

STUDENT HANDBOOK
For the Joint Master's Programme
Superdiversity in Education, Organisations and Society
(SEOS)

jointly delivered by:

Ruhr University Bochum, Germany
University College Cork, Ireland
University of Deusto, Bilbao, Spain
Erasmus University Rotterdam, Netherlands
Koç University, Istanbul, Turkey
University of Oulu, Finland
University of Zagreb, Croatia



Preliminary Version, September 2025

Content

1. Welcome!	4
2. Purpose of this Handbook	4
3. The Joint Master programme Superdiversity in Education, Organisations and Society (SEOS)	5
<i>Relevance of this master programme</i>	6
<i>Combining academic excellence and societal impact</i>	7
4. Programme Description	7
<i>Semester and Mobility Structure</i>	8
<i>Programme Aims</i>	16
<i>Learning Outcomes</i>	16
5. Becoming a Student in the SEOS Master Programme	17
<i>Student Application, Selection and Admission</i>	17
6. Being a Student in the SEOS Master Programme	21
<i>Buddy and Orientation Programmes</i>	21
<i>Student Representation</i>	22
<i>Performance Monitoring</i>	22
<i>Final Degree and Joint Recognition</i>	24
<i>Securing Your Place in the SEOS Programme</i>	24
<i>General Conduct and Behaviour</i>	25
<i>Complaints</i>	25
<i>Transferring or Withdrawing</i>	25
<i>SEOS Governance Structure</i>	26
<i>Thesis</i>	27
7. After Graduation	27
<i>How to Find an Appropriate Job</i>	27
8. Studying at the SEOS Universities	28
a. Studying at RUB in Bochum	28
<i>The Town and its Region</i>	28
<i>The University</i>	29
<i>Prior to your arrival: Preparing Your Stay at RUB</i>	29
<i>Enrolment Process & Registration at the City</i>	32
<i>Campus Services & Student Life</i>	34
<i>Health Insurance & Medical Services</i>	40
<i>Financing Your Studies & Finding a Job After Graduation</i>	41
b. Studying at UCC in Cork	42

<i>The Town and its Region</i>	<i>42</i>
<i>The University.....</i>	<i>43</i>
<i>Prior to your arrival: Preparing Your Stay at UCC.....</i>	<i>44</i>
<i>Enrolment Process & Registration at the City.....</i>	<i>45</i>
<i>Campus Services & Student Life.....</i>	<i>45</i>
<i>Health Insurance & Medical Services.....</i>	<i>49</i>
<i>Financing Your Studies & Finding a Job After Graduation</i>	<i>49</i>
c. Studying at EUR in Rotterdam	50
<i>The Town and its Region</i>	<i>50</i>
<i>The University.....</i>	<i>52</i>
<i>Prior to your arrival: Preparing Your Stay at EUR.....</i>	<i>53</i>
<i>Enrolment Process & Registration at the City.....</i>	<i>56</i>
<i>Campus Services & Student Life.....</i>	<i>59</i>
<i>Health Insurance & Medical Services.....</i>	<i>63</i>
<i>Financing Your Studies & Finding a Job After Graduation</i>	<i>63</i>
d. Studying at KU in Istanbul	65
<i>The Town and its Region</i>	<i>65</i>
<i>The University.....</i>	<i>65</i>
<i>Prior to your arrival: Preparing Your Stay at KU.....</i>	<i>66</i>
<i>Enrolment Process & Registration at the City.....</i>	<i>68</i>
<i>Campus Services & Student Life.....</i>	<i>69</i>
<i>Health Insurance & Medical Services</i>	<i>73</i>
<i>Financing Your Studies & Finding a Job After Graduation</i>	<i>74</i>
e. Studying at UOulu in Oulu.....	75
<i>The Town and its Region</i>	<i>75</i>
<i>The University.....</i>	<i>76</i>
<i>Prior to your arrival: Preparing Your Stay at UOulu</i>	<i>77</i>
<i>Enrolment Process & Registration at the City.....</i>	<i>78</i>
<i>Campus Services & Student Life.....</i>	<i>80</i>
<i>Health Insurance & Medical Services.....</i>	<i>83</i>
<i>Financing Your Studies & Finding a Job After Graduation</i>	<i>85</i>
f. Studying at UniZG in Zagreb	85
<i>The Town and its Region</i>	<i>85</i>
<i>The University.....</i>	<i>86</i>
<i>Prior to your arrival: Preparing Your Stay at UniZG</i>	<i>87</i>
<i>Enrolment Process & Registration at the City.....</i>	<i>88</i>
<i>Campus Services & Student Life.....</i>	<i>90</i>

<i>Health Insurance & Medical Services.....</i>	<i>94</i>
<i>Financing Your Studies & Finding a Job After Graduation</i>	<i>95</i>
g. Studying at UD in Bilbao.....	96
<i>The Town and its Region</i>	<i>96</i>
<i>The University.....</i>	<i>97</i>
<i>Prior to your arrival: Preparing Your Stay at UDeusto</i>	<i>98</i>
<i>Enrolment Process & Registration at the City.....</i>	<i>104</i>
<i>Campus Services & Student Life.....</i>	<i>104</i>
<i>Health Insurance & Medical Services</i>	<i>106</i>
<i>Financing Your Studies & Finding a Job After Graduation</i>	<i>106</i>

1. Welcome!

Welcome to the Joint master's degree **"Superdiversity in Education, Organisations and Society" (SEOS)**. This is an inter-university, multidisciplinary postgraduate programme at master's level, jointly offered by Ruhr-Universität Bochum (Germany), University College Cork (Ireland), Universidad de Deusto (Spain), Erasmus Universiteit Rotterdam (the Netherlands), Koç University (Turkey), University of Oulu (Finland), and the University of Zagreb (Croatia). The SEOS programme provides high quality academic education and professional competencies for excellent international and local students who are eager to specialize in themes related to superdiversity in educational research, organization and management studies and/or the social sciences. The programme also builds bridges into further fields of research related to specific domains of diversity (e.g. race, class, gender, disability) as well as to neighbouring disciplines, e.g., Non-Profit-Management, Urban Studies, Political Sciences, Social and Cultural Anthropology, Cultural Studies, Media Studies, Communication Science, Intercultural Communication.

2. Purpose of this Handbook

The purpose of this handbook is to explain how the Joint Master of Arts "Superdiversity in Education, Organisations and Society" (SEOS) works and what you can expect from it.

This handbook offers orientation right before and during your studies and helps you settle into SEOS's academic life. The handbook outlines what you can expect at each stage of your studies, the resources available, the structure and staffing at each university and the procedures for dealing with any problems you may encounter.

Please read this handbook carefully and consult it regularly, as it helps you to familiarise with the regulations and procedures. (Disclaimer: This handbook is not a legal document.) Students who are uncertain about the information in this handbook should ask their SEOS Local Coordinator, the Programme Coordinator, or contact any of the staff involved. Please also check the SEOS programme website regularly for updates and contact details.

Kindly also note that the Consortium is dedicated to constant improvement of the programme and its content. Therefore, information given in this handbook is subject to change.

We hope you will find your time as a member of SEOS and of the postgraduate community at each of its Partner Universities inspiring, rewarding and enjoyable!

3. The Joint Master programme Superdiversity in Education, Organisations and Society (SEOS)

Ruhr University Bochum (RUB; Germany), University College Cork (UCC; Ireland), University of Deusto (UDEusto; Spain), Erasmus University Rotterdam (EUR; the Netherlands), Koç University (KU; Turkey), University of Oulu (UOulu; Finland), and the University of Zagreb (UniZG; Croatia) are all members of the European University network UNIC – The University of Post- Industrial Cities.



Figure 1: SEOS partner institutions

The UNIC network is devoted to promoting cross-border cooperation in research, teaching and transfer between its members by means of sharing educational resources and by enhancing the international mobility of students, faculty members, and administrative staff. As a result of intensive cooperation between all members of the consortium, the joint Master programme “Superdiversity in Education, Organisations and Society” (SEOS) was developed and implemented.

All participating universities in the SEOS programme have well-documented expertise in the fields of superdiversity, to be understood here as an overarching, broadly defined collective term. The SEOS staff from the seven universities, each a leading actor in its specific domain, pooled their competences and resources to provide the best possible education to carefully selected high-potential students from different countries.

Relevance of this master programme

In contemporary societies, the social complexity of diversity is increasing and leads to new challenges. The term “superdiversity” was developed to capture this social complexity, which is reflected in the growing acknowledgement of the intersections between social categories like ethnicity, race, gender, sexuality, culture, religion, disabilities, social, economic, and legal status, as well as social differentiation, especially in a context of widening global social and economic inequality, mounting environmental crises including biodiversity collapse and climate change, and resource shortages including access to resources necessary for social and economic transitions. Grasping superdiversity is important for developing new ways of intercultural understanding and productive collaboration through the challenging times present and to come in universities, schools, businesses, civil society organisations and other superdiverse international educational settings¹. This understanding of superdiversity favours more just, creative, and effective solutions to challenges present and future, harnessing the power of collective learning to facilitate fair transitions to a future world in which humanity can thrive.

Superdiversity can be seen on the one hand as a (management) tool to create inclusive, transition-oriented working and learning environments. On the other hand, the concepts of superdiversity can help to critically reflect on our own stereotypes and discriminatory views, as well as to recognize discriminatory practices in organisational structures that hamper future-proof thinking. By using the superdiversity approach, theoretical perspectives can be developed that lend agency, recognition, representation, and voice to excluded groups, with a particular focus on integrating the challenges experienced by diverse groups of students and employees during the transition. In this way, organisational structures and learning spaces can be made more inclusive and sustainable, discrimination can be reduced, and the specific needs of different learner groups can be better addressed to create open, inclusive, and future-proof spaces for a sustainable shared future.

