

**Degree requirements for proficiency in the national languages of Finland***

Last name, first name	Student number	Degree programme
Telephone	Email address	

I am applying for:

- Determination of my proficiency requirements regarding the national languages*
- Exemption from the requirement to demonstrate proficiency in the second national language*
- Exemption from the requirement to demonstrate proficiency in the language of education *

Upper secondary education (choose one)

- Finnish language upper secondary school with Finnish as a mother tongue
- Finnish language upper secondary school with Finnish as a second language, Matriculation examination grade, if indicated _____
- Swedish language upper secondary school with Swedish as a mother tongue
- Swedish language upper secondary school with Swedish as a second language, Matriculation examination grade, if indicated _____
- Upper secondary education other than at a Finnish or Swedish language school (e.g. EB or IB School, vocational upper secondary school, or an equivalent level of education abroad). Specify:

Comprehensive school, i.e. grades 1–9 in Finland (choose one)

- Finnish language comprehensive school with Finnish as a mother tongue in the diploma
- Swedish language comprehensive school with Swedish as a mother tongue in the diploma
- Studies at the comprehensive-school level abroad or in a language other than Finnish or Swedish. Specify:

Information on the student's studies in the second national language (Finnish or Swedish)

The institution where the language was studied, the CEFR level and the amount of studies, other information justifying an exemption

Signature and appendices

Place and date	Signature
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Append the final certificate from upper secondary school or equivalent institution as well as matriculation examination certificate. Also append the final certificate from comprehensive school, if a passing grade was not received in upper secondary school for Finnish or Swedish as a mother tongue, or a grade of at least *magna cum laude* in Finnish or Swedish as a second language in the matriculation examination. You can share the completed studies via MyStudyinfo or append the certified copies.

Decision, for completion by the school:

- The language of education for the student is _____ and the student's second national language is _____.
- The student is exempted demonstrating proficiency in the second national language. Instead of second national language studies, the student shall complete as part of their degree at least ____ cr of language studies. The student shall also write a maturity essay to demonstrate proficiency in the language of education.
- The student is exempted from demonstrating proficiency in the language of education and in the second national language. Instead of the second national language studies, the student shall complete as part of their degree at least ____ cr of language studies.
- The student is not exempted demonstrating proficiency required in the degree regulations; details of the description and the reasoning for this is appended.
- The student shall demonstrate proficiency in both national languages as required in the degree regulations.
- The language of education is unassigned for the student, and thus the degree regulations concerning this requirement do not apply. Instead of completing the second national language studies, the student shall complete as part of their degree at least ____ cr of language studies.

Date	Signature and printed name of decision maker
Place and date	Signature and printed name of presenting official

Language requirements for degrees (section 6, Government Decree on University Degrees 794/2004; Degree Regulations)

Students must demonstrate, in studies included in education for a bachelor's or master's degree or otherwise, that they have attained:

1. such proficiency in Finnish and Swedish as is required of civil servants in bilingual public agencies and organisations under Section 6(1) of the Act on the Knowledge of Languages Required of Personnel in Public Bodies (424/2003) and which is necessary for their field; and
2. such proficiency in at least one foreign language as is needed to follow developments in the field and to operate in an international environment.

Students who have been educated in a language other than Finnish or Swedish or have been educated abroad shall only be required to demonstrate, in studies included in education for a bachelor's or master's degree or otherwise, that they have attained only the language proficiency referred to in subsection 1(2).

A partial or full exemption from the language proficiency requirements set forth in subsection 1 may be granted by the school only for special reasons.

Students admitted to the school to pursue a bachelor's degree, who under subsection 2 have been exempted by the school from the requirements set forth in subsection 1(1), either completely or only with regard to the national language in which they are required to demonstrate satisfactory written and oral proficiency, shall complete the equivalent amount of studies in a language of their choice to meet the foreign language requirement of the bachelor's degree.

In practice:

- The completion of language proficiency requirements at Aalto occurs during the bachelor's degree stage. Students admitted directly to a master's programme who have not demonstrated language proficiency in their bachelor's stage must do so during their master's degree studies.
- Language proficiency must be demonstrated in three languages: **Finnish, Swedish and at least one foreign language**.
- The requirement for the national languages (Finnish and Swedish) depends on the student's language of education. (Note: it does not depend on the student's mother tongue or on their most proficient language.) 'Language of education' refers only to Finnish or Swedish.
 - The student's language of education is that national language of Finland in which they received a passing grade in *Finnish or Swedish as a mother tongue* as indicated on the final certificate from upper secondary or comprehensive school (interpretation of Ministry of Education and Culture, Reg. no. OKM/9/592/2013). The student's language of education may also be assigned according to the *Finnish or Swedish as a second language* test in the matriculation examination if the student passes the test with a grade of *magna cum laude* or higher.
 - The national language not selected by the above process as the language of education is then considered the student's second national language.
- 'Foreign language' refers to a language other than Finnish or Swedish.
- Proficiency in the language of education is demonstrated by writing a maturity essay.
- Proficiency in the second national language is demonstrated by passing the university's tests for Finnish or Swedish.
- Proficiency in a foreign language is demonstrated by passing the university's foreign language tests or courses.

Exemptions:

- A student may be exempted from demonstrating proficiency in the second national language for special reasons, e.g. having had minimal language studies (no more than 4 B1-level courses in upper secondary school), or being under the special regulations for those educated in the Åland Islands. The student must apply for this exemption.
- A student may be exempted from demonstrating proficiency in the language of education for special reasons, e.g. if the language is determined only by the final certificate of the comprehensive school or if the grade in the matriculation examination for the Finnish or Swedish as a second language, is lower than *magna cum laude approbatur*.
- If the language of education (Finnish or Swedish) is unassigned for a student, then the second national language will be unassigned also and the student will be unable to demonstrate proficiency in the manner referred to here. The student must therefore apply for a determination of their language proficiency requirements.
- As a rule, no student may be exempted from demonstrating proficiency in the foreign language category.
- Students whose language of education is unassigned and students who are completely or partly exempt from demonstrating proficiency in the national languages shall complete an equivalent amount of studies in the language they select.