Faculty of Sciences. It offers a bachelor programme and three master programmes in the domains of Geomatics, Global Change and Spatial Planning. The Department has a staff of eighty people so that it is possible to insure specialised teaching in the various domains of the geographical sciences.

## Prior to your arrival: Preparing Your Stay at ULiège

All students are responsible for making their own arrangements to arrive in Liège, as well as for the travels to the next destinations of the programme. For non-European students, since visa procedures can be lengthy, it is best to buy a ticket with flexible dates!

Beneficiaries of an Erasmus Mundus Joint Master Scholarship will have to hand in their **travel tickets** at the International Office after being enrolled.

It is always useful to know a bit about the countries you will go to before arriving, so that you are aware of the customs and culture. It will help your smooth integration in each country. Therefore, we advise you to browse through the web / read books about each country.

Some websites with information about Belgium:

<https://focusonbelgium.be/en>

<https://www.expatica.com/be/>

<https://www.justlanded.com/english/Belgium/Belgium-Guide>

<https://www.travelsafe-abroad.com/belgium/>

Taking part in the welcome activities, attending French classes and, if you can, participating in social events proposed by the students' associations can help your understanding of this culture as well.

The **costs of living** vary from country to country. Plan your finance ahead of time will allow you to have a smooth transition from country to country.

Here is an idea of the cost of living in Belgium for international students:

<https://housinganywhere.com/Belgium/belgium-student-budget#>

<https://www.educations.com/study-guides/europe/study-in-belgium/housing-living-costs-17498>

### Entry Regulations (Visa)

#### If you are from a country belonging to the European Union:

There is no need for visa but check that your national identity card (or passport) will be valid for the whole duration of the programme. Ask for a copy of the European Health Insurance Card for public healthcare insurance in your country. BEWARE: If your country of origin is not a member of the Schengen agreements, please check the need for a visa in case of a long stay for study purpose with the Belgian Embassy in your country. If you need a visa, please refer to the section below.

#### If you are a national from a non-European Union country:

- If you have a resident permit delivered by another European Union country during your first year, valid until the end of the programme:

There is a European directive (called 2016/801) which may allow a student to move to another EU country without having to apply again for a visa, under certain conditions. If you have (or

will have, at the latest 30 days before arrival in Belgium) a residence permit delivered by Germany, valid until end of August Y+1 (= official end of your RePIC Master programme), then we must notify the immigration office in Brussels at the latest 30 days before your arrival in Belgium. If you have such a residence card, please send a scanned copy of it (front and back) to Christine Reynders (christine.reynders@uliege.be), together with a scan of your passport (main page), proof of private healthcare insurance and proof of your financial means of subsistence (scholarship certificate or other), so that we can comply with the procedure in due time, and save you the time and expense of having to apply for the Belgian visa.

- If you only hold a visa for your current country of residence, or if your current residence permit is not valid until the end of the RePIC programme, and
  - a) You have dual nationality (non-European and European): You may find it attractive to avoid the visa issue and enter Belgium with your European passport. However, you must know that with this choice, you may not be able to benefit from the public healthcare for free at the beginning of your stay, because you won't have the European Health Insurance Card, which only European residents have. Public healthcare registration is compulsory in Belgium, it will then cost you 75 EUR/trimester.
  - b) Your nationality is from a non-European Union country: You require a Belgian visa for the whole duration of your stay in Belgium (at least valid until February Y+1): Type D – Long stay visa for study purpose. Apply for a multiple entries visa, in order to be able to travel while you will be waiting for the residence permit.

#### **Fees for the immigration office:**

Visa applicants have to have to pay a contribution to the Belgian immigration office (i.e., office des étrangers in French, FOD Binnenlandse Zaken, Dienst Vreemdelingenzaken in Dutch) to cover administrative costs involved in the processing of a visa application, unless they can provide a document allowing an exemption, signed by the body that is granting the scholarship. Applicants with a scholarship granted by the University of Liège (Erasmus Mundus scholarship, consortium scholarship, or bourse master) will receive the document allowing this exemption together with the letter of acceptance (“STANDARD FORM THAT ENABLES THE ALIEN WHO SUBMITS AN APPLICATION FOR A LONG-TERM STAY AS A STUDENT OR RESEARCHER TO DELIVER PROOF THAT HE IS RECEIVING A SCHOLARSHIP OR GRANT”).

For visa applicants who have to pay, the proof of payment will have to be submitted along with the application to the Belgian diplomatic or consular post where you reside. All information regarding the amount and reference for the payment can be found here:

<https://dofi.ibz.be/en/themes/faq/fee>

Your situation is the following: “study in a higher education institution that is organised, recognized or subsidized by the public authorities” (article 58 of the law of 15.12.1980).

At the time of the edition of the vademecum, the corresponding fees are 237 EUR. Check the website in French for any potential update of the fee at the time of your visa application

<https://dofi.ibz.be/fr/themes/faq/redevance>

If you don't have to pay because you have an Erasmus Mundus scholarship, we will send you the document requested to join to your visa file, attesting the exemption of those fees, upon your request if you need to apply for the Belgian visa.

#### **Fees for the embassy / consulate:**

There may be additional fees requested by the embassy/consulate. If this is the case, make sure to check out whether you are in a condition to be exempt from the payment of these fees (e.g., because you are part of an Erasmus mundus programme, or via the type of scholarship you have).

For questions regarding visa and related matters, you should contact **as soon as possible** the Belgian Embassy or Consulate in your current country of residence. Every office sets its own opening hours, has its own way to schedule visa application appointments, and has its own lead time for visa applications (**typically several weeks rather than days**). In order to find at which embassy or consulate you shall introduce your visa application, please check the following link:

<https://diplomatie.belgium.be/en/embassies-and-consulates>

In order to receive your visa, you will be required to provide the Belgian Embassy or Consulate with the following documents, in addition to the proof of payment of the fees to the immigration office or exemption proof mentioned above, depending on your case:

- A completed and signed visa application form (in duplicate, i.e., two original copies)
- A travel document (i.e., passport) into which a visa can be affixed, and which is valid for more than 12 months. We recommend you have your passport valid for the whole duration of your programme, so as not to have to renew it during your master, while you will be busy studying – make sure you have enough free pages in your passport, as you will need four visa stamps for the destinations of your programme (which takes a minimum of four blank pages)
- The letter of acceptance from ULiège
- Proof that you satisfy the conditions for access to higher education (diploma, academic record, attestation that account is being taken of the application for equivalence or decision or dispatch of equivalence)
- Proof that you have sufficient means of subsistence (scholarship certificate if you have one): <https://dofi.ibz.be/en/themes/faq/short-stay/sufficient-means-subsistence>
- A medical certificate issued by a doctor approved by the embassy, attesting that you are not carrying any of the diseases which might endanger public health: <https://dofi.ibz.be/en/themes/faq/long-stay/medical-certificate>
- If you are aged over 21, a certificate attesting to the lack of any convictions for crimes or offences under common law.

You must be aware that the documents referred to above only constitute the basic documents that have to be submitted in every case. Other additional documents may be required by the

Belgian diplomatic or consular representation, considering the circumstances relating to the file or to the specific context of your country of origin.

You must provide the Embassy with the **original** documents + a photocopy of these documents. The originals will be returned to you. The foreign official documents must be **legalised or carry an apostil**, unless an exemption is provided in a treaty. All the relevant information on this formality is available here:

<https://diplomatie.belgium.be/en/legalisation-documents/search-criteria-legalisation>

The documents drawn up abroad in a language other than German, French or Dutch are to be translated in accordance with the original by a sworn translator (NB: Some Embassies/Consulates accept documents edited or translated into English, check this with your local Belgian Embassy/Consulate if needed). The translation must be legalised as a separate document in line with the procedure laid down in the country of origin, and then by the competent Belgian consulate or Embassy.

Check the following link for more information and any potential update:

French (more frequently updated than the EN version):

<https://dofi.ibz.be/fr/themes/ressortissants-dun-pays-tiers/etudes>

English: <https://dofi.ibz.be/en/themes/third-country-nationals/study>

You might have an interview at the Embassy or Consulate. Practice your visa interview. It should be very simple. You will have 1 or 2 minutes to make your case for the visa, and you should have thought about certain issues in depth. For example, you should be prepared to explain what you will study, what you plan to do after your studies, why you want to study in Europe rather than your home country, why you will return to your home country after completion of your studies.

Once you have lodged your visa application, you can track its progress by contacting the consulate, with due regard to the practical arrangements stated on its website. If your application has been referred to the Immigration Office for a decision, you can follow the progress of your application here (in French): <https://infovisa.ibz.be/InfovisaFr.aspx>

The International Office may contact the Embassy/Consulate in order to support your visa application after your letter of acceptance is sent to you. To do so, please send the email address of your Belgian Embassy/Consulate in your country of residence + contact details of your correspondent (name and title) to the International Office: [Christine.reynders@uliege.be](mailto:Christine.reynders@uliege.be)

**Students are strongly encouraged to check / gather all documents as soon as possible, so that as soon as they receive the letter of acceptance and other documents from ULiège, they can lodge their visa application file. Please make sure the visa file is complete to avoid a delay or having the file sent to the immigration office.**

Relevant link:

International Office: [https://www.international.uliege.be/cms/c\\_17657125/en/international](https://www.international.uliege.be/cms/c_17657125/en/international)



## Accommodation

You are responsible for finding an accommodation. The following ULiège website provides you with a link to a **database of accommodations**: [www.campus.uliege.be/kot](http://www.campus.uliege.be/kot)

Check the recommendations in the following link:

[https://www.campus.uliege.be/cms/c\\_9110812/en/se-loger-chez-des-particuliers-futur-locataire-d-un-kot](https://www.campus.uliege.be/cms/c_9110812/en/se-loger-chez-des-particuliers-futur-locataire-d-un-kot)

### Private accommodation:

<https://www.luniliege.be/>

<https://www.xior.be/en/stad/luik/en>

<https://www.generation-campus.be/en/page/meuse-campus-liege.html>

<http://www.studentstation.be/?lang=en>

<https://www.yust.com/liege/>

<https://www.kotaliege.be/>

<http://www.chickandkot.be/>

<http://www.kothouse.be/>

<http://www.immoweb.be>

Other options: [https://www.campus.uliege.be/cms/c\\_9038340/en/in-liege](https://www.campus.uliege.be/cms/c_9038340/en/in-liege)

**Non-EU students:** If you rent a room by a private owner, check whether your landlord accepts for you to be domiciled (i.e., administratively and officially registered resident in that place). This is needed in order to get your residence permit.

**Important advice:** Ask for a written inventory of the flat/room and existing damage, before you move in, and before you move out, that you will sign together with the landlord. If it is not possible to do this in English, make sure you understand enough French not to be mistaken. It will serve as a proof to get your guaranty deposit back when you leave. It is also recommended not to pay this deposit in cash to the landlord, nor before arrival (in order to keep a chance to turn the offer down if the place doesn't correspond to the published ad). It is better to go to a bank together with the landlord, and to leave the guaranty deposit on a blocked bank account bearing both names of the landlord and the tenant.

### Options for the first days after your arrival

If you haven't found an accommodation before your arrival, we suggest you try to book a room for the first week at the University Residence (see above), until you find an accommodation, or you may also book a room for the first week in a youth hostel:

L'Auberge de Jeunesse Georges Simenon

Rue Georges Simenon, 2 B – 4020 Liège

Tél. : +32 (0)4/344.56.89

<https://lesaubergesdejeunesse.be/en/liege-youth-hostel>  
[liege@laj.be](mailto:liege@laj.be)

Or in front of the “Guillemins” train station: <https://www.yust.com/liege/>

## Welcome and Orientation

In order to provide you with complete information the International Office, Service of Information on the Studies with the participation of ESN-ULiège (Erasmus Student Network) organise some welcome days for exchange students, the week before the start of the classes. We recommend you participate.