As SEOS students, you will explore the impact superdiversity has on education, organisations and the wider society and develop capacities to reflexively and co-creatively contribute to transitions to a future that does justice to superdiversity. Throughout the study programme, there will be several collaborations involving community groups, academia, and specialist researchers which involve team-based practices and co-design approaches, aligning the curriculum with specific UNIC CityLab challenge areas. The aim of the joint programme is to not only develop a deeper knowledge of superdiversity but also engage in networking between SEOS students as well as with relevant stakeholders of the involved post-industrial cities, thus creating a transdisciplinary community committed to shape Europe’s inclusive future.

As a result, the joint SEOS Master offers a truly unique combination of knowledge and skills and responds to the growing and strong demand for specialists who can identify the respective

¹ The understanding of superdiversity is based on the UNIC “State of Art” Report “Superdiversity in Higher Education settings”: <https://unic.eu/en/news/superdiversity-higher-education>.

challenges related to the persisting hierarchization, discrimination and exclusion of members of post-industrial cities and (European) societies more generally, and design and implement solutions to them by interpreting and further developing innovative strategies of dealing with these complexities of superdiversity in Education, Organisations and Society. In this way, the findings of the programme may also help disrupt normative established orthodoxies related to diversity. Through participatory and reflexive modalities, it will serve as a catalyst for new inclusive practices in educational, organisational and societal contexts.

Combining academic excellence and societal impact

The programme's interdisciplinary approach is based on the idea that both the complexity of superdiversity as well as the educational, organisational and societal challenges arising from it cross traditional academic boundaries. Therefore, lecturers from the SEOS staff, leading scholars and invited guest lecturers from various disciplines will participate in the programme and offer their expertise to the SEOS students. In addition, representatives from the city administrations, their subsidiaries, companies and NGOs will be regularly invited to present challenges they are facing and to discuss options to solve them. In the medium term, these stakeholders are brought together in a SEOS Practice Network, which is characterized by both its intersectoral and intersectional expertise and will institutionalize the transfer of best practices. This may result in collaborative and engaged transnational research and teaching projects, especially using the format of jointly developed UNIC CityLabs which bring students, researchers and local stakeholders together and allow for co-creative practices of knowledge production and circulation. Cooperation within UNIC CityLabs also serves as a starting point for impact-oriented Master theses that address real-world challenges. Such theses should consist of a research project that has both academic as well as societal relevance. We encourage application of state-of-the-art theoretical knowledge to societal challenges. After successfully completing the SEOS programme, 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.

SEOS is characterized by two features: (1) A strong commitment to engaged research on superdiversity and with superdiverse stakeholders in educational, organisational and societal contexts; (2) The programme's integration of physical and virtual mobility through Blended Mobility.

4. Programme Description

The SEOS Joint Master Programme comprises **4 semesters** and is delivered over a period of 2 years, accounting for a total of 120 ECTS credit points.

During these two years, you will encounter different cultures, languages and distinct learning environments, and profit from cutting-edge expertise from each of the seven universities involved.

- SEOS is offered annually and starts in the fall semester.
- The general language of instruction is English.

Semester and Mobility Structure

The SEOS programme is structured around three perspectives on Superdiversity: Education, Organisations and Society. The following figure gives an overview of the SEOS programme's curriculum. It differentiates between modules offered primarily on campus (university symbol) and modules offered online (laptop symbol). SEOS comprises four successive stages of learning (fundamentals, multidisciplinary perspectives, in-depth studies & master thesis), spread over four semesters. Correspondingly, the joint curriculum is broken down into several modules, which together ensure that 120 ECTS programme learning outcomes are covered.

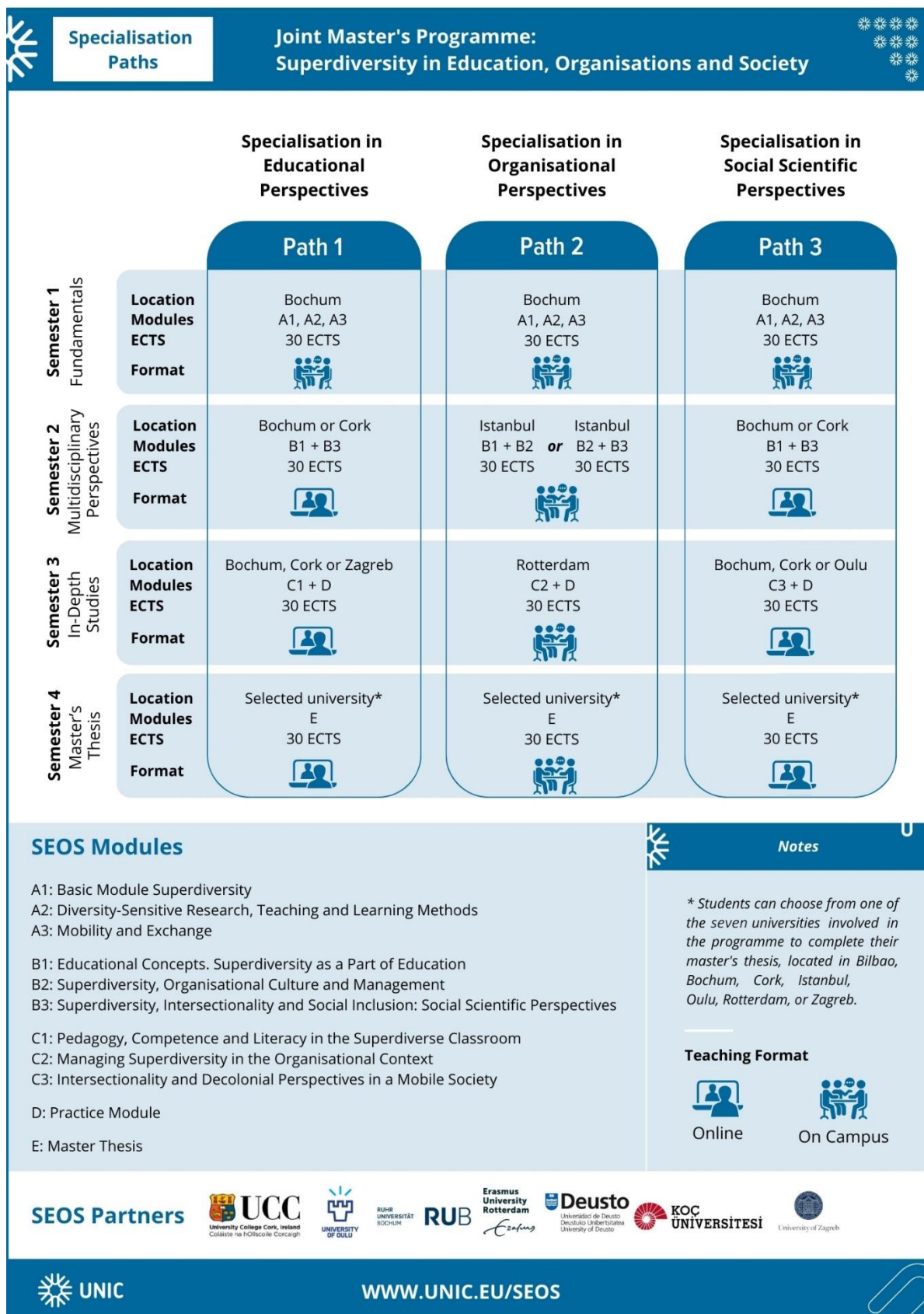


Figure 2: SEOS curriculum and mobility scheme

SEOS continuously adapts teaching content to recent developments. Please note that the semester structure and the following overview are subject to change.

The SEOS curriculum is characterized by its multidisciplinary nature and allows you to make your own choices according to your disciplinary background, career goals and mobility preferences. To offer both flexibility and guide students, SEOS offers three constructively aligned thematic study paths. These study paths differ a) regarding your thematic preference for one of the three disciplinary fields (educational, organisational or social scientific perspectives) and b) regarding your mobility preference (a focus on virtual or physical mobility). The three study paths are:

- **Specialisation in educational perspectives** with a high virtual mobility (Path 1). After a joint first semester on campus in Bochum, this path is offered mainly online, but with the possibility of an on-campus experience in Bochum, Cork or Zagreb.
- **Specialisation in organisational perspectives** with a high physical mobility (Path 2). After a joint first semester on campus at Ruhr University Bochum, this path is offered on campus at Koç University, Istanbul, and at Erasmus University Rotterdam. Within path 2, students can choose between two options (Option 2A and Option 2B).
- **Specialisation in social scientific perspectives** with a high virtual mobility (Path 3). After a joint first semester on campus in Bochum, this path is offered mainly online, but with the possibility of an on-campus experience in Bochum, Cork or Oulu.

The following section explains the three study paths, including the corresponding mobility scheme in greater detail. To demonstrate the options, it uses three fictional SEOS students – Robin, Melissa and Gabriel – who will each choose a different study specialization according to their individual disciplinary background and interests, career goals and mobility preferences. Please note that the following section is intended to be exemplary and illustrative and aims to give you an impression of different study path options that might help you to decide for your own specialization within the SEOS programme. A formal and detailed description of the different study paths can be found in the Module Handbook.

