First Things First –

How to Get Started at UTA?

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First Things First

- Student status
- Information package
- Registration
- Membership of the Student Union Tamy
- Banking services
- Student card
- Basic user account
- Computer labs
- Finnish Personal Identity Code
- Registration of stay
- Travel card for local buses
- Study information
- Important opening hours

This presentation can be found online later this week!
Student Status

- Exchange student
  - Membership of the Student Union TAMY is strongly recommended
- Visiting student
- Degree student
  - Membership of the Student Union compulsory
    - Fee: 58 € per semester, 116€ for the academic year
- PhD level exchange and degree students
  - Membership of the Student Union is voluntary
    - Annual membership fee: 49 €
    - No Student Health Care Services
    - Different discounts
Information Package & Registration Forms

• International Office A129, Main building
• Information package contains:
  • Orientation course programme
  • List of international coordinators
  • Information on UTA’s electronic student services
  • List of things to do with your tutor
  • Information on taking exams and the grading scale
  • Acts of cheating and plagiarism
  • UNIPOLI sports brochure
Registration to the University

1) Registration forms & instructions for registration are available at the International Office (Room A129)
2) Letter of Acceptance
3) Passport (or other applicable identification)
4) Student Union membership fee – receipt!
5) Student card application form & photo (for students who cannot apply for the card online)
6) Registrar’s Office
Membership of the Student Union Tamy

- Compulsory for all degree students
- Fee: €116 for the academic year, €58 for one semester
- Benefits: student card, FSHS, student discounts, Tamy services
  - VR student discounts for trains
  - Student card: library card, an access card to computer rooms and Unipoli sports facilities, discount card at student restaurants
  - Survival kit, sports equipment etc.
Non-members of Tamy

- Separate library card → from the University Library
- Separate meal subsidy card issued by Kela → from Registrar’s Office
- Separate access card for computer rooms → from IT Services
- Separate card for Matkahuolto long distance buses (10€)
- Separate Student Certificate for TKL discounts
- No access to FSHS (Finnish Student Health Services)
- No access to Unipoli Sport
- No student discounts on different services around the city and the whole country
- No Tamy services
Banking Services I

• Where to pay the Student Union membership fee?
  • Fri 25 August in Tamy office at 14:30-16:30
  • Cash at a bank
  • Online from your own bank account (print out a receipt/screenshot)

• Do I need to open a bank account?
  • In most cases not necessary
  • You can pay the Student Union fee and your rent from your own bank account
  • TOAS deposit will be refunded to your bank account
  • ATM = OTTO
Banking Services II

• When do I need to open a bank account?
  • If you stay in Finland for longer than a year
  • If you come from outside the SEPA
  • If you receive regular payments (grants, salary, etc.) that are paid only to a Finnish bank account

• If you want to open a bank account
  • Only by appointment and by contacting the bank via their online service
  • NB! You will need your Finnish personal identity code
Student Card

- can be collected in about three weeks from the Student Union TAMY: Yliopistonkatu 60 A, 2nd floor
- costs 10€ and it has to be paid in cash
- you need to have an identification card with you
- [http://www10.uta.fi/Kortit/Kortit/](http://www10.uta.fi/Kortit/Kortit/)
- During the first weeks, the Student Certificate from the Registrar’s Office entitles you student benefits before you get your student card
Basic User Account (BUA)

• Instructions for activating the BUA from the Registrar’s Office
• Will be in use in three days after the activation
• Access to university email
• Required to login to the computers in the computer labs and the University intranet
• Key to use the electronic services for students
  • more information tomorrow at 11.30!
Before you get your student/key card, you can use the following computer labs

1. **Computer lab ML5** (main building, downstairs) open during the orientation week:
   - Mon 11-16, Tue 12-16
   - Wed 11-15, Fri 12-15

   **Computer lab ML8** (TietoPinni building) is open on Thu 10-13

   Use a common user name and password given by the International Office (A129)

2. **Computer lab ML10** (main building, 2nd floor)
   - Use your BUA to login
Finnish Personal Identity Code

• Social Security Number: **dd.mm.yy-1234**
• **A MUST**: needed for UTA’s student register
• **Non-EU citizens**: when applying for a residence permit or at the local register office
• **EU citizens**: together with the registration of stay at the local register office
• **Nordic citizens**: at the local register office
• **Local register office (Maistraatti):** Hatanpään valtatie 24
MAISTRAATTI at UTA

• Visit Maistraatti officers on site at UTA on Thursday 31 August between 10-15.
• Room A107, main building
• You will need:
  • Copy of your study certificate (from UTA’s Registrar’s Office)
  • Copy of your passport
  • Copy of your residence permit (non-EU)
Finnish Personal Identity Code

• 1) Get the code from local register office
• 2) After getting the Personal Identity Code, visit Registrar’s office at the University
• More information:
  • http://www.uta.fi/admissions/local-registration
  • http://www.migri.fi/identity_code
  • https://enterfinland.fi/eServices/info/europeancitizens
  • http://www.maistraatti.fi/en/Contact-Information/Western-and-Central-Finland/Local-Register-Office-of-Inland-Finland/Tampere-unit/
Registration of stay

• Non-EU citizens have applied for a residence permit already before entering Finland
• EU citizens and citizens of Liechtenstein and Switzerland must register their stay if staying over three months in Finland
  • Form ’Registration of right of residence’
  • Enclosures required:
    • Student Certificate
    • Statement of Funds (e.g. Information on Erasmus grant)
    • fee: €50
• Finnish immigration service point, Itsenäisyydenkatu 11
• Nordic citizens: Local register office, Hatanpäään valtatie 24
3 registrations

- University registration (Registrar’s Office)
- Registration for the Finnish Personal Identity Code (Local register office)
- Registration of stay (Finnish immigration service point)
Travel Card for Local Buses

- **Frenckell Service Point**
  Frenckellinaukio 2 B, ground floor
  Opening hours Mon-Fri 8:30 – 15:30

- **Ticket fares**
  - Age group 12 – 24 years: youth ticket – no student certificate required
  - Over 25 years – only those who have right to municipality (over 2 year stay) will receive a student ticket
Study Information

• **Degree students:**
  • Information sessions in faculties tomorrow
  • Information sessions to all new degree students on Wednesday

• **Exchange and visiting students:**
  • Information sessions to all exchange and visiting students on Wednesday
  • Information sessions in faculties on Wednesday afternoon
Study Information

• **English** language level test:
  • Time: FRIDAY, 25 August at 10-12
  • Place: Pinni B 4113
  • No sign-up – just show up

• **Finnish** language level test:
  • Time: Monday 4 September at 10-13
  • Place: Pinni B 3110
  • https://www10.uta.fi/opas/opetusohjelma/marjapuuro.htm?id=35911
Important Opening Hours

- International Office Info Desk (Main Lobby)
  - Monday-Friday 9:30-15:00

- Registrar’s Office (Aktuaari, Main building)
  - Monday 10-16:00
  - Tuesday-Friday 10-14:00

- TOAS
  - Monday-Friday 9-15:30
  - 31 Aug & 1 Sept 8:15-18:00
Welcome to Tampere!
https://www.youtube.com/watch?v=Lc3FxNXjBs0