A detailed programme is available here:

[https://www.international.uliege.be/cms/c\\_9148641/en/international-welcome-days/-incoming-exchange-student](https://www.international.uliege.be/cms/c_9148641/en/international-welcome-days/-incoming-exchange-student)

## Enrollment Process & Registration at the City

### Enrollment Process at ULiège

All students wishing to attend the University of Liège must enroll with Registration Services and complete an online form. Even if the student has already been enrolled in RePIC, the student will be asked to follow the ULiège specific [enrollment process](#), which may vary according to the student’s nationality . This includes the provision of additional documents, i.e., a high-school diploma and official statements proving the student’s activities up to five years prior to registration. These activities can be justified by transcripts of records if the participant was already a student for that period, an employer’s statement if the student was working, or if nothing official is available (volunteering, travelling, break...), the student can fill a declaration of honor in mentioning briefly the activities and the concerned period of time. You will receive in due time an invitation to proceed. The admission file must be completed by March 30.

#### 1. International Office

A student worker from the [International Office](#) will be the first to welcome you. He/she will hand you a “Welcome Pack” and give you first-hand information. When you arrive, let him/her know the name of the programme in which you are. He/she will also guide you through the registration procedure.

Which documents should you bring?

- Documents given at the registration office (see point 2. below)
- Your passport / ID
- For scholarship holders, the copy of your rental agreement for the semester (or written confirmation from the owner/university residence if you do not yet have the rental agreement), boarding passes of your travel to Belgium as well as the related bills. They will serve as proofs of your stay.

#### 2. Registration at ULiège

Once all the documents requested are uploaded in your admission file online, you will receive a link to finalize your registration. Please proceed as instructed. You may receive a generic

request for payment, which is sent automatically to all students registering at ULiège. You should not pay as your participation costs are covering your tuition fees.

You will receive access codes to your MyULiège portal. You should keep them during the whole master, as you will need them to update your address and have access to some documents, such as the registration proof, the Transcript of Records.

### **3. Registration at the City of Liège**

Whether or not you are a citizen from the EU, you are legally required to go to the city hall of the city in which you reside (e.g., Liège), in order to declare your arrival and either obtain a residence permit or acknowledge the residence permit delivered in one of the previous EU countries you have lived in in the context of RePIC. Do so after having found an accommodation for the duration of your stay, and after being enrolled at ULiège. Non-Europeans officially need to go at the City Hall within 8 days of arrival in Belgium. If you do not have all documents mentioned below by that time, you may go with the documents already in your hand, and they might deliver you a “déclaration d’arrivée”.

Belgian students do not have to do this formality unless they need to be domiciled elsewhere.

#### **Where ?**

Administration Centre – Cité administrative

Service de la population – “Accueil des étrangers” Foreign Office – Potiérue, 5- 4000 Liège

Tel. +32 (0)4 221 82 23 - [service.etrangers@liege.be](mailto:service.etrangers@liege.be)

At the entrance of the office, take a ticket “règlement d’arrivée en Belgique”.

<https://www.liege.be/fr/vie-communale/services-communaux/etat-civil-et-population/service-des-etrangers>

#### **When?**

The offices are open from Monday to Friday from 8.30 to 12.30 and from 13.30 to 16.30. Ticket distribution stops 15 minutes before the closing time.

#### **Which documents should you bring?**

##### **Students who are citizens of an EU Member State or of the European Economic Area (EEA):**

- A valid passport or national identity card
- A certificate of enrollment for your current academic year at ULiège, delivered when you are enrolled at ULiège (attestation pour l’administration communale), which you can upload on your MyULiège portal with your access codes (gestion / mes inscriptions / mes documents / attestation)
- A valid European Health Insurance card (EHIC) from your public health insurance provider or a proof of private health insurance covering your expenses in Belgium
- An address in Liège. If you don’t have the lease with you at the time, you can just provide the address.
- 2 recent photographs (passport size, approximately 5 x 3 cm)
- 15 EUR in cash (but bring more, in case fees change)

The city hall will deliver you a paper document (annexe 8), as a proof that you applied for a residence permit. In a few weeks' time, an updated annex 8 corresponding to your residence permit will be done. If needed, an electronic card with the same information can be made (carte E).

If, during your stay in Belgium, you wish to travel within Europe, your national ID or passport (valid during your travel period) will be sufficient.

#### **Other foreign students:**

- A valid passport with your visa D
- A certificate of enrollment for your current academic year at ULiège, delivered when you enroll at the University of Liège (attestation pour l'administration communale)
- A proof of sufficient financial means (scholarship for example)
- An address in Liège. If you don't have the lease with you at the time, you can just provide the address.
- 2 recent photographs (passport size)
- 15 EUR in cash (but bring more, to be safe)
- The EHIC from the previous European country in which you studied

The city hall will deliver you a paper document (annexe 15), as a proof that you applied for a residence permit. The residence permit (called carte A) will be made in some weeks' time – count around two months after you have been to the city hall for the first time with all documents. If you come with a resident permit from a previously visited EU country, you will receive another document “annexe 33”.

**If you are a national from a non-EU country and travel within the Schengen zone\* for a short period during your stay in Belgium, you will need to have your passport with a Belgian visa MULTIPLE entries, or a “carte A” if your visa for Belgium is SIMPLE entries (the annexe 15 is not enough). Since it takes several weeks to obtain the “Carte A”, you should ask for a visa MULTIPLE entries to avoid an issue. Documents have to be valid during your travel period.**

#### **All students:**

Before editing your resident permit, the City Hall will have to receive the confirmation from a police officer, who will have checked that you do live at the address you declared (except if you live in a students' residence, where there typically is no police check if you have provided the “attestation de residence” to the foreigner's office). In order to facilitate the process, it might be good to go to your local police station, give them your classes schedule and ask for an example of the paper they leave in your mailbox when they don't find you home. Knowing your street and neighborhood, check here the name of your local police station (you can click on the neighborhoods to find your street):

<https://www.policeliège.be/index.php?page=pointsdaccueil>

Advice: Make sure that your place is equipped with a mailbox labelled with your name and an operational doorbell. As a lot of students arrive in September, there is a high number of requests for police visits and it can take several weeks before the police officer pays you a visit.

Once the police report is sent to the city hall, you will receive a letter from the city hall inviting you to come and order your residence permit. A few weeks later, when your residence permit (carte E or carte A) is ready, you will receive a letter from the City Hall, containing codes, inviting you to retrieve and activate your card there. Please note that the letter could be mistaken for an advertisement!

### **Non-EU students:**

When you go and collect your permit, you may ask for a “certificat de résidence” if it is needed afterwards for another visa procedure.

<https://www.liege.be/fr/vie-communale/services-communaux/etat-civil-et-population/domicile/demarches/certificat-de-residence>

## **Campus Services & Student Life**

### **Campus Services at ULiège**

#### **University Restaurants**

The two university restaurants at the Sart Tilman campus provide a self-service system (Agora restaurant and Veterinary Medicine restaurant) with hot meals, cold dishes, salads and desserts from 11.30 a.m. to 2 p.m. Prices range from 4 EUR to 7 EUR, including a drink. A local menu is also proposed once a week in both self-service restaurants. +32 4 366 32 95

Cafeterias have hot and cold drinks, snacks, sandwiches, soups, and some simple dishes. You will also find salads in jars and a pizza corner with homemade pizzas and hamburgers. The cafeterias have limited opening times during examination periods and breaks.

[www.campus.uliege.be/restaurants](http://www.campus.uliege.be/restaurants)

### **Student Life at ULiège**

#### **1. Student's associations**

The objectives of the “Fédération des étudiants” (Fédé) are to represent and inform students, and to defend their interests, to offer services, and to provide support in the students' academic life. It supports various cultural initiatives, socially involved projects and entertainment activities. Along the same lines the Fédé also supports students' associations that apply about interesting initiatives they have developed. Each faculty also has several students' associations. Ask fellow students or the Fédé:

Maison de la Fédé (+32 4 366 31 99 – [info@fede-uliege.be](mailto:info@fede-uliege.be) – [www.fede-uliege.be](http://www.fede-uliege.be))

#### **2. ESN-ULiège**

Erasmus Student Network (ESN) is an international network of students' associations in over 40 countries in Europe. The ESN-ULiège is a dynamic team consisting of some students from the various faculties of the University of Liège.

This association makes it possible for Erasmus students to fit into local life through cultural and festive events organised all through the city. It also offers Erasmus students the possibility to go and visit several cities in Belgium and Europe and for very special rates.

[esn@uliege.be](mailto:esn@uliege.be) – [www.esnuliege.be](http://www.esnuliege.be)

### 3. Students' Radio

“48 FM” has promoted a student radio in the heart of the city. This radio station is broadcasted on 105.0 wavelength and on the web. It involves a team of over 100 announcers, journalists, technicians and administrative staff and produces over 50 weekly programmes.

### 4. Sport and cultural activities

ULiège Sports offers more than 60 different sports with “students' fees”, etc. Most activities are organised in the sports centre of Sart Tilman (not far from the university hospital).

ULiège Sports

Building B2b, Quartier Village 2 Rue de l'Aunaie, 22

4000 Liège - Sart Tilman 📞 +32 4 366 39 34

[sports@uliege.be](mailto:sports@uliege.be) – [https://www.sports.uliege.be/cms/c\\_11118724/fr/sports](https://www.sports.uliege.be/cms/c_11118724/fr/sports)

### 5. Cultural activities

The University constantly has some fascinating events on offer! Festivals, concerts, exhibitions, films, encounters with artists or writers, theatre performances, improv shows, photo workshops, lectures, scientific activities, social discussions... Culture is for everyone! You may also become a member of the University Choir, its two Chamber Orchestras, its Theatre, improve groups, create your radio show, improve your photo skills...

Discover the University's museums: the Aquarium, the House of Science, the Plant World Observatory, the Open-Air Museum, the Wittert Museum (art collection), the Hexapoda Insectarium.

Enjoy also the special rates, permanent or occasional, and our invitations for the cultural events that we negotiate with external partners for students at the University of Liège: theaters, opera, cinema, circus, dance... Discover all offers on the website [my.culture.uliege.be](http://my.culture.uliege.be) and in the Tuesday morning “Agenda ULiège” newsletter. You can benefit from a very special rate for “Grignoux” cinemas (Le Churchill, Le Sauvenière, Le Parc) thanks to free cinema passport provided by the Erasmus Office, by the Fédé or at the info center ULiège-Opéra. Preferential rates are also available for the University Theatre, the Theatre of Liège, etc. Note also that The Opéra of Liège offers a very low youth rate, and the museums of Liège are free for students under 26 years old.

Several invitations to attend cultural events will be sent by the International Office – Erasmus throughout the semester. For a small part of the actual price, you will attend opera's, theatre plays, orchestra concerts etc.

[culture@uliege.be](mailto:culture@uliege.be) – [www.campus.uliege.be/culture](http://www.campus.uliege.be/culture)

### General Counselling Offers at ULiège:

Student Quality of Life Department (including Psychological support, Academic Orientation Service, etc.): [https://www.uliege.be/cms/c\\_9231296/en/student-quality-of-life-department](https://www.uliege.be/cms/c_9231296/en/student-quality-of-life-department)

Seervice Guidance Étude Team (personalised remote support): [www.uliege.be/guidance](http://www.uliege.be/guidance)

## Student Card & Transportation

BUS: **TEC** (Transports En Commun) is the name of the local bus company. It offers an extended and modern network.

Bus lines 48 and 58 take you from downtown to Sart Tilman and around the various buildings on the campus. The journey from the city center to the campus (according to traffic) takes about 35-45 minutes with a **48 bus** and 20-30 minutes with the **58 line**.