Path 1 - Specialisation in educational perspectives (example of SEOS student Robin)

Robin holds a Bachelor degree in Education. While studying this Bachelor degree, Robin developed an interest in topics such as inclusive education and inequalities in the education system. Robin would now like to deepen this knowledge as part of the master's degree. Due to this disciplinary background and interests, Robin decides for path 1 with a specialisation in educational perspectives. This study path is tailored towards students preferring virtual mobility options. This means that Robin can physically spend several semesters at one university (or more) while at the same time attending courses virtually at other SEOS universities. This gives students like Robin the opportunity to make international study experiences and to get to know different local educational responses to superdiversity

without necessarily moving physically many times. In any case, however, the first semester for all SEOS students starts on campus in Bochum to enable a joint beginning of each cohort. In the 1st semester, Robin will start the SEOS programme mandatorily on campus at Ruhr University Bochum with all of the SEOS students of the cohort and will get to know them. Regardless of the specialization/chosen path, in this semester Robin will study the theoretical and methodological fundamentals of research on superdiversity (Modules A1, A2, A3). The aim of the modules of the first semester is to lay the foundations for studying SEOS and to give orientation in the truly interdisciplinary field of research on superdiversity. Robin will be equipped with foundational knowledge not only on the (use of the) concept of superdiversity in the educational, organizational and sociological field (module A1), but also on diversity-sensitive research, teaching and learning methods (module A2). Robin will get the opportunity to establish networks and peer working groups within his cohort as well as with other UNIC students from all over Europe (module A3).

The second semester allows students to set their first focus according to their own interests. In the second semester, two of three possible B modules are studied in parallel. In this way, two different disciplinary approaches are combined and brought into dialogue with each other. As Robin decided for path 1, in the 2nd semester Robin will study Module B1 “Educational Concepts. Superdiversity as a part of education” (15 ECTS) and Module B3 “Superdiversity, Intersectionality, and Social Inclusion: Social Scientific Perspectives” (15 ECTS). Both modules are taught online, but Robin will still have the possibility to either stay at Bochum or to move to Cork for the 2nd semester. Robin decides to stay in Bochum in semester 2. Module B2 “Superdiversity, Organisational Culture and Management” (15 ECTS) will not be studied.

In semester 3, Robin specialises further in one of the three fields of superdiversity research represented in the study programme (educational, organisational and social scientific perspectives). Based on the decision for semester 2 (combination of Module B1 and B3), Robin now selects the only C-Module which corresponds to a specialization in educational perspectives. This means that Robin will complete Module C1 “Pedagogy, competence and literacy in the superdiverse classroom” (15 ECTS)” offered online by the University of Zagreb in the 3rd semester, which provides Robin with an in-depth understanding of the contents of the corresponding B-Module by conducting first small research projects and practical work. With regard to the mobility options, Robin can study Module C1

- on Campus at Bochum,
- on Campus at Cork or
- on Campus at Zagreb.

Robin decides to stay in Bochum in semester 3, as Robin prefers to not move much physically, but to profit from the offers of the other SEOS universities through virtual exchange. In semester 3, Robin will complete the mandatory Practice Module D including a virtual UNIC City Lab which will be jointly organized with SEOS Partners and a Problem-based learning course (15 ECTS). The Practice Module aims to enable students to put into practice the skills they have acquired in the previous modules of the SEOS programme. While Robin has decided

for a specialization in educational perspectives, during the module D Robin is in close contact with the fellow students who have specialized in the two other disciplinary fields and profits from the interdisciplinary and transdisciplinary exchange during the CityLab.

In the 4th semester, Robin will finalize the study programme with a jointly supervised Master Thesis in Module E. SEOS Students regardless of their chosen study path can spend their fourth semester at any of the available SEOS Partner Universities. While one possibility for the students is to remain physically located at the Partner University of semester 3 (an option that Robin chooses), there are different reasons for considering an additional physical mobility in semester 4. Robin might also consider an additional physical mobility for one of the following reasons:

- for a research stay at one of the Partner Universities to pursue empirical research projects, especially with a comparative and transnational research design
- for a closer collaboration with a suitable SEOS supervisor, according to individual study interests
- to benefit from specific extra-curricular in-person activities and facilities at one of the Partner Universities during the thesis writing
- to further increase employability in a specific national labour market, according to individual career plans.

Path 2 - Specialisation in organisational perspectives (example of SEOS student Melissa)

Melissa has been able to approach organisation-related issues around superdiversity in her BA studies. She would now like to deepen this knowledge as part of her master's degree, as she plans to work in the field of diversity management in a transnational company after completing the SEOS programme. Therefore, she decides for study path 2 with a specialisation in organisational perspectives. This path is characterized by high physical mobility options, so it is specifically tailored towards students who prefer physical mobility. This means that Melissa will study the SEOS programme on different campuses of the SEOS universities. This is appealing to Melissa, as she enjoys getting to know new places and as she is aware that the future employers she is interested in (transnational companies) highly value such physical mobilities. By choosing path 2, Melissa must decide whether she wants to study Option A or Option B that both lead to a specialisation in organisational perspectives on superdiversity, with an additional expertise either in educational (Option 2A) or social scientific perspectives (Option 2B). The two options differentiate only in the combination of the B-Modules in the second semester.

In any case, the first semester starts on campus in Bochum for all SEOS students. In her 1st semester, Melissa will start the SEOS programme mandatorily on campus at Ruhr University Bochum with the other SEOS students of her cohort. Regardless of her specialization/chosen path, she will study the Fundamentals (Modules A1, A2, A3). The aim of the modules of the first semester is to lay the foundations for studying SEOS and to give orientation in the truly interdisciplinary field of research on superdiversity. Melissa will be equipped with foundational knowledge not only on the (use of the) concept of superdiversity in the

educational, organizational and sociological field (module A1), but also on diversity-sensitive research, teaching and learning methods (module A2). She will get the opportunity to establish networks and peer working groups within her cohort as well as with other UNIC students from all over Europe (module A3).

The second semester allows students to set their first focus according to their own interests. In the second semester, two of three possible B modules are studied in parallel. In this way, two different disciplinary approaches are combined and brought into dialogue with each other. As Melissa decided for path 2, in the 2nd semester she will – depending on her decision regarding option A or B - either study

- (Option A) Module B2 “Superdiversity, Organisational Culture and Management” (15 ECTS) and Module B1 “Educational Concepts. Superdiversity as a part of education” (15 ECTS) or
- (Option B) Module B2 “Superdiversity, Organisational Culture and Management” (15 ECTS) and Module B3 “Superdiversity, Intersectionality, and Social Inclusion: Social Scientific Perspectives” (15 ECTS).

Melissa decides for option 2B. This means that Melissa will spend the second semester studying on campus in Istanbul, while studying Module B3 in parallel in an online format.

In semester 3, Melissa specialises further in one of the three fields of superdiversity research represented in the study programme (educational, organisational and social scientific perspectives). Based on her decision to specialize in the field of organization and management studies, she now selects the corresponding C-module. This means that Melissa will complete Module C2 “Managing Superdiversity in the Organisational Context” (15 ECTS) in her 3rd semester, which provides her with an in-depth and specialized understanding of the contents of the corresponding B-Module by conducting first small research projects and practical work. With regard to her mobility options, Melissa will study Module C2 mandatorily on campus in Rotterdam. Moreover, in semester 3, Melissa will take Practice Module D including a UNIC City Lab, which will be jointly organized with SEOS Partners and a Problem-based learning course (15 ECTS). The Practice Module aims to enable students to put into practice the skills they have acquired in the previous modules of the SEOS programme.

In the 4th semester, Melissa will finalize the study programme with a Master Thesis in Module E. SEOS Students regardless of their chosen study path can spend their fourth semester in any of the SEOS Partner Universities. While one possibility for the students is to remain physically located at the Partner University of semester 3, there are different reasons for considering an additional physical mobility in semester 4. An additional physical mobility might be considered, for example, for the following reasons:

- for a research stay at one of the Partner Universities to pursue empirical research projects, especially with a comparative and transnational research design
- for a closer collaboration with a suitable SEOS supervisor, according to individual study interests
- to benefit from specific extra-curricular in-person activities and facilities at one of the Partner Universities during the thesis writing

- to further increase employability in a specific national labour market, according to individual career plans.

For her 4th semester, however, Melissa decides to stay in Rotterdam, where she has already spent her third semester, as the academic profile of this Partner Universities fits very well to her individual study interests. She decides to write her MA Thesis in Rotterdam, jointly supervised by a professor she has studied with at Istanbul.

Path 3 - Specialisation in social scientific perspectives (example of SEOS student Gabriel)

Gabriel has studied Education in his Bachelor. During his bachelor studies, he was interested in topics related to heterogeneity. For his MA, however, Gabriel plans to orient himself more strongly towards the social sciences. The SEOS programme is very attractive for him, as it conveys a multidisciplinary approach and enables him to also focus on a new discipline he has not studied before. Due to this preference, he decides for study path 3 with a specialisation in social scientific perspectives. This path is characterized by high virtual mobility options. This means that Gabriel does not necessarily have to move physically to make international mobility experiences – nevertheless, he *can* also move physically in one or more of the four semesters if he prefers to.

In any case, the first semester for all SEOS students starts on campus in Bochum. In his 1st semester, Gabriel will start the SEOS programme mandatorily on campus at Ruhr University Bochum with all the other SEOS students of his cohort. Regardless of his specialization/chosen path, he will study the Fundamentals (Modules A1, A2, A3). The aim of the modules of the first semester is to lay the foundations for studying SEOS and to give orientation in the truly interdisciplinary field of research on superdiversity. Gabriel will be equipped with basic knowledge not only on the (use of the) concept of superdiversity in the educational, organizational and sociological field (module A1), but also on diversity-sensitive research, teaching and learning methods (module A2). He will get the opportunity to establish networks and peer working groups within his cohort as well as with other UNIC students from all over Europe (module A3).