At the TEC offices, you can buy:

- Ticket: 2.60 EUR (on the bus) 2.10 EUR (via MOBIB card)
- MOBIB card: 5 EUR
- 8 journeys card: 9.20 EUR (via MOBIB card and 9.50 EUR without MOBIB card)
- Seasons tickets (via MOBIBcard): 37.10 EUR/month and 323 EUR/year. For students under 25, the rate is 16.10 EUR/month, 66 EUR/6 months and 132 EUR/year

## Services for Students with Special Needs

Are you a student with a temporary or permanent disability (sensory or motor impairment, disabling illness, accident, psychological or learning difficulties, etc.)? A service is especially dedicated to your needs.

+32 4 366 53 61

[ash@uliege.be](mailto:ash@uliege.be)

[https://www.enseignement.uliege.be/cms/c\\_9122731/en/en-situation-de-handicap](https://www.enseignement.uliege.be/cms/c_9122731/en/en-situation-de-handicap).

## Health Insurance & Medical Services

Being registered at a public health insurance is compulsory in Belgium. Students holding a private health insurance either through the consortium (e.g., Erasmus Mundus scholarship holders) or by their own means still have to register to the Belgian public health care upon arrival. All European students have to ask for a European Health Insurance Card (EHIC) to their public health care provider in their country of origin (if EU resident)/residence (if non-EU) prior to departure, and make sure they stay affiliated in their country of origin during the whole master programme. The European Health Insurance Card will be needed to be covered by the public health care insurance for free in Belgium. Check the validity period of your card.

How to apply? <https://ec.europa.eu/social/main.jsp?catId=563&langId=en>

Nationals from non-EU countries who are currently legally residing in the EU and are covered by a state social security scheme are normally also eligible for a EHIC and can apply for this card to their national health insurance provider (of the current country of residence).

Through their registration at the University of Liège, all university students get civil liability and physical insurance coverage for any accident related to their university activities, at home and abroad. More information and update:

[https://my.student.uliege.be/cms/c\\_11184402/en/mystudent-assurances-couvrant-les-etudiants](https://my.student.uliege.be/cms/c_11184402/en/mystudent-assurances-couvrant-les-etudiants)

Third-party liability may be necessary for a rental.

If you wish to see a doctor check [www.ordomedic.be](http://www.ordomedic.be) or call 1307 and ask for a General Practitioner (“médecin généraliste”).

After 7 p.m. and over the weekends or holidays, a doctor on duty can be called at any time and without prior appointment (call 100).

Students who live in Liège can go to the medical house (Maison de Garde Médicale), from Friday 7 p.m. to Monday 8 a.m. (from 9 p.m., make a phone call to make an appointment):

Quai Van Beneden, 25 4020 Liège - +32 4 341 33 33

Any student registered at the ULiège and with a Belgian Health Mutual Insurance (“mutualité”) is entitled to a ULiège rate with specialists (except dentists and plastic surgery) and emergency at “Centre Hospitalier Universitaire” of Sart Tilman.

You have to show your ULiège student card when you register at the main desk of the hospital then, the fee you will have paid will be repaid by your insurance (mutuelle) in Belgium. This does not apply to such medical acts as blood samples, scan tests, etc.

## **Financing Your Studies & Finding a Job after Graduation**

The [Career Center](#) at ULiège is a site designed to help you with all things careers, giving you access to:

- Internship and job opportunities
- Company profiles
- Job videos
- Events
- Resources and guidance articles
- Live video chats with recruiters

How to profit from the Career Center as a (soon to be) RePIC graduate:

1. Sign up using the email address provided by your university: Your uni email address will give you access to your Career Center, which will help you start your professional career.
2. Customise your profile, define your search criteria and upload your CV: Upload your photo and your CV and customise your personal info and preferences so that you can apply to jobs with just one click. Thanks to your completed profile, you will be able to apply straight away for offers both on the website and on the mobile app. To use the mobile app, download JobTeaser from the App store or Google Play.
3. Discover and explore the companies you want to target – get updates on their events, internship and job offers and news

Each company has its own profile on the Career Center on which you’ll find everything you need to know about its recruitment process, values, job roles and, of course, job opportunities!



## 6.6 Studying at UOulu in Oulu, Finland



### The Town and its Region

A youthful student city, Oulu is of comfortable size, it has tranquil surroundings and a Scandinavian ambience. Living in Oulu means easy access to both high technology and wild nature. Museums, architecture, cinemas, clubs, festivals, concerts, theatres, libraries – the arts and culture of Oulu have many venues. Polar Bear Pitching, Oulu Music Video Festival and Air Guitar World Championships are just a few examples of the creatively innovative northern attitude.

In Oulu, you have the opportunity to live in a safe and active environment. Already 120 different nationalities call Oulu their home. The Oulu region is the fastest growing region in Finland. Collaboration between the University of Oulu, the city, research institutes, and businesses has been remarkably productive. For many companies, Oulu has been a favourable environment for their R&D, and the region has played a vital role in Finland's technological lead.

#### Oulu in a nutshell:

- 65°01 N, 25°48 E
- Founded in 1605 by King Carl IX of Sweden
- Largest city in the North of Finland today
- Population of 200,000
- Youngest population in Finland
- 28,000 higher education students
- Located on the shore of the Bay of Bothnia, along the Oulu River
- The Winter Cycling Capital of the World

Find out more: [The City of Oulu](#)

Oulu's four seasons allow for a wide range of outdoor activities. The nature is always at your fingertips. Skiing and jogging tracks are never far away, and the bicycle network is vast - the city has more than 600 km of roads for bicycle traffic. No wonder biking is the favourite mode of transport for Oulu people!

If you're not an outdoor enthusiast, the city of Oulu offers also many indoor activities and sports facilities to choose from. The city has also a rich cultural life. Our numerous theatres, museums, and exhibitions offer an abundance of events throughout the year. There are musical events ranging from classical concerts to rock festivals and club gigs.

Living in Oulu is easy. You are never far away from anywhere. We have a "20-minute-rule" meaning that no matter where you are coming from and where you are going to, you'll get there in max. 20 minutes!

Exploring Oulu and beyond: <https://visitoulu.fi/en/>

## **The University**

The University of Oulu is an international science university where we create knowhow for the future and produce new information to build a more sustainable, healthy and intelligent world. Founded in 1958, UOulu is one of the largest universities in Finland and one of the northernmost multidisciplinary universities in the world, with eight faculties, over 14,000 students, and nearly 3,000 employees.

We educate competent experts capable of creating successful, lifelong careers in the dynamic work market. Our degree programmes are inspiring and student-centred, and they encourage each student to achieve their full academic potential. This has created a culture where anything is possible. As a fact, many innovations that have changed the world have their roots in Oulu.

The main campus in Linnanmaa is home to Faculty of Education, Faculty of Humanities, Faculty of Information Technology and Electrical Engineering, Faculty of Science, Oulu Business School and Faculty of Technology, including Oulu school of Architecture. Linnanmaa campus is known for its colourful architecture. The Oulu University of Applied Sciences operates also at the Linnanmaa campus.

Practical info on the campuses and instructions how to arrive:

<https://www.oulu.fi/en/university/campuses>

## **RePIC Faculties and Fields**

Being a truly multidisciplinary programme, RePIC is hosted by three faculties and respectful fields: Architecture (Oulu school of Architecture / Faculty of Technology), Geography (Faculty of Science) and Economics (Martti Ahtisaari Institute/ Oulu Business School).

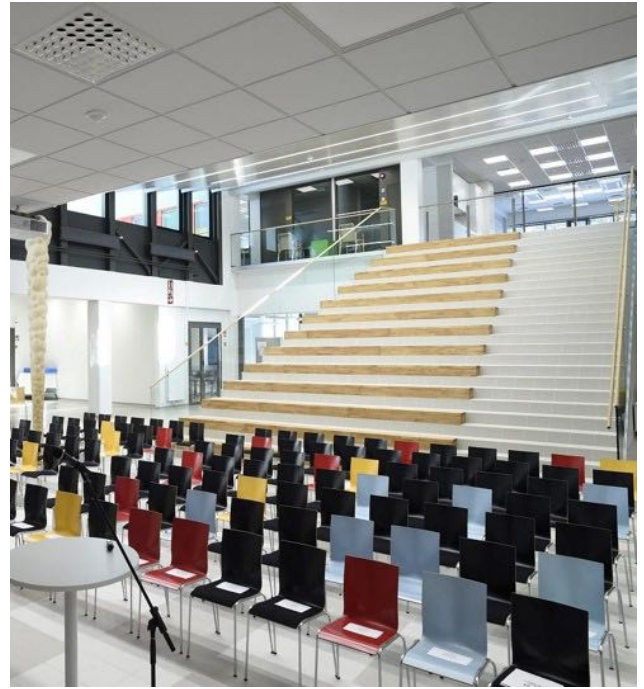
**[Oulu School of Architecture](#)** strength is in the research and teaching of integrative design and participatory planning methodologies and solutions in the context of the "Changing Northern Built Environment". Urban planning is examined in a digitalizing operating environment from the perspectives of innovation, inclusive growth strategies, health promotion and climate

change mitigation. The unit's staff has a strong experience of inter- and transdisciplinary research in real-world case studies and interventions.

[The Geography Research Unit](#) is a highly acknowledged academic community that consist high international profile researchers and professors, research groups and vivid teaching programs. Research themes cover topics in regional geography, regional development and policy, physical geography, tourism research, geoinformatics and political geography.

[Martti Ahtisaari Institute](#) is a research and education unit within Oulu Business School. The unit aims to create new knowledge on responsible business and global economy. Their research targets include responsible, digital and data-

intensive businesses, changing value creation, capture and sharing ecosystems and the emerging real-time access economy. The institute carries out executive education programmes, as well as entrepreneurship and responsible business education at Oulu Business School. They also arrange events that provide a forum for discussions and a platform for new insights into the development of the economy and business life.



### **Prior to your arrival: Preparing Your Stay at UOulu**

Before starting their studies at UOulu, all students are required to carry out preparations for their stay. Students are expected to proactively inform themselves concerning the necessary preparations and regulations in their individual case. Most importantly, students need to organise accommodation and apply for visa (non-EU international students only) for the whole duration of their stay. Please note that students are fully responsible to find accommodation and organise the visa / residence permits. The visa application process and finding an accommodation can take some time. Students are advised to start both processes as soon as possible.

#### **Entry Regulations (Visa)**

- 1. European students:** If you are a citizen of an EU member state, a Nordic country, Liechtenstein or Switzerland, you don't need to apply for a Residence Permit. However, you need to apply for a Right of Residence if you are staying in Finland for over three interrupted months. You can do the registration in Oulu after arrival. More instructions for [EU Citizens](#).
- 2. Students coming from outside Europe:** If you are a citizen from somewhere else than listed above, you need a Residence Permit. See instructions for applying below. You should start the Resident Permit application process right after receiving your acceptance letter for your exchange period; the process can take a while. More instructions on applying for a [Residence Permit](#).

## Accommodation

RePIC students can apply for the housing from the local student housing organization PSOAS. They offer affordable student housing located right next to Linnanmaa campus. Students are housed in shared apartments with private bedrooms. More information on [PSOAS homepage](#).

Make sure that you apply for housing as soon as possible. Also note, that once you sign your tenancy agreement, it is binding. Tenancy agreements are made for full terms only. Early terminations are possible only in force majeure cases.

In all housing related matters please contact PSOAS directly at [asuntotoimisto@psoas.fi](mailto:asuntotoimisto@psoas.fi)

## Other housing providers and more information

If you do not receive housing through [PSOAS](#) please have a look at these options. Some of these offer several options while others are small, individual locations.

Many Finnish students leave Oulu for a semester or two to go abroad themselves and sublet their flats/rooms - usually furnished. Here are some links to advertising sites.