The second semester allows students to set their first focus according to their own interests. In the second semester, two of three possible B modules are studied in parallel. In this way, two different disciplinary approaches are combined and brought into dialogue with each other. As Gabriel decided for path 3, in the 2nd semester he will study Module B3 “Superdiversity, Intersectionality, and Social Inclusion: Social Scientific Perspectives” (15 ECTS) and Module B1 “Educational Concepts. Superdiversity as a part of education” (15 ECTS). Both modules are taught online, but Gabriel can still decide on one of the two universities to become his physical host university: Bochum or Cork. Gabriel decides to move to Cork for his second semester, as the academic profile of the partner university as well as Ireland as an empirical case are very interesting for him. Module B2 “Superdiversity, Organisational Culture and Management” (15 ECTS) will not be studied.

In semester 3, Gabriel specialises further in one of the three fields of superdiversity research represented in the study programme (educational, organisational and social scientific

perspectives). Based on his decision in semester 2 (combination of Module B1 and B3), he now continues with studying a C-Module. As Gabriel decided to specialize in the field of social sciences, he has to complete Module C3 “Intersectionality and decolonial perspectives in a mobile society” (15 ECTS) in his 3rd semester (offered in an online format). This module provides him with an in-depth and specialized understanding of the contents of the corresponding B-Module by conducting first small research projects and practical work. With regard to his mobility options, Gabriel can study Module C3

- on Campus at Bochum,
- on Campus at Cork or
- on Campus at Oulu.

Gabriel decides to stay in Cork for the third semester. Moreover, in semester 3 Gabriel will complete the Practice Module D including a UNIC City Lab which will be jointly organized with SEOS Partners and a problem-based learning course (15 ECTS). The Practice Module aims to enable students to put into practice the skills they have acquired in the previous modules of the SEOS programme.

In the 4th semester, Gabriel will finalize the study programme with a Master Thesis in Module E. SEOS Students regardless of their chosen study path can spend their fourth semester in any of the SEOS Partner Universities. While one possibility for the students is to remain physically located at the Partner University of semester 3, there are different reasons for considering an additional physical mobility in semester 4. An additional physical mobility might be considered, for example, for the following reasons:

- for a research stay at one of the Partner Universities to pursue empirical research projects, especially with a comparative and transnational research design
- for a closer collaboration with a suitable SEOS supervisor, according to individual study interests
- to benefit from specific extra-curricular in-person activities and facilities at one of the Partner Universities during the thesis writing
- to further increase employability in a specific national labour market, according to individual career plans.

Gabriel decides to move to Bilbao in the 4th semester, as Spain is his home country and he aims to base his future career in the Spanish context. Furthermore, for his master thesis, he chooses a comparative approach and wants to analyze qualitative data from the Irish and the Basque context, which makes another physical mobility very attractive for him.

Joint Supervision of Thesis Work:

As a rule, Master theses within the SEOS programme shall always be jointly supervised by one supervisor from the University of Semester 4 and one supervisor from a different SEOS University. The Local SEOS Coordinator at each Partner Universities can give further guidance regarding potential thesis supervisors.

Programme Aims

The joint degree master's program "Superdiversity in Education, Organisations and Society" enables you to gain a broad understanding of the concept of Superdiversity, by providing knowledge on social and organizational structures as well as multidisciplinary, interdisciplinary and applicable approaches to researching, teaching, and working in superdiverse environments in a changing and increasingly globalised world.

The study programme aims to contribute (innovatively) to the creation of new knowledge and the development and application of theories of superdiversity, through relevant teaching and learning approaches and by answering research questions that have societal as well as academic relevance. A wide variety of methods of knowledge-building, teaching and research are imparted to provide students with a broad range of resources that can be applied in different teaching and learning contexts. Due to the multi-and-interdisciplinary and international structure of the study programme, experiences on superdiversity from the seven Partner Universities are exchanged and background information on the specific educational structures and social contexts of the respective countries is provided. In addition, you will be enabled to use and build up broad international and interdisciplinary networks.

Learning Outcomes

The main aims of the SEOS Joint Masters programme are

- (1) to introduce you to interdisciplinary approaches to the social complexity of superdiversity and its impact on different sectors of societies.
- (2) to enable you to develop new ways of intercultural understanding and productive collaboration through innovative pedagogical and participatory practices.
- (3) to contribute (innovatively) to the creation of new knowledge and the development and application of theories of superdiversity, through relevant teaching and learning approaches and by answering research questions that have societal as well as academic relevance.

Graduates of the program have achieved an advanced knowledge of the concept of superdiversity as well as a fundamental understanding of the ways in which superdiversity appears in different settings and how it can be harnessed to address global challenges. They are able to describe theoretical approaches on superdiverse education and to compare historical, sociological, educational, and economic perspectives on superdiversity, intersectionality and dimensions of social discrimination in the context of a sustainable future. Graduates are able to apply different approaches and combine interdisciplinary methodological skills. They have developed professional strategies to appraise superdiversity as a general characteristic of groups in learning settings, organisations and wider society, so that they can create an inclusive praxis in superdiverse formal and informal environments.

We see great potential for SEOS graduates to find employment. While modern societies and their institutions have often assimilated their superdiverse population to a monocultural, Euro-centric, male-centric and middle-class norm, the late-modern societies we are currently

living in have more and more recognized the potential of superdiversity for shaping inclusive, equitable, productive and sustainable futures. The further development of urban, national and transnational institutions in different sectors of society requires people with interdisciplinary knowledge of superdiversity, intersectionality and inclusion, as well as transformative leadership skills and pedagogical skills to innovative on a practical level. Late-modern societies urgently need the type of graduates SEOS will train. Until now, however, there are no minimum agreed training conditions available as specified in the European Union Directive 2005/36/EC.

5. Becoming a Student in the SEOS Master Programme

Student Application, Selection and Admission

a. Application

The application procedure for the programme is jointly developed and implemented by the Consortium in agreement with the SEOS Examination Regulations. Ruhr University Bochum organises, receives, and process all applications for admission to the degree programme, on behalf of the Consortium. The application, admission and enrolment procedure for SEOS takes place on a yearly basis and is jointly organised and implemented by the SEOS Admission and Examination Committee under the lead of Ruhr University Bochum. The Admission and Examination Committee is responsible for setting and reviewing the admission criteria in the Study and Examination Regulations according to national law and regulations and coordinating the correct levying of student participation costs.

Each year, SEOS can accept a study cohort with a capacity of 53 students. All applications must be made online via the SEOS website in accordance with its instructions and before the deadlines stated on the website. Admission may be granted to applicants who are not in conflict with national legal requirements for admission and meet the following prerequisites.

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's 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 language abilities, where applicable,
- a structured motivation letter in accordance with the instructions on the SEOS website in which they provide a reflection about the content of the degree programme, and state their specific interest in the SEOS programme and their envisaged contributions

to the programme. Previous practical experience related to diversity and inclusion has a positive effect on the application and candidates are encouraged to mention relevant work or volunteering experience in the motivation letter.

b. Admission Procedure

1. The overall responsibility for the admission procedure lies with the Admission and Examination Board of SEOS.
2. Applications for the admission to the degree programme must be submitted before the given deadline. Subsequent submitting of documents is possible until a further 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 partner institution can be admitted to the programme.
4. The Admission and Examination Board will rank all eligible applicants based on the final grade of their bachelor's degree (or equivalent) and the motivation letter describing their specific interest in the SEOS programme, their preferred study path and physical locations, and their envisaged contributions to the programme. According to the available number of study places, the applicants will be admitted.
5. Admission is granted under the condition that the applicant has met the requirements specified in nr. 1-3, 5 and pays the participation fees in time.
6. Applicants who have not yet obtained their bachelor's 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 Institution permits the student's activities in the SEOS degree programme to take place. The Partner Institutions will – in accordance to national legislations - work to aid students in obtaining any necessary visa and residence permits before their studies commence.
8. Rejected applicants may appeal to the Admission and Examination Board.

c. Admission Requirements

SEOS invites candidates from diverse study backgrounds, preferably with a Bachelor's dissertation, an equivalent or higher degree, that gives them access to a Master degree programme and demonstrable academic experience in themes related to diversity-related backgrounds, including but not limited to the following fields: educational and social sciences,

and related fields of study (e.g. social work; cultural studies; migration studies; gender studies). This list is not exhaustive and merely serves as an orientation for applicants.

d. Eligibility criteria

The SEOS 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 SEOS application procedure, according to nr. 5,
- 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 SEOS.
- Language requirements:
Applicants who are either nationals of countries deemed by SEOS 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 SEOS 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). Students who will take courses offered by Koç University Istanbul have to pass the language requirements as per national and institutional decisions.

e. Selection criteria

SEOS Partners agreed to select the prospective students based on qualitative criteria. The Joint Admission and Examination Committee, responsible for assessing the applications, gives timely notice of the qualitative selection criteria and the selection procedure that will apply to admission if the number of prospective students exceeds the maximum number. Candidates fulfilling the entry requirement will be ranked by the Joint SEOS Admission and Examination Committee according to the following selection criteria:

- Type and level of academic qualification according to grades
- Type and level of documented research experience
- Type and level of prior knowledge and professional experience in the field
- Persuasive power of the motivation letter
- Results of admission interviews (if applicable)

f. 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 SEOS 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. setting up a list with eligible candidates,
4. finalising selection in joint selection meetings.

After the candidates' applications are evaluated and the SEOS Admission meeting is held, a **main list** and, if relevant, a **reserve list** of applicants is produced, and the applicants are notified of the result of the selection process.

Selected applicants will receive an admission notification with the relevant dates for the enrolment in SEOS and the terms of payment and time limits for the payment of the participation fees.

Applicants who have accepted the study offer receive the Student Handbook containing practical information on the programme in due time.

After confirmation from the candidates, administrative registration is concluded at the university of the first semester, RUB.

g. Registration

After confirmation from the candidates and the transfer of the participation fee to RUB, administrative registration is concluded at the university of the first semester, RUB. All students are registered at RUB and, when relevant, additionally at other SEOS 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 actions to take. Students must comply with all provisions of the SEOS Examination Regulations.

h. SEOS Support for Students with Special Needs

The SEOS Consortium works to provide equal and inclusive access to students, mobile staff and invited scholars with individual needs linked to long-term physical, mental, intellectual, or sensory impairments. Special instruments or services (e.g., assistance by third persons, adaptation of work environment, additional travel/transportation costs) may be made available locally to respond in the best possible way to the needs of disabled students.

Prior to mobility, students with special needs may upon demand receive a pre-departure counselling with the service unit dedicated to these questions at each Partner University. Facilities like accessible transportation and suited apartments are available at the campuses or dormitories. Distinct counselling and assistance are ensured, e.g., the organization of personal or technical assistance while attending courses and for everyday life. Students with individual handicaps will be guaranteed opportunities to take examination with the assistance or extra provisions.

Where work placements or fieldwork is a major feature of a module within the degree, the SEOS Partner Universities will do their best to organize them in a way enabling full participation of disabled students, taking full regard of the safety of students and staff.

i. SEOS Support After Graduation

At each partner university, the local SEOS 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 current, possibly 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 8, Studying at the SEOS Universities, for the respective services offered at each location.

SEOS students will be qualified to take on attractive positions not only in the region and Europe, but also worldwide. The state-of-the-art education and training in the SEOS programme aims to ensure that you will match employers' expectations and will find employment quickly and easily after graduation. In addition, the SEOS Consortium fosters a strong alumni community. After graduation, all students will be encouraged to stay in touch with SEOS and link via social media and mailing lists. Selected alumni will be invited to share their career experiences to give following cohorts a clear idea of future employment opportunities and the (biographical) paths towards them.

6. Being a Student in the SEOS Master Programme

Studying the SEOS Master programme at the seven 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 degree from internationally renowned universities which is highly acknowledged by employers worldwide.

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, the UNIC universities offer first-rate doctoral programmes, career support and development options for obtaining executive positions in academia.

Buddy and Orientation Programmes

The SEOS partners offer different forms of Orientation and onboarding activities, e.g., 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 SEOS programme. Even if you choose a study path with a high degree of virtual mobility, opportunities to interact with other students (virtually) are guaranteed. These activities help mobile SEOS 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, for instance:

- Support in finding your way around the city (city tour) and on campus (e.g., how to find the library, the dining halls, or the responsible institute for the SEOS programme),
- 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 vary between Partner Universities and 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 SEOS Coordinators or the local International Relations Offices or Registrars' Offices are there to help you.

Student Representation

Student representation in the SEOS programme takes place via the Programme Advisory Board (PAB), half of whose members will be constituted by students from the SEOS programme. All students are welcome to nominate themselves for this important governing body and to contribute their expertise and perspectives in order to continuously further develop the programme. As SEOS students, you will also be consulted regularly on Quality Assurance matters and are invited to meetings whenever reasonable.

Performance Monitoring

a. Examination of Students

The joint SEOS Examination Regulations regulate the examination of SEOS students in and provide a study plan. The examination regulations are also a source of information for students on the structure of the curriculum, assessment methods and criteria, grading, a joint conversion table for grades, access to information on grading, re-sits 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 SEOS Examination Regulations of the Consortium, provided so possible in accordance with national law.

All examinations passed at one of the Partner Institutions as part of the SEOS 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, they can re-sit it according to the regulations.

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, students have the right to bring their personal case to the SEOS Academic Study Board.

Table 1: Conversion table for grades in the SEOS joint Master programme

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

Note: The above table serves for conversion of grades only and does not involve any information about progress in the degree programme. Different faculty and study level academic requirements may apply.

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, students have the right to bring their case to the SEOS Academic Study Board.

b. Student Records

The students' records will be kept centrally at RUB as the Coordinating University of SEOS. 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 SEOS at the respective Partner University, or to the Programme Manager of SEOS at RUB.

Each Partner Institution immediately notifies the Coordinating Institution of any student that terminates their personal participation in the degree programme ("dropouts"), either upon the student's formal notification to terminate their personal participation in the degree programme, or upon, de facto, substantial continued absence from the degree programme.

Final Degree and Joint Recognition

a. Joint and Mutual Recognition

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

b. 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 Master of Arts degree in "Superdiversity in Education, Organisations and Society" on behalf of the European degree-awarding Partner Institutions involved in the provision of the degree programme to that student.

c. Diploma Supplement and Joint SEOS Certificate

The award of the MA degree is accompanied by a 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 degree to the graduates, and the partner institutions are responsible, if applicable, for registering the official joint degree according to national law and custom within their countries.

If a Partner Institution is not yet or will no longer be in the legal position to award a joint degree, it may exceptionally award its single Master degree to the graduates of the programme, to whom it served as a Hosting University in one or more of the SEOS semesters, in addition to the joint degree of the other Partner Institutions.

Securing Your Place in the SEOS Programme

Upon selection and when the application is in full conformity with the SEOS Master 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 may be offered to another candidate.

Costs Linked to the Participation in the SEOS Programme

The consortium aims to minimize economic barriers for qualified applicants to participate in the SEOS programme. 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, which may differ from the specified SEOS tuition fees.

Attendance and Progress

SEOS values peer learning and encourages faculty to employ good practice in shared learning in the classroom. For these reasons, attendance at courses is mandatory, except if otherwise specified, e.g. for self-learning or practice phases. In the event that a student cannot attend a course session, they should notify the relevant local coordinator, giving justification for their personal absence. Attendance is assessed by academic staff. In case of any problems regarding attendance to the courses and training activities, the student is expected to contact the professors. In case of prolonged absence because of illness, the student is expected to transmit a medical certificate to the SEOS Local Coordinator. A student can be refused to take the exam if they did not attend the class on a regular basis without valid justification.

Progress is discussed among the SEOS staff in each partner university on a regular basis. The study programme is organised to ensure a progression in the acquisition of the competences and knowledge during the first and the second semesters.

General Conduct and Behaviour

Students are expected to behave in a proper manner. While staying at a Partner Institution, the local student discipline rules and exam regulations will apply.

Complaints

While at the 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.

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 SEOS Director. Any fees paid locally to any of the Partner Universities are, in principle, non-refundable.

SEOS Governance Structure

All seven Partner Universities play an important role in the consortium and are equally involved in its teaching activities. Concerning the establishment, administration, and day-to-day management of the programme, each of them has different responsibilities and tasks to fulfil and does so in close cooperation with the partners. This is achieved by several governing bodies in which each partner is represented.

The Coordinating Institution

Ruhr-Universität Bochum (RUB) functions as coordinating institution of the SEOS degree programme on behalf of the partner institutions.

Governing and Administrative Bodies

SEOS establishes a number of joint governing and administrative bodies to secure the proper execution of the programme (see figure 3 below).

All bodies which have responsibility for the various aspects of the joint Master degree programme are subject to the internal governance and management arrangements and oversight of the respective Partner Institutions.

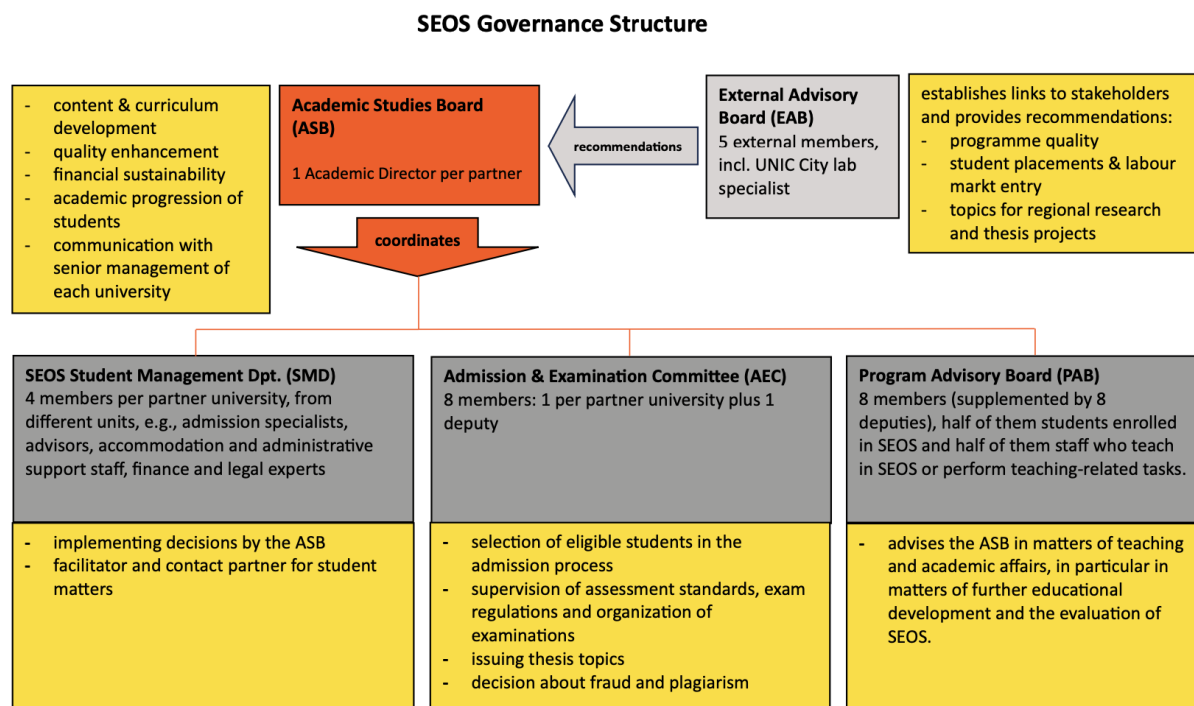


Figure 3: SEOS Governance Structure (member composition subject to change)

SEOS Local Coordinators

Each partner institution appoints a SEOS Local Coordinator. The SEOS 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. They liaise with the other SEOS Local Coordinators, the Joint Programme

Coordinator, administrative staff at other universities in the degree programme, and with external partners.