- [Asuntoyhtymä](#)
- [Oulun Sivakka Oy](#)
- [Forenom](#)
- [Lumo: Rental apartments in Oulu](#)
- [M2-Kodit](#)
- [Kodisto.fi](#) - different types of apartments for rent
- [Osnakodit](#) - Rental agency for young people (18-29 years).
- To find or sublet an apartment, a [facebook group administered by Humans of Oulu team](#).
- Housing close to the Kontinkangas campus (i.e., Faculty of Medicine): [Medikiinteistöt Oy](#), contact them for an English application.
- [OVV Asuntopalvelut](#), contact: [oulu@ovv.com](mailto:oulu@ovv.com)

If you are not able to find housing before arriving to Oulu, with short term housing, it might be easier to look for a room after you have already arrived in Oulu. You can look for short term housing, for example, through Airbnb or similar.

## Welcome and Orientation

Our Orientation Day programme is especially designed to help new incoming students to settle in and start their studies at the University of Oulu. Programme includes important matters such as university practices, student services and permits. Faculties will also organise separate study info sessions to their students. We strongly recommend that all incoming students participate in the Orientation.

Further information:

Orientation for Exchange Students: <https://www oulu fi/en/for-students/new-students-welcome-university-oulu/new-exchange-students/orientation-exchange-students>

International Mobility Services: [international.office@oulu.fi](mailto:international.office@oulu.fi)

## **Enrollment Process & Registration at the City**

### **Enrollment Process at UOulu**

If you have completed your qualification in a country other than Finland, you can find instructions on how to apply at UOulu on this page: <https://www oulu fi/en/apply/applying-non-finnish-qualification>

If you have completed your earlier education in Finland, you can find information on how to apply here: <https://www oulu fi/en/apply/how-apply/eligibility>

Coming to UOulu as an exchange student: <https://www oulu fi/en/for-students/incoming-student-exchange>

Admissions Contact: <https://www oulu fi/en/apply/admissions-contact>

### **Obtaining a Finnish Personal Identity Code**

All international students regardless of nationality are required to obtain a Finnish Personal Identity Code once they have arrived in Finland. The identity number is applied in person at the [Local Register Office](#) and it is free of charge. After you have received your Finnish Personal Identity code, you must forward it to your faculty's Academic Affairs Service Team.

Students outside EU/EEA/EFTA countries should apply for the Personal Identity Code along with their Residence Permit. If you haven't received your Finnish Personal Identity Code in your Residence Permit, you will have to apply for it after arriving in Finland (see below).

EU and EEA citizens and citizens from EFTA Countries will apply for the Personal Identity Code after they arrive in Finland. The application for the code is done at the Digital and Population Data Services Agency.

To register your personal data in the Finnish Population Information System, you must visit the Digital and Population Data Services Agency in person. This happens by completing the following steps:

1. Complete the form titled “The registration information of a foreigner”, preferably before the visit. Fill in the attachments if necessary.
2. Make an appointment with the International Registrations Service at <https://secure.vihta.com/public-ng/dv/#/home>
3. Please bring the following documents with you:
  - Your valid passport or EU citizen's official identity card with a photograph
  - your residence permit card or some other proof that you have entered Finland legally
  - a certificate of registration of the right of residence of an EU citizen

- proof of your work or studies in Finland (for example, an employment contract or a certificate of student status)
- if necessary, the original, legalised and translated certificates of family relations and other official documents containing information that you would like the Digital and Population Data Services Agency to record in the Population Information System. Remember to check if the certificates must be [legalised and/or translated](#).

More information about applying will be offered during Orientation.

Find out more about the [Finnish Personal Identity Code](#)

## **Campus Services & Student Life**

### **Campus Services at UOulu**

UOulu offers many services to support your studies. You can obtain guidance and support at the different stages and situations of your study path, for example, for planning the studies, the progress of the studies and time management, writing the thesis, internship, and when transferring to the working life.

#### **Printing, IT devices and facilities**

Secure printing is available on all university campuses in Oulu. The laptop borrowing is possible for students of the university and it is free of charge. The maximum loan period is four hours, and you can borrow laptops even three times in a day.

<https://www oulu fi/en/for-students/supporting-your-studies/printing-it-devices-and-facilities>

Campus ICT support service for students: [helpdesk@oulu.fi](mailto:helpdesk@oulu.fi)

#### **Tuudo Mobile App**

Tuudo is a mobile app for students. Tuudo has the most important information for students from received credits and course registration to restaurant menus, library card, campus maps, your location and bus timetables. It also offers information on upcoming and ongoing courses and exams. Tuudo offers up-to-date information on your studies and by using Tuudo you can search and find other students to tutor you with your studies, or tutor others yourself.

<https://www oulu fi/en/for-students/supporting-your-studies/it-services-students/tuudo-mobile-app>

#### **Library**

Oulu University Library is a scientific library whose task is to provide library and information services for the researchers, teachers and students of UOulu and the Oulu University of Applied Sciences (Oamk).

<https://www oulu fi/en/university/library>

## **Tellus Innovation Arena**

Tellus Innovation Arena is an open innovation space located at the heart of Linnanmaa campus area. It's built for learning, collaboration and events for all open-minded explorers from inside and outside of the university. Meet people, develop ideas and present projects – it makes all the difference

<https://www oulu.fi/en/cooperation/tellus>

## **Tutor Teaching**

All students have a personal tutor teacher appointed by the faculty. Tutor teacher's task is to guide and advice you, in particular, in the early stages of studying.

<https://www oulu.fi/en/for-students/supporting-your-studies/tutor-teaching>

## **Study Psychologists**

The Study Psychologists offer special guidance and counselling in questions related to learning, studying, life management and well-being.

<https://www oulu.fi/en/for-students/supporting-your-studies/study-psychologists>

## **Academic Affairs Service Teams**

Academic Affairs Service Teams are responsible for all study related questions and advising in their own field of study.

<https://www oulu.fi/en/students/contact-information-students/academic-affairs-service-teams>

## **Student Life at UOulu**

### **Student Union and the Student Associations**

The Student Union of the University of Oulu (OYY) monitors the students' interests at the university, offers various services and arranges events. OYY supports the activity of many clubs, hobby, subject and interest groups. These societies organise various activities that support studying, and they also arrange free time activity and parties. Societies offer you possibilities to meet new people and find like-minded students, start a new hobby, and help you to get the sense of belonging in the university community.

Follow OYY on social media:

Facebook: OYY

Instagram: @oyystudentunion

Twitter: @OYYtwiittaa

#OYYfi #OYYeah #OYYharraste

More information on student associations: <https://www oulu.fi/en/for-students/student-wellbeing-and-everyday-life/student-associations>

The Student Union of the University of Oulu (OYY): <https://www.oyy.fi/?lang=en>

## University Sports

University Sports of Oulu offer academic sport services and other welfare services for students and staff of universities in Oulu. The programme includes around 90 different disciplines or services. There are three sports coordinators in charge of the programme and a large group of instructors and cooperating partners who make sure things run smoothly. There are activities ranging from ballet to climbing and yoga, from kayaking to cross-country skiing. Feel free to pick the one that is closest to your body and soul!

More information from OKKL websites: <https://unimoveoulu.fi/?lang=en-gb&langmenu=i>

## General Counselling Offers and Support Resources:

- Self-learning materials, webinars and workshops supporting study techniques, time management, well-being etc.: <https://www.oulu.fi/en/for-students/supporting-your-studies/study-skills-and-competences>
- Information for the new international degree and exchange students: <https://www.oulu.fi/en/for-students/new-students-welcome-university-oulu>

## Student Card & Transportation

All students in Finland undertaking a Bachelor or Master's degree (excluding MBA), and who have registered their attendance at the University are members of the [Student Union](#) in their University.

The student union membership provides students services and benefits, including a [student card](#). The easiest and most affordable way to get access to student discounts is by downloading a digital student card. By downloading Pivo or Tuudo from your app store you'll have access to all the benefits of the plastic student card in digital form.

## Public Transport in Oulu Region

If you are a 17–24-year-old student, buy a youth 30-day season ticket and / or an adult value ticket for your chosen travel zones. You do not need to present a student certificate or fill in a student ticket application; your ID is enough to buy a ticket. You can also buy the ticket at the [Waltti online shop](#).

If you are a student aged 25 or older and meet the more detailed eligibility criteria, you can buy a 30-day season ticket at youth ticket price. With the ticket, you can travel indefinitely in the travel zones of your choice.

Buy your first season ticket of the school year from OuluIO Service Point. Bring a carefully completed student ticket application with you. You must prove your eligibility for receiving the discount every year in August / September with a certificate issued by your school (e.g., student card) at the OuluIO Service Point. When purchasing a season ticket, you must prove your identity (passport, driving license or ID card).



You can top up your ticket in Ouluro Service Point, at the Waltti online shop, on the buses and in the R-kioskis selling Waltti tickets.

More information: <https://www.ouka.fi/oulu/public-transport/for-students>

With your student card, you can also get a student discount on train tickets for long-distance traffic and VR's commuter traffic.

More information: <https://www.vr.fi/en/discounts-on-train-tickets/student-discount>

## **Services for Students with Special Needs**

UOulu offers many services to support your studies, one of the goals is to paths for everyone. [Accessibility in Studies](#) refers to the ways in which physical, psychological and social environments are designed to ensure that everyone can interact with others on an equal basis despite their individual characteristic.

From the perspective of general mobility, the Linnanmaa campus area at the University of Oulu functions very well. Furthermore, accessibility has been enhanced by various special arrangements (see [Campus Maps and Campus Navigator](#)).

In certain circumstances a student may apply for individual arrangements for study attainments and evaluation. These circumstances may be, among others, hearing, visual or other sensory impairment, dyslexia, panic disorder, or ADHD.

## **Health Insurance & Medical Services**

All students are required to have a valid health and accident insurance that covers possible accidents and health problems also during your travel to and from Finland. The University of Oulu does not cover medical costs for students.

The insurance should cover at least the following:

- Health care costs for an illness or accident including hospitalization due to COVID-19 pandemic
- Personal property
- Repatriation and medical evacuation
- Civil liability

## **European Health Insurance Card**

If you are a citizen of an EU/EEA/EFTA country, you are eligible to apply for a European Health Insurance Card (EHIC) which gives you access to medically necessary, state-provided healthcare under the same conditions as people insured in that country. Students from EU countries must bring their European Health Card with them. Note that the European Health Insurance Card is not valid during your travels to and from Finland or during any excursions to a third country.

- More about EHIC here: <https://ec.europa.eu/social/main.jsp?catId=559&langId=en>

- For further information on applying for the card, please contact the social insurance office in your home country

An additional health insurance is also highly recommended to EU/EEA/EFTA citizens as the Finnish national medical insurance does not cover, for example, severe injuries and the costs of possible repatriation.

### **Students coming from outside of EU**

If you are a non-EU/EEA/EFTA national, a health insurance policy is to be taken when applying for a Residence Permit. More information: <https://migri.fi/en/insurance>

Do not forget to take an insurance that covers all of these during both your stay in Finland and your travels to and from Finland. For eventual leisure time excursions and trips, it is advisable to make sure that the insurance is valid also in Finland's neighbouring countries.

### **Health care**

If you are studying for a Bachelor's or Master's degree or for a Licentiate of Medicine or Dentistry at UOulu, you are entitled to use the Finnish Student Health Service's (FSHS) general, oral and mental health services. The local unit in Oulu is located in the Linnanmaa campus area. University students who are entitled to use the services of the Finnish Student Health Service (FSHS) have been required since January 2021 to pay a student healthcare fee to Kela for each academic term. It is paid to Kela once per term (spring and autumn), i.e., twice a year. More information about the student healthcare fee and payment instructions on [Kela's homepage](#).

If you are an exchange student from another country, you are not pursuing a degree in a Finnish higher education institution and are thus not eligible for student health services. EU citizens can use the public healthcare services. Students from other countries must have private health insurance.

Further information

- [Medical treatment in international situations](#) (Kela)
- [City of Oulu Public Social and Health Services](#)
- [Emergency situations](#)
- [Nyyti ry - Learn Life Skills](#) – website provides you with information, tips and tools which can help you enhance your own wellbeing.

## **Financing Your Studies & Finding a Job after Graduation**

### **Financing Your Studies**

Securing your financial resources to cover your costs of living while studying at the UOulu is certainly important for the successful completion of RePIC.

## **Finding a Job in Oulu and around after Graduation**

In today's competitive global market, you need more than a strong academic qualification to achieve your potential as a graduate. That's why we give you countless opportunities to make the most of Oulu as an undergraduate student, to boost your employability and set yourself up for throughout your life.

Our career guidance services help you if you,

- Need help with questions relating to job seeking
- Need information about the labour market situation
- Need information about the integration of graduating students into working life
- Help with how to find thesis and traineeship placement opportunities

More info on Study Guidance:

<https://www oulu.fi/en/for-students/supporting-your-studies/career-counselling-and-employability-services>

More info on Career Centre:

<https://www oulu.fi/en/students/working-life/career-centre>

## 6.7 Studying at UniZG in Zagreb, Croatia



### The Town and its Region

The City of Zagreb, capital of Croatia, is the cultural, scientific, economic, political and administrative centre of the Republic of Croatia. With a population of nearly one million, Zagreb is home to almost a quarter of the entire population of Croatia. Over the centuries, the city was inhabited by people coming from all over Europe; and, in recent years, by people coming from different parts of Croatia, ensuring a rich cultural life. Zagreb is a safe city whose doors are always open.

Zagreb began as two settlements perched on neighboring hills, Gradec (today the Upper Town) and Kaptol. From this high ground, the city spread south into the valley known as Lower Town, across the river Sava. Both parts of the city are connected today by numerous roads and pedestrian paths from which one stands out in particular – the Zagreb funicular. This is the world's shortest cable railway used for public transport, and it has been connecting the Upper and Lower Towns since 1890.

Zagreb is a green city with pleasant weather. More than three quarters of the city consists of green areas – forests, fields, meadows, parks and natural areas. We are especially proud of our forested Mount Medvednica, which today has the status of a protected natural park, and of our river Sava, Maksimir park and of other natural areas.

Zagreb is a city of culture. Its theatres, museums, galleries and art collections are recording an increasing number of visitors. Amongst all the entertainment and cultural events held in the city every year, we are especially proud of the Advent in Zagreb project, which turns our city into a winter wonderland again and again. It won the award for best Christmas Market in Europe in 2016, 2017 and 2018.

We love to say that Zagreb is a city built on a human scale. The map shows Zagreb rooted well inland, but the Mediterranean breeze is never too away, especially in the way the city lives. Zagreb people love spending time outdoors, in the city's streets, we are crazy about drinking coffee and there are around 4,500 cafés and restaurants in Zagreb, which makes a ratio of one

café to every 175 people. More than 70,000 students enrolled in our institutions of higher education contribute to the city's vibrancy.

More information on the City of Zagreb and its history, culture, arts, events, gastronomy and other attractions can be found on the official website of the [Zagreb Tourist Board](#).

## **The University**

[The University of Zagreb](#) (1669) is the oldest and biggest university in South-Eastern Europe. As a comprehensive public Central European university, University of Zagreb offers education and research and in all scientific fields (arts, biomedicine, biotechnology, engineering, humanities, natural sciences, and social sciences) and a broad spectrum of courses at all study levels, from undergraduate to postgraduate. With 31 Faculties and 3 Art Academies it is the flagship educational institution in the country.

[List of the UniZG Constituent Units](#)

### **Practical Information:**

- Address: Trg Republike Hrvatske 14, 10 000 Zagreb
- Homepage: <http://www.unizg.hr/homepage/about-university>
- E-mail: [unic@unizg.hr](mailto:unic@unizg.hr)

## **RePIC Faculties and Fields**

### **The Faculty of Architecture**

The Faculty of Architecture is the oldest institution of higher education in Croatia combining instruction and research in the fields of architecture and urban design. It has celebrated 100 years of continuous architectural education in 2019. It has 860 students, over 100 teaching staff, four departments and 18 sections. Its departments are the Department of Architectural Design, Department of Urban and Physical Planning, Department of Architectural Technology and Building Science and Department of History and Theory of Architecture.

The faculty offers undergraduate, graduate and doctoral study programs. The undergraduate Bachelor level study programme lasts for 6 semesters, the graduate level Master study programme lasts for 4 semesters, and the doctoral study programme lasts for 6 semesters, all in the field of architecture and urban planning. The undergraduate programme is based on a balance of lectures and studios. The primary objective of the programme is to prepare students for professional careers in highly complex and demanding fields of contemporary architecture and urban planning and to assist them in developing a high level of excellence and intelligence required by young professionals these days. The faculty nourishes the scope and tradition of engineering knowledge and skills complemented by artistic principles and reflection as inherent features of the architectural design process. Students are directed towards a realistic, problem-solving approach but within a broader cultural and social framework. Students are offered a balance of theoretical knowledge and practical skills needed by numerous and varied disciplines and are permanently encouraged to develop their intellect and creativity. They are introduced to basic principles and methods of scientific research and stimulated to learn

through their own creative efforts in architectural design and urban planning. Most regular and elective courses are offered in English as well. Research is based on integral understanding of inventive and pragmatic demands that constitute architectural and urban planning issues. The approach to project development is based on comprehensive analyses of functional, technical, programmatic and contextual aspects of architectural typologies and different scales of urban planning to respond to society's needs. Research is directed towards a realistic, problem-solving approach within a broader cultural and social framework. Research studies include history of art and architecture, contemporary architectural theories, sustainability matters, means of architectural representation and recent investigations in architectural and urban design.

#### **Practical information:**

- Address: Fra Andrije Kačića Miošića street 26, City of Zagreb, postal code: 10000.
- Phone No.: +385 1 4639 222
- Web: <https://www.arhitekt.hr/en/>

#### **The Faculty of Law**

Founded in 1776, the Faculty of Law is one of the oldest institutions of the University of Zagreb. Being the largest law faculty in Croatia, the Faculty is leader of law education in the whole country. At the Faculty there are in total 240 employees, of which 167 professional and 73 administrative staff. It has in place over 120 Erasmus agreements with universities from and outside the EU and offers 80 courses in English language, which makes the faculty popular exchange destination among incoming students.

The organisational structure of the Faculty consists of the following 28 Departments:

Chair of General History of Law and State, Chair of Roman Law, Chair of General Theory of Law and State, Chair of Economics, Chair of Sociology, Chair of Constitutional Law, Chair of Criminal Law, Chair of European Public Law, Chair of Criminal Procedural Law, Chair of Civil Law, Chair of Family Law, Chair of Legal Informatics, Chair of Civil Procedural Law, Chair of

International Law, Chair of Financial Law and Financial Science, Chair of Administrative Science, Chair of Administrative Law, Chair of Private International Law, Chair of Commercial Law and Company Law, Chair of Maritime Law and General Transport Law, Chair of Labour and Social Security Law, Chair of Psychology, Chair of Social Work Sphere, Chair of Social Policy, Chair of Gerontology, Chair of Theory and Methods of Social Work, Chair of Foreign Languages



In addition, there are 2 study centres: Social Work Study Centre and the Study Centre of Public Administration and Public Finance as well as 6 Institutes: Institute of International and Comparative Law, Institute of Administrative and Political Sciences, Institute of Criminal Law Sciences, Criminology and Victimology, Institute of Commercial Law and the Law of International Trade, Economics and Finance, Institute of Civil Law Sciences and Family Law and the Institute of Legal History and Roman Law.

The Faculty offers the following programs:

- Integrated university level undergraduate and graduate study programme in Law: 5 years, 300 ECTS, degree: mag.iur.
- Postgraduate specialist study programs in law: 2 years, 120 ECTS
- Postgraduate doctoral study programs in Legal science: 3 years, 180 ECTS
- Undergraduate study programme in Social Work: 4 years
- Graduate study programme in social work
- Postgraduate specialist study programs in Social Work
- Postgraduate doctoral study programme in Legal sciences
- Undergraduate study of Public Administration: 3 years
- specialist graduate study programme of Public Administration: 2 years
- Undergraduate Tax study: 3 years

At the Faculty there are programs for legal practice education where the most important role has the legal Clinic within the Faculty of Law which opened its doors in October 2010. Also, many students are participating with their mentors at Moot Court Competitions (Moot Court Croatia; Price Media Law Moot Court; Willem C. Vis Arbitration Moot; Philip C. Jessup International Law Moot Court Competition; European Law Moot Court; Central and Eastern European Law Moot Court; ICC Moot Court Competition

We are very proud that the Faculty of Law is the coordinator on the university level for UNIC project headed by the Dean of the Faculty, prof.dr.sc. Ivan Koprić.

**Practical information:**

- Address: Trg Republike Hrvatske 14, postal code: 10000.
- Phone No.: +385 1 4564391
- W-mail: [imo@pravo.hr](mailto:imo@pravo.hr)
- Web: [www.pravo.unizg.hr](http://www.pravo.unizg.hr)

**Prior to your arrival: Preparing Your Stay at UniZG**

Before starting their studies at UniZG, all students are required to carry out preparations for their stay. Students are expected to proactively inform themselves concerning the necessary preparations and regulations in their individual case. Most importantly, students need to organise accommodation and apply for visa (non-EU international students only) for the whole duration of their stay. Please note that students are fully responsible to find accommodation &

organise the visa/residence permits. The visa application process and finding an accommodation can take some time. Students are advised to start both processes as soon as possible.

### **Entry Regulations (Visa)**

- EU/EEA citizens can enter Croatia with just a valid ID card (or passport) and then need to register at the Central police station if staying for more than 3 months to regulate the residence permit.
- Citizens of the USA, Australia, Canada, etc. (for full list visit [here](#)) can enter Croatia with a valid passport and then apply for the residence permit in Zagreb. Check with the Croatian embassy in your country of residence which documentation you will need for your application in Zagreb and make sure you take it along when coming to Zagreb.
- NON-EU/EEA citizens coming from a country that has a visa-regime with the Republic Croatia need to apply for a visa via the Croatian embassy in their home country before departing for Croatia.

The list of countries whose nationals need a visa to enter Croatia can be found at the pages of the Croatian Ministry of Foreign Affairs.

Visas CANNOT be applied for or extended in Croatia. Please contact the Croatian embassy in your country of residence for more information. You will receive an acceptance letter that covers some of the documentation needed for your visa application as soon as your complete application has been approved by the faculty/academy of the UniZG that will host you. The list of required documents can be found [here](#).

### **Accommodation**

Prior to arrival, international exchange students can choose between two housing options: living in student residence hall or private accommodation.

#### **1. Student Residences**

Exchange students coming to Zagreb may choose between organised accommodation in 3 student halls. Students that decide to take accommodation in student halls of residence need to apply it. The housing request form is a part of the general online application form for exchange students. As the number of beds available for exchange students is limited, vacancies will be determined on the "first-come, first-served" principle so Applying for accommodation in student halls does not guarantee success.

Due to the limited number of vacancies, only oversees students and students from countries with a visa regime with Croatia will be guaranteed accommodation in student hall of residence.

Students may choose between three (3) halls of residence - please click the link to access more information (brochure):

- STUDENT HALL OF RESIDENCE "DR. ANTE STARČEVIĆ"
- STUDENT HALL OF RESIDENCE "CVJETNO NASELJE"



- STUDENT HALL OF RESIDENCE "STJEPAN RADIĆ"

Please check the updated deadlines to apply for student accommodation.

## 2. Finding Accommodation on the Private Housing Market

As an alternative to the student residences, it is recommended to explore the housing opportunities offered on the private housing market. Rents vary greatly according to location, room size, facility etc. Overhead expenses are sometimes included in the price, and sometimes are paid by the consumer. Before choosing a flat, you might need to spend some time in a hostel. Therefore, we suggest youth hostels. In addition, it is highly recommended to get in touch on social media with other current or former UniZG students to exchange recommendations or even organise a room swap.