Thesis

In the last semester, all students devote themselves to writing their research-based Master thesis. This happens at different locations and with supervision by two renowned academics from the UNIC consortium. From the first semester onwards, SEOS 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.

In principle, the Master thesis can be written at any of the seven Partner Universities; however, the specific location ultimately depends on the availability of places, research topics (which reflect the expertise of the respective institution) and supervising professors. Regarding accommodation, it is advisable to make 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.

7. After Graduation

After successfully completing the SEOS programme, graduates are excellently qualified to start attractive careers in various areas of the public and private sector as well as in university and non-university research. For this purpose, and to stay in touch with your (former) fellows, the students from different cohorts 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 superdiversity.

How to Find an Appropriate Job

At each partner university, the local SEOS staff works to ensure 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. Partners provide information about the local and regional job market, offers career guidance and assistance in finding appropriate positions after graduation, or organize 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, greatly enhances students ability to find employment in a fast and simple fashion after graduation. Partners will evaluate the employability of SEOS graduates and use the expertise of external lecturers, of the professionals in the respective divisions of companies and city administrations for a constant assessment of graduate employability. The Career Support Offices of the Partner Universities

naturally support students in their search for suitable employers. The seven universities are located 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.) Furthermore, SEOS graduates are equally qualified to take on attractive positions not only in Europe, but worldwide.

8. Studying at the SEOS Universities

a. Studying at RUB in Bochum

The Town and its Region

Bochum is a lively modern city with around 370.000 inhabitants. It is part of the 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, a heritage of strength and classic technology. 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 in – a venue that annually hosts the [Ruhrtriennale](#), the Ruhr metropolis' arts festival, and [Extraschicht](#), the night of industrial culture. Vibrant nightlife and a thriving pub culture prove that Bochum is a dyed-in-the-wool 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 national league, but of course there are hundreds of activities that everyone can pursue, from kickboxing to yoga, from sailing to mountain-biking, in countless clubs for every age group.

Since all students receive an included public transportation ticket for the whole of Germany upon enrolment, 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, 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 over 43,000 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 – and the university provides students and researchers from around the world with an open gateway to the region. 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 Ruhr University Bochum 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.

Ruhr University Bochum offers various services for SEOS students:

- A first semester welcoming event
- Regular SEOS office hours (digital or on campus, upon request)
- Services for internship and professional opportunities:
- <https://studium.ruhr-uni-bochum.de/en/welcome-career-service>
- Services for academic writing: <https://zfw.rub.de/welcome/>
- Services for library usage and literature search:
http://www.ub.rub.de/DigiBib/UB_engl.htm
- Services for language courses:
<https://www.zfa.ruhr-uni-bochum.de/index.html.en>
- Services for the RUB e-learning system Moodle:
<https://moodle.ruhr-uni-bochum.de/>

Prior to your arrival: Preparing Your Stay at RUB

Before starting their studies at the Ruhr University Bochum, 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 organize 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 & organize 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.

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

1. Nationals of EU states, the European Economic Area and Switzerland:
<https://international.ruhr-uni-bochum.de/en/visa-and-residence>
2. Nationals of Australia, Canada, Israel, Japan, New Zealand, Republic of Korea, and the USA:
<https://international.ruhr-uni-bochum.de/en/visa-and-residence>
3. Nationals of all other Non-EU states:
<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. SEOS students are asked to apply for housing at the AKAFÖ student residences or find accommodation via the private housing market. It is highly recommended to get in touch with other current or former SEOS students to exchange recommendations or even organize a room swap.

1. Student Residences (operated by AKAFÖ Student Services)

There are 18 halls of residence in Bochum, operated by the AKAFÖ Student Services. AKAFÖ Student Services is responsible for social, economic, and cultural support for students. Besides accommodation, they provide catering facilities and organise cultural activities. AKAFÖ Student Services offer rooms in shared apartments, individual apartments, and single rooms on communal floors in a variety of student residences near the RUB main campus.

Please note:

- **The waiting time for accommodation may be several months. Students are therefore advised to apply early for a room in one of the AKAFÖ dormitories.**
- **You can register online on the AKAFÖ website: <https://www.akafoe.de/wohnen>**

Applying for accommodation at AKAFÖ does not guarantee success. We therefore recommend explore various housing opportunities in parallel.

2. Finding Accommodation on the Private Housing Market

As an alternative to the student residences operated by AKAFÖ, it is recommended to explore the housing opportunities offered on the private housing market. The IO has compiled a list of relevant offers for long and short term stays for students, including hostels, hotels etc.: <https://studium.ruhr-uni-bochum.de/en/housing-market>

In Germany, it is very common for students to live in shared flats (Wohngemeinschaft or WG) with other students. For many students, this is an affordable and flexible option. In many cases, students who leave their flat for a limited time to travel or study abroad sublet their room to other students for a couple of months. Also, living in a “WG” is a very easy-going way to immerse into local culture and make contacts and friends.

The most popular online platform to find shared flats in Germany is called “WG Gesucht”: <https://www.wg-gesucht.de/en/>

In addition, it is recommended that you check out housing offers on social media and contact other current or former SEOS students for recommendations or to organize room swaps.

3. 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 SEOS staff will organize a joint welcome session together with the SEOS 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 Institute of Educational Research will organise specific formats for the purpose of socializing and networking with fellow (senior) students and lecturers, e.g., in form of get-togethers or Master tutorials. 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. In addition to pure information, a game night or a campus rally will be organised in cooperation with the Institute of Educational Research’s student council, bringing the SEOS students in touch with other students at the Institute.

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 SEOS 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>

Enrolment Process & Registration at the City

Enrolment at RUB

To study at RUB, you as a SEOS student must enrol in the correct form and in due time. To do so, please submit your data via our online matriculation and then upload your documents to the matriculation information portal. The enrolment process is currently only available online. The processing of the applications can take several weeks, so be sure to plan accordingly. To enrol, students require the following documents as PDF file via the Information Portal Enrolment (also listed in more detail [here](#)):

- **Letter of admission** (if you applied online)
- **University entrance qualification** (Abitur, Baccalauréat, Assessment test, etc.) and an officially certified translation in German or English
- **Examination certificate** about the completed studies in Germany or another country or equivalent
- **Valid ID**
- **Certificate of exmatriculation** including a certificate of enrolment showing your previous course(s) of study and the number(s) of semesters at the university
- **Certificates of exmatriculation** of all previous enrolments in the Federal Republic of Germany, showing the course of study (or courses of study), university semester and semester of study, with a copy to remain at the Ruhr University Bochum
- **Health insurance certificate:** Students who are not yet in Germany have their health insurance company issue a special "insurance certificate for enrolment at a university"

At first, you have to **register online** (be careful to provide the correct information!). After that, you can **upload your documents** to the [matriculation information portal](#), which will be checked by the registrar's office. Please find out in good time **which documents are required** in order for you to request them in advance (e.g., from your health insurance company)

After having successfully applied to the SEOS Master Program, **the actual enrolment at RUB takes five steps:**

1. You received a **letter of admission for SEOS** and accepted it by using the [admission information portal](#).
2. You can **enrol online within the deadline specified in the letter of admission**. Complete your data. The link for your personal online enrolment can be found in the admission information portal. Please complete the online enrolment exclusively via the personal link in the admission information portal.
3. **Upload your documents** - also within your enrolment deadline - to the [matriculation information portal](#). After uploading the required documents, please approve your enrolment 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 SEOS 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 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 local SEOS coordinator at the Institute of Educational Research will take care of the enrolment for the semesters spent in Bochum during the regular duration of the Master programme (4 semesters).
- Students who choose RUB as location for the thesis semester (Semester 4) should contact the Registrar's Office about re-enrolment as active student ("Rückmeldung").

Please find more information under:

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

Relevant Links:

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

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

Website of the Registrar's Office:

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

[Registration at the City of Bochum \(or your other place of residence in Germany\)](#)

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. To register as a resident of a German city, you need to provide proof that you are accommodated in that city. Therefore, you can only register as a resident after finding a place to stay. The same applies if you move to a German city or municipality other than Bochum.

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 start date of your rental contract)**
- **You need a permanent accommodation to register**
- **Registration takes place at the local Citizens' Advice Bureau ("Bürgerbüro"; you may also inform yourself through the "Welcome Office Bochum" as a Bochum resident)**
- **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 € 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 (3x approx. 18 € = 54 €). 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 & residence permit); If you do not receive this letter close to the expiring date of your visa, please contact the local Foreign Office.**

Additional Links:

- **Ruhr-Universität information website for international students:**
<https://international.ruhr-uni-bochum.de/en/international-degree-seeking-students>
- **Welcome Office of the Municipality of Bochum (new centralized service for international arrivals in Bochum):**
<https://www.bochum.de/Welcome-Office-Bochum>

[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 enrolment 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:

https://www.ruhr-uni-bochum.de/ecampus/ecampus-webclient/login_studierende.html

(German only, auto-translation is possible)

On campus, access points can be found:

- **In the university library**
- **At the Infopoint of the University Administration (“Universitätsverwaltung”)**

Please note:

- **After receiving your enrolment 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 your 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> (select English translation on top-right)
- Menu of the Ruhr-Universität’s canteens:
<https://www.akafoe.de/gastronomie/speiseplaene-der-mensen> (select English translation on top-right)

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 Links:

- **RUB University Library Guide:**
https://www.ub.ruhr-uni-bochum.de/DigiBib/UB_engl.htm

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 Links:

- **Information on the RUB printing centre:**
<https://www.druckzentrum.ruhr-uni-bochum.de/dz/index.html.en>

5. Available Workspaces

SEOS students at RUB have access to a variety of workspaces and well-equipped libraries. Ruhr University Bochum 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 operating centre: <https://noc.rub.de/web/wlan> (in German, auto-translate to English)

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 enrolment documents.**
- **Manual for EDUROAM configuration:** <https://noc.rub.de/web/wlan> (in German, auto-translate to English)

Student Life at RUB

Bochum has a population of 370,000 including more than 60,000 students, thereof app. 42,000 students enrolled at RUB. As one of the major universities in Germany, Ruhr University Bochum 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 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. A somewhat more peaceful spot is Lake Kemnade. There, in close vicinity to the university campus, you can skate, go sailing, surfing or pedal 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 industry culture monuments throughout the whole Ruhr area.