## Welcome and Orientation

To make it easier for new international students to start their studies, the UniZG International Office organises joint orientation days for new students before the beginning of each semester. Usually, welcome weeks are held one week before the start of the semester. During these days, important formalities for the start of studies are taken care of and counseling opportunities are offered. The welcome week incorporates diverse activities, such as guided tours through the historic-cultural city center of Zagreb, as well as academic lectures at the University on the topics of Croatian culture and heritage and the Croatian education system.

In addition, welcome days are also organised on faculty levels. Information about studying will also be provided in individual counselling sessions. Experience has shown that many students are more likely to ask questions in this environment than in larger group meetings.

## Enrollment Process & Registration at the City

### Enrollment Process at UniZG

To study at UniZG, you as an exchange student must enroll in the correct form and in due time.

### Nomination Procedure (Erasmus+ KA103/KA131 and bilateral student exchange):

- Home university nominates students for winter semester/academic year 2022/23 via Google form (click on the link). Nomination form will be open on March 1, 2022. Recommended nomination deadline is May 1, 2022. Please do not send nominations via email. For specific questions (not explained on the website) about the nomination or application process, please contact [incoming@unizg.hr](mailto:incoming@unizg.hr).
- Partner Universities are kindly requested to respect the NOMINATION DEADLINES which are as follows:
  - May 1st for the 1st / winter semester / academic year
  - November 1st for the 2nd / summer semester
- Your home university has to nominate you for your student exchange period and now you need to apply. Before applying, please make sure that you have been nominated by your

home University and that you have previously received an email from UniZG with the instructions on how to apply!

### **Application:**

- Nominated students need to submit their application in our online application portal (MoveON). Please apply here: [Online application](#) (text is the link) for the 1st (Winter) Semester 2022/23 or the full academic year 22/23 will be open from March 1 until May 15, 2022. The application portal is only intended for students who wish to apply for a study mobility exchange. Traineeships are arranged directly with the faculty/academy.
- All applicants are kindly requested to respect the APPLICATION DEADLINES which are as follows:
  - May 15th for the 1st / winter semester / academic year
  - November 10th for the 2nd / summer semester

### **Required documents which you need to enclose to your application form are:**

- CV (Croatian or English)
- The Learning Agreement (signed by the student and home institution, preferably checked by host faculty/academy). Obligatory before submitting: Students can only choose courses that are available at the faculty/academy.
- Grade Transcript
- Certificate of Enrolment
- Nomination Letter (if applicable - a formal nomination letter is not necessary for Erasmus+ KA103/KA131, upload of scanned nomination email sent by your university is OK)
- Copy of the ID card (both sides) / Passport (first page with the photo and personal data)
- Proof of English knowledge if you are following courses in English – B2 level (all kinds of certificate, from different language schools are accepted).

All the documents need to be in English. Please bear in mind that the online application through our website is mandatory and that any nominee who does not apply online will automatically be rejected.

### **Registration at the Tax Administration Office: Personal Identification Number**

According to Croatian law, every person who resides/works/studies in Croatia must obtain Personal Identification Number/PIN number (in Croatian OIB). The PIN number is issued by the Tax Administration in a process which can take a while (usually 2-3 weeks). In order to request your PIN before your arrival, you will need to do it online by filling the Application for the Determination and Assignment of the Personal identification Number form and the scanned copy of your Passport or Identity Card. Some of the faculties within the UniZG help students by requesting the PIN numbers instead of students so students should check first with host faculties if that is possible.

For more information, please look at the [Ministry of Finance Tax Administration](#).

## Campus Services & Student Life

### Campus Services at UniZG

ISVU (Information System of Higher Education Institutions) is a network-oriented modular information system and offer students different services: online exam application, online exam notification or obtaining certificates outside the working hours of student office. For registration AAI@EduHr is used and it provides simple, safe and reliable use of all resources of the AAI@EduHr system by using a unique electronic identity supplied to users by their host institution.

#### 1. Student restaurants & Cafeterias

Meals, cafe, refreshments, and cakes at affordable prices are served in student restaurants and cafeterias run by the UniZG Student Centre. Services and offerings may vary in over 20 restaurants at various locations in the city, usually within Faculties of the University. The biggest student restaurant is located in the Student Centre Savska 25. Every student must have a student identity card (“iksica”) in order to get meals at a reduced price. Before leaving the restaurant, a student must show his/her “iksica” to a cashier and pay for the meal. The Croatian Ministry of Science, Education and Sports allows a weekly subsidy to the following categories of exchange students (BA & MA level): Erasmus, CEEPUS, scholars of the Croatian national Agency for mobility and programmes of EU. All other categories of exchange students pay the full price of a meal.

#### 2. University Library

The National and University Library in Zagreb (Croatian: Nacionalna i sveučilišna knjižnica – NSK) is the Republic of Croatia’s central hub of learning. The library contains texts from throughout the rich history of the Croatian written word. It is a special place for many students and citizens, offering the perfect atmosphere for reading and research. After changing addresses several times since the beginning of the 17th century, in 1995 this academic institution finally moved into its present home: a modern building built to meet its needs. The library is constantly collecting new material, making it the national reference institution for the preservation of Croatian and international writing on culture, science, and education. It is student friendly library, popular for reading and learning.

For more information: <https://nsk.hr/en/>

In addition, there are also faculty libraries on each Faculty within the University where students can lend books, copy, and print and usually use computers.

### Student Life at UniZG

Being the biggest University in Croatia, UniZG offers students a wide variety of non-curricular activities alongside their studies. Students at UniZG can choose diverse cultural programs, language courses, sports activities, students organisations and many more.

For getting the better picture of what student life looks like in Zagreb, check our [promotional video](#) for international students.

### 1. Language Courses: Learn Croatian

You can get a lot more of your stay in Croatia if you know a little of the local language and the social codes. After all, Croatian is the language of the environment in which you are going to live and study and will be an important part of your life in Croatia. Even if your courses are in a foreign language, you should have at least the basic knowledge of Croatian for everyday use and administrative needs.

Where to learn Croatian? Croaticum – Centre for Croatian as a Second and Foreign Language is the oldest and largest institution engaged in teaching, research and description of Croatian as a second and foreign language. It is part of the UniZG [Department of Croatian Language and Literature](#) at the [Faculty of Humanities and Social Sciences](#). Croaticum offers different types of programmes: Semester Course of the Croatian Language and Culture, One-Month Course of the Croatian Language and Culture, Croaticum Summer, Autumn and Winter School of the Croatian Language and Culture, Specialised Intensive Course of the Croatian Language and Culture, Online AI course, Individual lessons in Croatian language and culture. For more information, feel free to contact the Centre:

University of Zagreb

Faculty of Humanities and Social Sciences, Department of Croatian Language and Literature  
Croaticum – Centre for Croatian as a Second and Foreign Language

Ivana Lučića 3, HR - 10000 Zagreb, Croatia

Web: <https://croaticum.ffzg.unizg.hr/>

Phone: +385 (1) 4092-068

e-mail: [croaticum@ffzg.hr](mailto:croaticum@ffzg.hr)

### 2. ESN Zagreb Activities

ESN Zagreb is a student organization which helps international students during their stay in Zagreb. They organise all kinds of different activities and programmes and the first one international students should know about is The Buddy Programme. The Buddy Programme aims to connect international students with one of the local students and volunteers who will help them get around Zagreb, be their tour guide or best friend during their stay.

If you wish to sign up for the Buddy Programme, you may do so through [PAPAYA](#) and join social media platforms with fellow Erasmus students that are already on their exchange in Zagreb or are soon arriving just to Zagreb.

### 3. UniZG Sport Services

All international students that want to take part in sports activities can do so by joining regular sports courses that are obligatory for regular students at the University in the first four semesters. The types of sport and activities range from aerobics to yoga, from fitness to ball sports and outdoor exercises. Contact the sports' teacher at the Faculty / Academy and start keeping yourself fit!

### General Counselling Offers at UniZG:

- Staff mobility support: <http://www.unizg.hr/homepage/international-exchange/staff-mobility/>

- International Degree Seeking Students information: <http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/international-degree-seeking-students/>
- Exchange Students Supporting Services: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/>
- Office for Students with Disabilities: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/office-for-students-with-disabilities>
- International Relations Office: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/international-relations-office/>
- Academic Advisers (contacts) at Faculties/Academies: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/academic-advisers-contacts-at-facultiesacademies/>
- Housing: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/housing/>
- ICT Services & Facilities: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/ict-services-facilities>
- Student Restaurants and Cafeterias: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/student-restaurants-and-cafeterias/>
- University Sports Services: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/university-sports-services/>
- Student's Health & Well-Being: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/students-health-and-well-being/>
- Student Organizations: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/student-organizations/>
- Student Counselling and Support Centre: <http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/student-counselling-and-support-services/>

## **Student Card & Transportation**

### **1. UniZG Student ID Card**

Upon their arrival, exchange students receive their personal UniZG student ID card which we call "X-Card" (in Croatian "iksica"), together with other enrollment documents. The UniZG student ID card holds personal information, such as a photo of the student, student's name and matriculation number.

The student ID card holds a chip enabling it to use it for several service functions, such as payment at the university cafeterias, borrow books at the library, get some discounts etc.

Please note:

- The student card is issued by the faculty/academy where students enroll.

- The UniZG student ID card is not an official identification document recognized by the Croatian state authorities.

## 2. Public Transportation

There are three ways of public transportation – trams, buses and city railway. They operate all day (every few minutes) and night (every hour). Tickets can be bought on board (6 kn) or at newsstands (4 kn). Make sure that you validate your ticket once you board: a non-validated ticket is as good as no ticket at all! Monthly or annual tickets can also be bought in ZET (Zagreb Electric Tram) offices at a reduced price ([www.zet.hr](http://www.zet.hr)). For a monthly/annual ticket you will need to fill in a ZET-form, stamp it at the faculty/academy you work or are affiliated to. Then you will need to go to the central office of the Zagreb Electric Trams in Ozaljska 105, HR-10000 Zagreb – end tram station called LJUBLJANICA. There you will purchase a pass (30 kn, approx. 4 EUR + photo) and every month you will buy a ticket for 360 kn, approx. 48 EUR. This monthly ticket enables you to use all buses and trams in the area of the city of Zagreb.

## Services for Students with Special Needs

The [Office for Students with Disabilities](#) is a university reference centre that offers support to students with disabilities with the aim of providing equal opportunities and improving the quality of their education. The Office is intended for all students who, due to an illness or disability, experience difficulties in conducting everyday academic activities (students with visual or hearing impairments, motor disabilities, chronic illnesses, mental disorders and illness, specific learning difficulties such as dyslexia, dysgraphia and ADHD and other health issues and impairments that might affect the course of their education).

Important roles at the Office are played by:

- Coordinators for students with disabilities – teachers appointed at each of the University’s constituent units (faculties/academies): contact-persons that students can turn to in relation to their right to have courses or exams adjusted to their needs, and for any other issues related to students with disabilities.
- Coordination for students with disabilities – student representatives appointed at each of the University’s constituent units, who are tasked with presenting needs, proposing activities and evaluating actions that have been implemented.

For more information, feel free to contact the Office on the following address:

- Address: Office for Students with Disabilities University of Zagreb, SN „Stjepan Radić“, Jarunska 2, Building number 12, ground floor
- E-mail: [uredssi@unizg.hr](mailto:uredssi@unizg.hr)
- Phone: +385 1 456 44 05; +385 99 4593 578

## Health Insurance & Medical Services

### Health Insurance

All exchange students must have health insurance during their stay in Croatia.

- All EU/EAA students need to bring their European health insurance card to Croatia as it will be valid.
- All non-EU/EAA exchange students are required to take out a travel medical insurance that is valid during the entire period spent in Croatia. The ensured cover must be at least 30.000 EUR and include repatriation for medical reasons, urgent medical care and/or emergency treatment in a hospital. Student will need to submit a proof of medical insurance upon arrival to Zagreb, Croatia when applying for the first temporary permit.
- Students coming from Bosnia and Hercegovina, Montenegro and Serbia that have health insurance with their national health insurance provider in the home country may take out a proof of health insurance from the home country and exchange it for insurance policy from the Croatian national health insurance provider, so-called “bolesnički list”.