For more information please see:

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

1. Language Courses

The Ruhr-Universität 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 beginner's 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). Especially the Tandem Programme of ZFA is highly recommended for SEOS students interested in learning the German language and is based on individual needs and language aims. It includes a tailored matching of tandems:

<https://www.zfa.ruhr-uni-bochum.de/ils/lernen/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 University Bochum offers a wide variety of cultural activities to students. You may want to check out the botanical garden, the Musisches Zentrum, dance & 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 organized 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/> (in German, auto-translate to English)

3. RUB University Sports

Ruhr University 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).

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, SEOS students receive their personal RUB student ID card together with other enrolment 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. (see [Student Life at RUB](#)).

Please note:

- **Among your enrolment documents, there is a document 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 enrolment 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 students of Ruhr University Bochum receive a ticket for certain forms of public transport within the Germany ("Deutschland-Semesterticket"). The ticket price is already included in the social contribution fee ("Sozialbeitrag") and available to all students who are enrolled at RUB and present in Bochum (not on leave-of-absence).

The **RUB Public Transport Ticket ("Semesterticket")** includes:

- **Ticket for the free use of regional public transport in all of Germany (Deutschlandticket)**
 - Valid for almost all urban busses, subway/metro and regional trains (RB, RE), but not including long-distance trains (ICE, IC, EC), first class tickets or taxis

Please note:

- The ticket is no longer valid as a print-out, but must be presented via RIDE Campus or via the wallet on the smartphone. The RUB transportation ticket is only valid in combination with your passport or GermanID card / residence permit card.
- The RUB transportation ticket is for your personal use only and cannot be used by others.

Relevant Links:

- Information on the RUB public transportation ticket and on how to access it:
<https://studium.ruhr-uni-bochum.de/en/semester-ticket>
- Website of the main provider of German public transportation, Deutsche Bahn:
https://int.bahn.de/en?dbkanal_007=sprachauswahl-en

Services for Students with Special Needs

Ruhr-Universität Bochum, of course, 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

software. 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/en/studieren-mit-beeintrachtigung> (mostly in German)

Relevant Links:

- Inclusion strategy at units at RUB:
<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
- General information on studying in Germany with a disability offered by the DAAD (“Deutscher Akademischer Austauschdienst”):
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.**

2. Doctors

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 outside of normal opening hours.

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

Finance

Securing your financial resources to cover your costs of living while studying at Ruhr University Bochum is of course important for the successful completion of the SEOS Master programme. 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 International Office:
<https://international.ruhr-uni-bochum.de/en/financing-international-degree-seeking-students>
- 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/>

- Student Lifecycle Services:
<https://einrichtungen.ruhr-uni-bochum.de/en/devision-student-lifecycle-services>
- Coachings, Workshops & Psychological Advice (German only): <https://studium.ruhr-uni-bochum.de/en/node/705>

Graduated – how to find a Job?

SEOS students are 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/de/das-hochschulteam-der-agentur-fuer-arbeit-bochum> (German only)

b. Studying at UCC in Cork

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 which is a monthly publication that features information on live music, gigs, festivals and other cultural events.

WE ARE CORK: www.wearecork.ie

YAY CORK: www.yaycork.ie

PURE CORK: 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!

[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 really 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 are able to 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 5 student apartment complexes which are managed by UCC, and all are located within very short walking distances of campus.

ACCOMMODATION INFORMATION: accommodation.ucc.ie

[Welcome and Orientation](#)

UCC's International Office offers 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' under the link below:

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

Enrolment Process & Registration at the City

Enrolment Process at UCC

To find out about which steps you need to take in order to enrol 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 the link below:

<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 and 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. For contact, please see [this](#) link. 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/

In addition, UCC Information 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

There is a really 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/UC8n5gITHtBpxrW5YsUV7Q6Q>

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

The Visual Arts have a really 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

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.

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

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 [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>

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

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 the link below:

<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.

STUDENT BUDGETING INFORMATION: www.ucc.ie/en/studentbudget

FEES INFORMATION: www.ucc.ie/fees

SCHOLARSHIP INFORMATION: www.ucc.ie/en/scholarships/

[Finding a Job in Cork and around after Graduation](#)

To support SEOS 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.

c. Studying at EUR in Rotterdam

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 harbor. 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 harbor. 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 harbor 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 euros (!) 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 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
- 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.

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 to go 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.

Relevant Links:

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. Erasmus University Rotterdam (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 Erasmus University Rotterdam (EUR). Remember: you will not have to arrange your immigration on your own. The International Office EUR 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 6 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 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 program. There is also the official introduction week of EUR called [Eureka Week](#). Eureka Week 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 organization, 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.

[Enrolment Process & Registration at the City](#)

[Enrolment 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 a number of steps:
 - a. 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.
 - b. 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.
 - c. 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.

- d. After you have filled out your personal details and previous education, submit an enrolment 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

- a. After we have received your enrolment 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

- a. 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 tuition fees

- a. 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](#). Follow the instruction [available on the Studielink website](#).

5. Check the status of your enrolment application regularly

- a. 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

- a. 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.

7. Procedural Rules for enrolment at Erasmus University Rotterdam

- a. The procedural rules for enrolment at Erasmus University Rotterdam are available on [this website](#).

[Registration at the City of Rotterdam](#)

If you will be living in the Netherlands for more than 4 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 can't 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 authorizes 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.

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.

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

Erasmus MC is an academic hospital and the medical faculty of Erasmus University Rotterdam.

More information: <https://www.eur.nl/en/campus/locations/erasmus-mc>

Erasmus University College: 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 Erasmus University College. More information:

<https://www.eur.nl/en/campus/locations/erasmus-university-college>

International Institute of Social Studies: Situated in The Hague, the International Institute of Social Studies (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. More information:

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

EUR Library

On campus Woudestein you can find the EUR Library. A place where students and staff can study, work and read. More information: <https://www.eur.nl/en/library>

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.

More information:

<https://www.eur.nl/en/campus/locations/campus-woudestein/study-spaces>

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.

Visit our campus online with the Virtual Experience

You can already visit our EUR campus and services via the Virtual Experience:

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 Education & Student Affairs of Erasmus University Rotterdam. 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 the Erasmus University Rotterdam (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 program 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>

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:

- Eureka week: The Eureka week is the official introduction week of the Erasmus University Rotterdam (EUR). The Eureka week 2022 will take place from 15 until 18 August 2022.

More information:

<https://www.eur.nl/en/education/study-rotterdam/eureka-week>

- 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!

More information:

<https://www.eur.nl/en/education/study-rotterdam/student-life/going-out>

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 Student Charter, latest version: <https://www.eur.nl/en/media/2022-08-student-charter-2022-2023>
- EUR integrity code: <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 card](#). This card is valid if you have a completed enrolment 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: However, 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, =. 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

Erasmus University Rotterdam 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

1. 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>

2. 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.

3. 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.

4. 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 Erasmus University Rotterdam is of course important for the successful completion of the SEOS Master programme.

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).

d. Studying at KU in Istanbul

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.com). 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](#) (<https://visit.istanbul/en/>) can be a good starting point to familiarize yourself with this magical place.

Koç University is located in mid-Northwestern Istanbul, in the Sariyer 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 web page](#) for a closer look at the university location, transportation options, and address info. You can also explore the [main campus \(Rumelifeneri\) and the Sariyer District](#) through vocalized presentations created by KU's International Community Services Office on their [website](#) (<https://ico.ku.edu.tr/>).

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 was founded in 1993 as a non-profit private university in Istanbul, Turkey. Since its establishment, Koç University 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 Koç University 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 Koç University 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”, Koç University 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 analyze 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. Graduates of Koç University 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, Koç University aims to “raise the bar” for higher education in Turkey.

You can discover Koç University online as well, at any time, from anywhere. For the 2022 promo video, you can [click here](#). For the Visual Campus Introduction vocalized presentation, [click here](#). For the KU Virtual Tour, [click here](#). For the Koç University Orientation Video, [click here](#).

[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 Koç University 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 Koç University 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 a number of social events running throughout the week to help them settle into life at Koç University 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 familiarize students with the Koç community. Administrative processes, such as course registration will also take place during orientation.

Enrolment Process & Registration at the City

Enrollment Process at KU

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

- 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 2 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 program 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 Kırac 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 a number of 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/>
- Sport Facilities: <https://sport.ku.edu.tr/>
- Suna Kır   Library: <https://library.ku.edu.tr/>
- KURES (Ko  University Guidance and Psychological Services Center):
<https://studentguide.ku.edu.tr/en/new-students/orientation-days/7-questions-7-answers/kures-koc-university-counseling-service/>
- KOLT (Ko  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: <https://registrar.ku.edu.tr/en/>

Student Life at KU

Located on the hills of Sarıyer, İstanbul, Ko  University 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. Ko  University has seven other campus locations: West Campus, İstinye Campus, ANAMED (Research Center for Anatolian Civilizations), VEKAM (Vehbi Ko  and Ankara Research Center), Health and Sciences Campus, KWorks (Entrepreneurship Research Center), AKMED (Suna & İnan Kır   Research Center for Mediterranean Civilizations). Ko  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- Counseling 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 can be found [here](#).

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 ₺ for 2022. Students can load around 50-60 ₺ 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

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 the Koç University. 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 unite 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.

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 program 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 program, 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 organizes 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.

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.

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 instructions 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 program or research. Students must share a copy of the insurance policy in English or Turkish (If obtained in Turkey) with the program 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 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 to be found on [this](#) website.

Finding a Job in Istanbul and around after Graduation

Koç University Career Development Center (CDC) services are open to all SEOS students. The main aims of CDC are;

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

SEOS students can request career advising appointments from CDC. Career advisors are all fluent in English and experienced to walk students through their job & 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 platform 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 program, Koç University 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 program, 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 organizes many career events throughout the year to support the professional development of students and help them meet with potential employers. These events are organized in various categories including information sessions, professional development seminars, virtual career fairs, mock interview days, and so forth. These events are organized 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>

e. [Studying at UOulu in Oulu](#)

[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 a large number of 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
- is the largest city in the North of Finland
- has the youngest population in Finland
- has the population of 200 000

- has 28 000 higher education students
- is located on the shore of the Bay of Bothnia, along the Oulu River
- is the Winter Cycling Capital of the World
- was founded in 1605 by King Carl IX of Sweden

Find more about [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 favorite 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!

Things to do in Oulu and in Oulu region: <https://visitoulu.fi/en/>

[The University](#)

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, University of Oulu is one of the largest universities in Finland and one of the northernmost multidisciplinary universities in the world, with 8 faculties, over 14,000 students, and nearly 3000 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>

Prior to your arrival: Preparing Your Stay at UOulu

Before starting their studies at the University of Oulu, 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 organize 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 & organize 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)

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](#).

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

SEOS 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

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's JOO-kodit](#)
- [Oulun Sivakka Oy](#)
- [Forenom](#)
- [Lumo: Rental apartments in Oulu](#)
- [M2 Kodit](#)
- [Colliers Rental Apartments](#)
- [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](#).
- OVV Asuntopalvelut, [available apartments](#), contact: 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.

More information about orientation: <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

[Enrolment 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 the University of Oulu 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/applying-finnish-qualification>

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

Admissions contact info: <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/dvv/#/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.

- More information about the [Finnish Personal Identity Code](#)

[Campus Services & Student Life](#)

[Campus Services at UOulu](#)

University of Oulu 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 4 hours, and you can borrow laptops even 3 times in a day.

<https://www.oulu.fi/en/for-students/supporting-your-studies-and-contact-information-students/it-services-students>

Campus ICT support service for students

helpdesk@oulu.fi

Tuudo

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 the University of Oulu and 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 organize 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 the student union of the University of Oulu 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=1>

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

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 Oulu10 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 Oulu10 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 Oulu10 Service Point, at the Waltti online shop, on the buses and in the R-kioskis selling Waltti tickets.

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

Services for Students with Special Needs

University of Oulu offers many services to support your studies, one of the goals is to offer [accessible study paths](#) for everyone. Accessibility 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: [maps](#)).

Questions regarding individual arrangements in entrance exams should be directed to the faculty's [Lead Specialist](#). It is recommended that contact is made as early as possible in order to allow time to organize any individual arrangements. Typical arrangements could include, for instance, additional time to complete an entrance exam or a quiet working space. Arrangements are made on a case-by-case basis.

The application form for individual arrangements.

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 the European Health Insurance Card 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 neighboring countries.

Health care

If you are studying for a Bachelor's or Master's degree or for a Licentiate of Medicine or Dentistry at the University of Oulu, 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 page.](#)

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 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 university of Oulu is important for the successful completion of the SEOS Master programme.

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 career 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>

f. Studying at UniZG in Zagreb

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 1 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.

You can find the list of the constituent units [here](#).

Practical Information

- Address: Trg Republike Hrvatske 14, 10 000 Zagreb
- Home webpage: <http://www.unizg.hr/homepage/about-university>
- E-mail: unic@unizg.hr

Prior to your arrival: Preparing Your Stay at UniZG

Before starting their studies at the University in Zagreb, 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 organize 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 & organize 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 University of Zagreb 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 organized 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 overseas 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 organize a room swap.

[Welcome and Orientation](#)

To make it easier for new international students to start their studies, the UNIZG International Office organizes 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 organized 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.

[Enrolment Process & Registration at the City](#)

[Enrollment Process at UniZG](#)

To study at UNIZG, you as an exchange student must enrol 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 web site) about the nomination or application process, please contact 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:

1. CV (Croatian or English)
2. 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.
3. Grade Transcript
4. Certificate of Enrolment
5. 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)
6. Copy of the ID card (both sides) / Passport (first page with the photo and personal data)
7. 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 [here](#).

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 Student Centre University of Zagreb. 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 their "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 info: <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, the University of Zagreb 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 Department of Croatian Language and Literature at the Faculty of Humanities and Social Sciences of the University of Zagreb. 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 A1 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: <http://croaticum.ffzg.unizg.hr/?lang=hr>

Phone: +385 (1) 4092-068

e-mail: croaticum@ffzg.hr

2. ESN Zagreb Activities

ESN Zagreb is a student organization which helps international students during their stay in Zagreb. They organize 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 this [page](#) as well as join the [Facebook group](#) 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/>
- Degree seeking students information:
<http://www.unizg.hr/homepage/study-at-the-university-of-zagreb/international-degree-seeking-students/>
- Exchange students – all supporting services are listed at:
<http://www.unizg.hr/homepage/international-exchange/exchange-students/student-services/>
- Office for Students with Special Needs:
<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 Advisors (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 Services:
<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 enrolment 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 enrol
- 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). 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, app. 4€

+ photo) and every month you will buy a ticket for 360 kn, app. 48 €. This monthly ticket enables you to use all buses and trams in the area of the city of Zagreb.

You can find the tram maps here: daily routes and night routes.

Services for Students with Special Needs

The Office for Students with Special Needs 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

Phone +385 1 456 44 05

Mob: +385 99 4593 578

Health Insurance & Medical Services

1. 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.

2. Doctors

Make sure to have a valid health insurance during your study period in Zagreb. If you have a EU citizenship, you should have a European Health Insurance Card. You may also have an international health insurance policy, 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

3. 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 course important for the successful completion of the SEOS Master programme. 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 guide and students may actually spend more or less than these amounts.

Finding a Job in Zagreb and around after Graduation

UNIZG strongly encourages the work of the Career Service at UNIZG 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, organize 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.

g. Studying at UD in Bilbao

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 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 **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.

[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.

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 €. 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 Buddy Program of the University of Deusto 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 *ezinhobe* (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 [here](#).

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 **University of Deusto** 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](tel:944759200).

Fax: 94 476 29 56

colegio.mayor@deusto.es

www.colegiomayor.deusto.es

Rates and terms for international students

1.ACCOMMODATION AND FORM 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.

1.2. For one-month stays or longer, 7-day, full-board accommodation, from Monday to Sunday the price is €38.48/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.

1.3. Price for less than one-month stay (plus 10%VAT):

- BED + BREAKFAST (B&B):

Single room: €43,49 / Double room: €65,25

- HALF BOARD (H.B.):

Single room: €46,76 / Double room: €69,94

(Includes Breakfast + Dinner. No lunch)

- FULL BOARD (F.B.):

Single room: €51,11 / Double room: €80,86

(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 University of Deusto students and only University of Deusto 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

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

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](#)

[Bilbao BBK Talent \(Exclusively for highly qualified researchers\)](#)

[María Inmaculada Bilbao Residence](#)

[Micampus Residence](#) (100€ off discount for the first two months)

[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 Youth Hostel](#)

[BBK Bilbao Good Hostel](#)

[Ganbara Hostel](#)

[Moon Hostel](#)

[Pil Pil Hostel](#)

[Poshtel Bilbao Hostel](#)

Flats and Apartaments:

[Atxuri Appartments](#)

[AirBnb Bilbao](#)

[Badi](#)

[Edificio Santiago Appartments](#)

[Erasmusu Bilbao](#)

[Habitaccion](#)

[Holidu](#)

[Hometogo](#)

[Mendialai](#)

[Spotahome](#)

[Uniplaces](#)

[Wimdu](#)

[Welcome and Orientation](#)

We want students to enjoy their time at the University of Deusto and help them **achieve all the goals** they have set for this period of their life. The University offers students a number of 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 don't 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 (Bilbao Campus)
- 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](#)

[Enrolment 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 enrolment 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: 8.15am to 9.30pm

Saturdays and July and August: 8-15am to 2.45pm

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 accionesocial@deusto.es

[Student Life at UDeusto](#)

[Deusto Campus](#)

Faith, Solidarity, Culture, Sports and much more.

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 of prevention, care and attention of the University of Deusto students. You will find advice, campaigns and health programs, pharmacy, and nursing consultation.

[Student Card & Transportation](#)

UD Student Card

All students from the University of Deusto 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

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 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 approximately 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 under: <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

DeustoAlumni Avda. de las Universidades 2448007 Bilbao

944 139 351

alumni@deusto.es

Campus San Sebastián

DeustoAlumni Camino de Mundaiz 5020012 San Sebastián
943 326 202
alumniss@deusto.es

Careers advice

Deusto alumni offers final year students a number of programmes to assist them in finding a job and in their professional development.