Upon arrival to Zagreb students will report to the Croatian Health Insurance Fund (Hrvatski zavod za zdravstveno osiguranje – HZZO) and submit a proof of health insurance from the home country insurance provider at the address: Branimirova 37, Odjel za međunarodnu suradnju / Department for international cooperation. The HZZO will issue a document that enables exchange students to use the health services within the Croatian health system. The document is issued without additional charges.

### **Doctors**

Make sure to have a valid health insurance during your study period in Zagreb. If you have an EU citizenship, you should have a European Health Insurance Card. You may also have an international health insurance scheme, in which case you will need to pay for the examination when you visit a doctor and afterwards you can be refunded from your insurance company for the medical costs that incurred. Detailed information is to be found on the website of the [Croatian Health Insurance Fund](#).

In case you have health issues, please contact the following address:

MULTIDISCIPLINARY COUNSELING SERVICE

School of Medicine Centre for Health Activity

Šalata Street 4 (ground floor-left)

10 000 Zagreb

Phone (01/4590297)

E-mail: [studamb@mef.hr](mailto:studamb@mef.hr)

### **Emergency Numbers**

In case of emergency, you can call the following number (24/7 availability):

- In emergencies for which an ambulance is needed dial 112!
- 112 is the emergency number for fire, ambulance, and police. You will be asked to explain what has happened, where it has happened and from which number you are calling.
- Emergency Medical Assistance Institute: If it is a weekend / holiday, you should go to the EMERGENCY MEDICAL ASSISTANCE INSTITUTE located in Heinzlova 88. This

hospital receives accident victims and patients with sudden, serious illnesses 24-hours a day.

## Financing Your Studies & Finding a Job After Graduation

### Financing Your Studies

Securing your financial resources to cover your costs of living while studying at UniZG is of certainly important for the successful completion of RePIC. Apart from using your savings, there are other ways to finance your studies in Zagreb, so we highly recommend checking on offered scholarships and grants, including contacting national embassies in Croatia to check if there is any possibility.

#### Estimated monthly living expenses:

Student living expenses will vary according to individual needs and the ability to budget and manage finances. In particular, if you want to travel a lot and take full advantage of the available cultural and social opportunities, expenses will be higher. The estimates below are therefore only a very general guide.

Food	135 EUR/month
Rented room and Utilities (water, electricity, heating, phone)	200 EUR/month
Transportation	15 EUR/month
Books	55 EUR/month
Miscellaneous	108 EUR/month
TOTAL	approx. 520EUR/month

This is only a rough estimate, and students may spend more or less than these amounts.

### Finding a Job in Zagreb and around after Graduation

UniZG strongly supports the work of its Career Service in order to prepare students in the best possible way for a smooth transition onto their future career. The university is increasingly working to connect the academic community with the labour market, where alumni network plays a major role. Career Days is very popular event among students that provide workshops on curriculum development, preparation for interview, organise short presentations with employers. According to the same principle, faculties are organizing the same event on the faculty level.

“Career Speed Dating” is a specific format in which circular short interviews of students with potential employers are organised, with aim of either hiring students or acquiring their first experiences in job talks.



## 6.8 Studying at UDeusto in Bilbao, Spain



### The Town and its Region

Bilbao is the industrial and financial capital of the Basque Country. It was founded by Don Diego López de Haro on 15 June 1300. Bilbao is a city of contrasts. It changes from the green of its parks to the grey of its buildings, from the narrow streets of the Old Town to the wide avenues, from the classicism of the Fine Arts Museum to the innovative style of the contemporary art of the Guggenheim Museum, from the popular atmosphere to the evening performances in the Arriaga Theatre and in the Congress and Concert Hall. Bilbao is a cosmopolitan city, open to Europe. Despite its industrial character, the lively rhythm of the city and the warm-hearted welcome of its inhabitants make it a place where students find they feel quickly integrated.

At present, business, leisure, and culture are seen as symbols of the new city. The estuary, which in times past was the commercial and industrial axis of the city, is now seen as the cultural artery. The construction of the Guggenheim Museum of Bilbao in the old port area, across the river from the university, has served to revitalise the city, thus motivating an important influx of tourists both on a national, as well as an international scale. The Euskalduna Congress and Concert Hall, which is built in the shape of a ship, is faithful to the memory of the old shipbuilding site upon which it stands. The beauty of the landscape and natural surroundings makes the Basque Country an ideal environment for excursions and travelling, both along the coast and inland.

The *Palacio de Congresos y de la Música Euskalduna*, the new Iberdrola tower by Cesar Pelli and the new facilities of the Bilbao Exhibition Centre (in the nearby town of Barakaldo) are exponents of another important type of tourism, commercial and business, which have characterised Bilbao's international flair.

Bilbao is 20 minutes by metro from Ereaga beach and 30 from Arrietara, Arabiribil and Sopelana beach. By metro, you can even reach the fishing village of Plentzia. On the other hand, the beauty of the landscape and nature makes the Basque Country a suitable

environment for excursions and trips both along the coast and inland. There are, throughout the year, cultural and artistic offerings that range from rock caves and artistic monuments to art galleries, theatrical and musical performances, summer courses, etc.

As an expression of Basque culture and its spirit, we must not forget the manifestations of traditional culture such as pilgrimages and popular festivals, Basque sports, traditional folklore, etc. It is worth highlighting Bilbao's Big Week (*Aste Nagusia*), which is celebrated for nine days starting on August 15. It is essential to also make a special mention of the gastronomy of the Basque Country, famous for establishing a culinary school. The excellent food and native drinks such as *Txakoli* are in themselves a very special attraction.

## The University

[The University of Deusto](#) (UDEusto) was inaugurated in 1886. The concerns and cultural interest of the Basque Country in having their own university, as well as the interest of the Jesuits in establishing higher studies in some part of the Spanish State coincided in its conception. Bilbao, a seaport and commercial city which was undergoing considerable industrial growth during that era, was chosen as the ideal location. The central headquarters of the University of Deusto is located on the opposite side of the estuary, facing the Guggenheim Museum. In 1916, the "Universidad Comercial de Deusto" received a group of students who would be the first graduates in Economic Sciences in Spain, 25 years before this degree was officially recognised.

In 1963, the Institute of University and Technical Studies of Gipuzkoa in San Sebastian was formed by the integration of three already-existing entities. This institute, years later, would form a part of the University of Deusto. Therefore, the University has two campuses, in the two coastal capitals of the Basque Country: Bilbao and San Sebastian.



Beyond individual projects and research which is coordinated from chairs such as Law and the Human Genome, Leisure and Disabilities, there is a clear option for the social topics of interdependency, distribution of resources, migration, human rights, development, poverty and environment, ethics and society at the university. Studies on cultural identity (individual and collective), and European integration processes are being carried out by various international research groups.

The University of Deusto is striving for internationalisation, without excluding other regions, and demonstrates a clear commitment to Europe and Latin America, having signed agreements with more than 200 universities. Approximately 1,300 students and 50 professors take part in mobility programmes. The faculties, institutes and schools are also involved in intensive programmes, European modules and joint curricular designs at various levels, as they participate in cross-border activities, integrated languages, ODL and Leonardo programmes.

## **The Faculty of Social and Human Sciences**

[The Faculty of Social and Human Sciences](#) was officially founded in 2009, established through the merger of 17 academic centres:

- Faculty of Arts (Bilbao)
- Philosophy Department at the Faculty of Philosophy and Education (Bilbao)
- Faculty of Political Science and Sociology (Bilbao)
- Faculty of Humanities (San Sebastian)
- School of Social Work (Bilbao)
- School of Social Work (San Sebastian)
- School of Tourism (Bilbao)
- School of Tourism (San Sebastian)
- School of Executive Secretarial Studies (Bilbao)
- Euskal Irakasletoa
- Language Centre
- International Centre for Spanish
- The Pedro Arrupe Institute of Human Rights
- Institute of Leisure Studies
- Institute of Basque Studies
- Institute of European Studies
- Centre for Applied Ethics

In 2009, the experience of all these centres became merged in a new project, the Faculty of Social and Human Sciences. Acknowledging and feeling this entire legacy as its own, the Faculty of Social and Human Sciences was born to take advantage of synergies and address the new challenges faced by universities: the construction of the European higher education area, learning and teaching innovation embodied in "UD's Education Model", a culture of quality, organisational innovation, the continuation of the internationalisation process, research excellence and a renewed impetus to knowledge generation and transfer.

UDEusto provides society with a scientific analysis of the transformations of our time and a project geared towards the all-embracing education of individuals committed to social justice. Within this framework, the Faculty of Social and Human Sciences focuses on the differing impact of change processes on individuals, their lives, and cultures. Likewise, it is particularly committed to Basque society and culture. Our projects are critically developed with the aim of serving justice based on the principles of internationalisation, interdisciplinarity and interculturality.

The Faculty of Social and Human Sciences is currently UDEusto's largest faculty, both in terms of staff numbers and courses offered as well as number of students. Based on two campuses, one in Bilbao and the other in San Sebastian, this faculty features UDEusto's largest range of scientific disciplines and academic centres. At present, the Faculty of Social and Human Sciences conducts approximately 30 % of UDEusto's total academic activity.

The Faculty has its own internal structures, which operate with a significant degree of autonomy, including five departments with their respective departmental areas, which are in charge of teaching, mainly at an undergraduate level, and research related to the subject areas in question:

- Communication Department (San Sebastian campus)
- Humanities and International Relations Department (Bilbao campus)
- Modern Languages and Basque Studies Department (Bilbao campus)
- Social Work and Sociology Department: Social Work (Bilbao and San Sebastian campus)
- Tourism Department (Bilbao and San Sebastian campus)



## Prior to your arrival: Preparing Your Stay at UDEusto

### Get to know each other

Once you set up your OpenDeusto account, you will be able to access the online platform ([here](#)) for you to interact with each other prior to your arrival. If you have not set up your OpenDeusto account and if you are eligible to do so, please do it through [id.deusto.es](http://id.deusto.es).

### Airport Arrival Information

Loiu airport is about a 15-minute drive from the University and has a bus service. The A3247 bus route will get you in town for approximately 3 EUR. Taxis are located just outside the terminal, facing the arrivals level, and the price to downtown Bilbao is approximately around 24-29 EUR. The airport in Santander is also one hour from Bilbao. More information [here](#).

## How to get to the campus

The central location of our campus in Bilbao will allow you to choose how to get to the University. There are several bridges that connect the University with the centre of Bilbao if you want to walk, but the University has several car parks both on campus and in Plaza Euskadi, located about 5 minutes from the University. You will also find metro or tram stops just a few minutes from campus. Locate the campus [here](#).

## Buddy Programme

The UDeusto Buddy Programme gives the opportunity to their students to interact between local and international students. Through this programme students will be able to meet people from Bilbao, get their support and foster mutual contribution. This way, you will make the best of your university experience; your university experience will grow as well as your global skills and background. More information [here](#).

## Climate

The Basque Country has an oceanic type of climate, humid on the coast and continental in land. The temperatures are mild throughout the year, with more frequent rain, during spring and autumn. The average temperature is 20 °C in summer and 8 °C in winter. For beach goers, the average water temperature ranges from 9 °C to 13 °C in the winter months and 19 °C to 22 °C during the summer.

## Basque Language (Euskara)

Learning just a few basic Basque phrases – or individual words – can even take your trip from *ona* (good), to *ezinhobea* (great)! Basque is one of the oldest European languages still in use and that is why language historians have found it difficult to pinpoint where it came from. You should try out a few of these Basque phrases and words during your stay in Bilbao:

- *Kaixo* - hello
- *Agur* - goodbye
- *Eskerrik asko* - thank you
- *Ez horregatik* - you're welcome
- *Barkatu* - excuse me
- *On egin* - enjoy your meal
- *Topa* - cheers!
- *Zer moduz?* - How are you?
- *Oso ondo* - very good
- *Bai/Ez* - yes/no

## Entry Regulations (Visa)

If you are not an EU citizen, and you do not have a residence permit, valid for your entire stay in Spain, from another EU country, you will need to apply for a Study Visa. The application is submitted personally at the Spanish Embassy close to your home, or in the EU country where

you reside. Visas can only be requested in the country of which the person is a national of or in the country in which the person has legal residence.

More information on Migratory Procedures for foreign students:

<https://www.deusto.es/en/home/international/international-students/physical-mobility>

## Accommodation

The Student Services office offers accommodation and orientation services, information on student activities, advice and guidance on university related issues and a number of other services. [More information](#)

Click [here](#) to find out how to apply for accommodation.

## Deusto Hall of Residence

Colegio Mayor Deusto is a residence hall of the Jesuit Order, open both to UDeusto students and to University of the Basque Country students. the Residence Hall aspiration is to guide students in the spirit of responsibility by creating study habits, while they are at the University.

The School also provides additional training through the active participation of students in the centre.

Further information:

Colegio Mayor Deusto- Deusto Ikastetxe Nagusia

Camino Ugasko 7 - 48014 Bilbao

Tlf.: 944 759 200.

Fax: 94 476 29 56

[colegio.mayor@deusto.es](mailto:colegio.mayor@deusto.es)

[www.colegiomayor.deusto.es](http://www.colegiomayor.deusto.es)

## Rates and terms for international students

### 1. Accommodation and Mode of Payment:

Payment includes:

- Accommodation: Individual room (en-suite bathroom, Internet connection, telephone and piped music); a complete set of bed linen and towels; use of common rooms (TV, music, study, fine arts, cafeteria, games room, etc.) and the use of sports facilities (football field, basketball court, five-a-side football, squash court) and gym (weightlifting room, gym room and multifunctional training). There is also a laundry available for residents.
- Full board: All meals are self-service: breakfast, lunch, and dinner.

**For one-month stays or longer:** Seven-day, full-board accommodation, from Monday to Sunday the price is 38.48 EUR/day (plus 10 % VAT), only applicable to individual rooms. This rate requires continuous stay without interruption, except for specified holiday periods, where payment will include the last and first working days of Hall operation. In exceptional circumstances, the Residence Hall reserves the right to change fees.

**Price for less than one-month stay (plus 10% VAT):**

- Bed + Breakfast (B&B): Single room: 43.49 EUR / Double room: EUR65,25
- Half Board (H. B.): Single room: 46.76 EUR / Double room: 69.94 EUR (includes Breakfast + Dinner. No lunch)
- Full Board (F. B.): Single room: 51.11 EUR / Double room: 80.86 EUR

Price per person and day for a single room. In the case of double rooms, the fee is per room

**Shared Flat and Homestay Accommodation**

This service is free for UDeusto students and only UDeusto students are eligible. The University looks to foster this type of living arrangements and follow up on the level of satisfaction.

Minimum stay:

- Full Year: from the end of August/beginning of September till June.
- 1st Academic Semester: from the end of August/beginning of September till January.
- 2nd Academic Semester: from February till June

Deadline for submitting housing applications:

- 1st semester: May 15 for exchange students, June 15 for University of Deusto official students
- 2nd Semester: November 15 for exchange students and for University of Deusto official students.

Further information:

Avda. de las Universidades 24  
48007 - Bilbao  
944 139 337  
[acogida@deusto.es](mailto:acogida@deusto.es)

**Municipal Housing – Solidarity Youth**

- The Bilbao Municipal Housing Programme for Youth Solidarity offers low rent flats (for 10 people) in the neighbourhoods of Otxarkoaga and Bilbao La Vieja for students enrolled in a postgraduate degree programme at the University of Deusto in return for involvement in community social activities (4 hours a week).
- Length of stay: A complete academic year.
- Deadline for submission of applications: September 10

Further information:

Avda. de las Universidades 24  
48007 - Bilbao  
944 139 337

[acogida@deusto.es](mailto:acogida@deusto.es)

### **Other accommodation choices**

Find below some general links about accommodation in Bilbao, which can be directly booked by you:

### **Solidary Accommodation**

[KUVU: Programa de Convivencia](#)

[Bizikideak: apoyo mutuo entre jóvenes migrantes y jóvenes universitarios](#)

### **Residences:**

[Atalaia Claret](#)

[Bidealde](#)

[María Inmaculada Bilbao Residence](#)

[Micampus Residence](#)

[Miguel de Unamuno Residence Hall](#)

[Nuestra Señora del Rosario Residence](#)

[RESA Blas de Otero Residence](#)

[RESA San Mamés Residence](#)

[Santísima Trinidad Residence](#)

### **Youth Hostels, Hostels and Guesthouses:**

[All Iron Hostel](#)

[Bilbao Akelarre Hostel](#)

[Bilbao Central Hostel](#)

[Bilbao Hostel](#)

[BBK Bilbao Good Hostel](#)

[Ganbara Hostel](#)

[Moon Hostel Bio](#)

[Pil Pil Hostel](#)

[Poshtel Bilbao](#)

### **Flats and Apartments:**

[Atxuri Apartments](#)

[airbnb Bilbao](#)

[Badi Marketplace](#)

[Edificio Santiago Apartments](#)

[Erasmusu Bilbao](#)

[Habitacion](#)

[Holidu](#)

[Hometogo](#)



[Mendialai](#)  
[Spotahome](#)  
[Uniplaces](#)  
[Wimdu](#)

## **Welcome and Orientation**

We want students to enjoy their time at UDeusto and help them achieve all the goals they have set for this period of their life. The University offers students several resources through the Student Support and Guidance Service for this purpose.

Studying at university can be a very satisfactory and stimulating experience. Students will have the opportunity to learn about many things they are interested in; make new friends; know other points of view; have new experiences and set new personal and career goals that will shape your future.

However, adapting to the university environment may also present challenges such as forming part of new groups, learning to handle the workload, fulfilling the demands of each subject or developing good study habits.

Students' personal motivation and effort will be key to adapting and achieving the best possible results. And the Student Guidance and Support Service will offer them different resources that will help them to make the most of their time at the University.

## **What is the Student Guidance and Support Service?**

A resource for students which aims to help achieve the best possible academic results and boost the student's development as a person and future professional.

Services available to students:

- A **tutor** who will assist you throughout your university years.
- **Face to face workshops** and **online resources** that can help you to make the most of your time and adapt your habits to student life.
- **Psychopedagogical and psychological services**, staffed by professionals who are equipped to help you overcome any academic or personal difficulties.

## **Who makes up the University Guidance Service?**

The service is formed by a team of psychologists and teachers whose aim is to provide resources for Bachelor's and postgraduate students who have queries, make the most of their university stay, promoting both their personal and professional development.

The Student Support and Guidance Service also offers a Psychology Service that is open to students who encounter learning difficulties or simply think that "something's not going well" and do not know how to solve it.

Students can contact the Psychology Service, for instance, if they have a fear of public speaking that keeps them from fully participating in class, if they become overly anxious during exams

or presentations, if they have problems concentrating or tend to procrastinate and leave their assignments until the last minute or have problems in relationships with their classmates, etc.

For more information or to make an appointment with a member of the Student Support and Guidance Service, contact us at:

- [consulta.psi@deusto.es](mailto:consulta.psi@deusto.es) (Bilbao Campus)
- [sou.donosti@deusto.es](mailto:sou.donosti@deusto.es) (San Sebastian Campus)

This service is free of charge and any information you share with us will be treated with the utmost confidentiality. For more complex situations that are affecting your personal life, such as constant anxiety, depression, bereavement, panic attacks, internal conflicts, etc.; you can arrange an appointment at [DeustoPsych](#) (the University's psychology consultation service).

## **Enrolment Process & Registration at the City**

### **Enrollment Process at UDeusto**

This process depends on how the international student accesses the University of Deusto (exchange, free mover, international student...). In any case, both the International Relations Office and our General Secretariat will assist students with all enrollment procedures.

### **Registration at the City of Bilbao**

Registration at the city is highly recommended. The International Relations Office, through its Welcoming Service will provide international students with practical information about this issue upon their arrival.

## **Campus Services & Student Life**

### **Campus Services at UDeusto**

Library, Bookshop, Cafeteria and Restaurants, Sports facilities and University Services.

### **Library - CRAI**

It houses close to one million volumes and offers a thousand places for individual researchers/students, as well as multiple seminar rooms for teamwork and group debate. The building has 10 floors and is furnished with the following facilities: reading rooms, collections, a mediatech archive, a café, a car park and the latest technological equipment.

Monday-Friday: 8.15 a.m. to 9.30 p.m.

Saturdays and July and August: 8-15 a.m. to 2.45 p.m.

### **DeustuSare**

DeustuSare is a blog for students to offer or demand services such as childcare, private language lessons, eldercare, disabled people support or exchanges. For further information, please contact [accionsocial@deusto.es](mailto:accionsocial@deusto.es)

## Student Life at UDeusto

### Student Services

- **Accommodation and Welcome Service:** The Accommodation and Welcome Service will also support students with any legal procedure and guide them through the visa application process, if needed, as well as help you arrange private insurance for your stay.
- **Social Action and inclusion:** This Service assists students who have social, family, or personal issues that may affect their studies. The objective of this service is to improve students' quality of life at this Institution through special attention to those who have specific problems, special needs or are in situations of disadvantage.
- **Health Care:** The service's main purpose is the promotion of health, focusing on prevention, care and attention of the UDeusto students. You will find advice, campaigns and health programs, pharmacy, and nursing consultation.

### Student Card & Transportation

#### UD Student Card

All UDeusto students have a Student Card. It is used to

- Identify yourself when needed (General Secretariat, exams...)
- Access the parking and some laboratories
- Access CRAI - Library (book loans, computer loans, book working rooms...)
- Access DeustoFit Gym
- Access the parking in Plaza Euskadi
- Discounts in restaurants, museums, cinema ...

#### Services for Students with Special Needs

The [Social Action and Inclusion Service](#) assists students who have social, family, or personal issues that may affect their studies. The objective of this service is to improve students' quality of life at this Institution through special attention to those who have specific problems, special needs or are in situations of disadvantage.

### Health Insurance & Medical Services

#### Health Matters

European citizens holding a European Health Insurance Card can use public health care facilities and benefit from the services offered at no additional cost. However, all students, European and on-European citizens, should have arranged a private insurance policy according to the indications provided in the Welcome Letter and we suggest that you get in touch with the Insurance Company so that you know how to go about seeking medical assistance.

## **Financing Your Studies & Finding a Job After Graduation**

### **Financing Your Studies**

#### **Cost of Living**

The expected budget for your first month in Spain is approx. 1,060 EUR. This would include:

- First month's rent: 350 EUR
- Rent deposit (returned at the end): 350 EUR
- Mobile phone SIM card (optional): 20 EUR
- Monthly transportation pass (optional): 30 EUR
- Internet service (optional): 60 EUR
- Supermarket food: 250 EUR

More information: <https://www.deusto.es/en/home/study/scholarships-grants>

#### **Finding a Job in Bilbao and around after Graduation**

Deusto Alumni has collaboration agreements and programmes with several entities to promote internships here and in other countries. In some cases, these first experiences mean direct access to the first job.

#### **Campus Bilbao**

Deusto Alumni Avda. de las Universidades 2448007 Bilba

944 139 351

[alumni@deusto.es](mailto:alumni@deusto.es)

#### **Campus San Sebastián**

Deusto Alumni Camino de Mundaiz 5020012 San Sebastián

943 326 202

[alumniss@deusto.es](mailto:alumniss@deusto.es)

#### **Careers advice**

Deusto Alumni offers final year students a number of programmes to assist them in finding a job and attain their professional development goals.