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# Study Abroad Info

## Mikkeli Campus

### 8 April 2026



# Today's agenda

## 1. Sisu Clinic

## 2. Before the exchange

- Annual enrolment and the study plan for study abroad
- Master's programmes
- Official documents and travel documents
- Health issues and insurances
- Security issues
- Financial aid and scholarships

## 3. During the exchange

## 4. At the end of the exchange

**A!**



# Before the exchange

# Annual enrolment

- Remember to enroll as attending student for the entire academic year 2026-2027.
- Only students enrolled as attending may complete studies (this includes also the exchange studies) and graduate.
- Instructions on the process can be found from **Student Guide**.
- The enrolment period for the academic year 2026-2027 is 4 May – 28 August 2026.
- Remember also to **pay the Kela Healthcare fee for students in higher education** (Healthcare fee for students in higher education | Our Services | Kela).

**A!**



Presenter Name

10/24/2025

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# Study plan for study abroad

“Study Plan for Study Abroad” form can be found from **Student Guide**.

Get the acceptance for the courses beforehand from Mari Syväoja.

- Note! Give us at least one week time to check your study plan.
- Study office summer vacations will also have effect on the process. We will inform you on the study office summer vacations later.

Aalto Mikkeli requirement is 30 credits (ECTS). Check the credit conversions from the **Destination database for the School of Business, Mikkeli Campus**.

You are not allowed to take same courses in content you have done in Mikkeli.

Please note also **the criteria for M.Sc. Programmes**.

Your courses will be included as a package of courses with the pass/fail grading to your *International Minor*. Information on the credit transfer/inclusion process on Sisu: **Credit Transfer**.



# Master's programmes

- For all information, see **Student Guide**
- You can start your MSc studies already in spring after we have information that you have completed all required 180 credits for the degree.
  - Please contact us to agree on this.
- Decision on the MSc Programme and the the MSc scholarship will be done at the time of graduation (you inform us on these in the diploma request form).

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# Official documents

- Make the change of address notification via Posti: [Moving](#)
- Check that you have all the documents that your host university requires and also some extra photos.
- Make sure your passport is valid at least 6 months after your returning.
- Remember to apply for financial aid from Kela: [Financial aid for students](#)

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# Tickets and visa/residence permit (1/2)

We recommend to wait for the acceptance letter from the host university before buying the tickets (use your own common sense in this issue).

Normally the host universities send information and instructions how to handle the visa/residence permit issues, follow these carefully!

Check the required documents from the embassies/immigration services:

- EU citizens registration in the other EU country
- Mobility notification: 3rd country students, who have the residence permit to Finland and are going to study in EU Member state.
- Visa (single entry vs. multiple entry, student visa)
- Residence permit

Read the study reports from the previous years for tips.



# Tickets and visa/residence permit (2/2)

Required documents for the residence permit process vary a lot between the countries:

- Acceptance letter
- Financial statements:
  - certificate of Aalto Scholarship
  - bank statement on funds
  - Kela's certificate for financial aid
- Health certificate, if needed
- Photos

Important documents are recommended to be scanned and sent to your personal e-mail (passport, visa / residence permit, insurance documents and acceptance letter).



# Healthcare



If you are going to Europe, order the European Health Insurance Card (EHIC) from Kela: [European Health Insurance Card](#)

- The card is not replacing the travel insurance!

Check the vaccination requirement and recommendations:

- [Finnish Student Health Service](#)
- [Rokotustieto](#) (Pharmaceutical Information Centre)

**A!**



# Insurances

- Students are responsible for their insurances during their exchange (luggage, injury, sickness and liability insurances).
- Remember to ask for English documents from the insurance company.
- In some universities, they have their own insurances, which are required. Check the host university's information carefully and if needed take your own insurances to cover the other incidences.

**A!**



# Security and crisis

Instructions can be found from the Ministry of Foreign Affairs website:

- [Before travelling abroad - Ministry for Foreign Affairs \(um.fi\)](#)
- [Visa and residence permit - Finnish citizens - Ministry for Foreign Affairs \(um.fi\)](#)
- [Matkustustiedotteet](#) (Advice for travellers by country, only in FIN & SV)
- [matkustusilmoitus.fi - Front page \(EN, FIN & SV\)](#) →Remember to file a travel notification.

Follow the Ministry of Foreign Affairs' and embassies' Facebook and Twitter accounts, you can find information on the issues in the destination country.

Respect the local laws and rules as well as the university regulations.

ICE Information →Add the emergency contacts to your mobile.

Check the local emergency number!

Aalto will contact you if there is a crisis in your exchange destination.

In case of a natural disaster, conflict or other crisis, we will do our best to help you in every way we can.

The final decision to leave the country is always yours.

# A!



# IT Security

- Information Security training for students in MyCourses: [Student's information security training | Aalto University](#)
- Check that all your programmes (including anti-malware, apps etc.) are up to date
- Make backups from important files before you travel (to e.g., an external drive that you will not take with you)
- Take only necessary devices with you
- Be careful where you keep your devices, do not leave them unattended in public spaces
- Encrypt the device's hard disk/mass storage in case the device is stolen
- Remember that you can use the Aalto VPN ([Establishing a remote connection \(VPN\) to an Aalto network | Aalto University](#))
- In certain countries the authorities can block, monitor and record data traffic
- You can also use the Virtual Desktop (VDI) [vdi.aalto.fi - How to use Aalto Virtual Desktop Infrastructure | Aalto University](#)

# Area-specific safety notes, North America

## USA

- Updated travel information: A valid ESTA or visa does not necessarily entitle you to enter the United States
- Safety around town and on campus. Be aware of gun laws and sheer amount of guns
- Campus safety issues such as sex crimes on campus party nights; know your alcohol limits
- Note that abortions and sexual health care may not be available
- Social and drug related problems, large amount of homeless people, low vaccination coverage in some states
- Public transport limited or non-existent
- Without proper insurance, one night in hospital e.g. \$10 000

## Canada

- Despite similarities with Finland, it's still a North American country with issues of city and campus safety

# Area-specific safety notes, Latin America

- Be aware of unsafe areas
- Knowledge of the local language is also a safety issue
- In some destinations public transportation might not be safe - take a taxi or an uber if it is recommended by locals
- Violent robberies do happen

# Area-specific safety notes, Asia (China, Hong Kong, Japan, Singapore, South Korea, Taiwan)

- Natural disasters - Under normal circumstances, the greatest risk is associated with these
- Penalties for violating public order, drunken behavior or anything related to drugs can be more severe than in Finland
- Also littering and spitting are prohibited and can be fined in some countries.
- Traffic: use extreme caution and care when walking, driving, or riding a motorcycle
- Air quality is at times remarkably poor in certain areas
- Be wary of anti-espionage laws concerning exchange students in China; your data footprint may be followed, and your data may be collected. (Aalto University staff are prohibited from bringing their personal work computers to China due to security concerns) > Make sure also your employer is aware of your destination country

# Accommodation

- The host university normally helps the incoming students with the accommodation issues.
- However, you might need to find the accommodation by yourself. Be active in this matter!
- If you have not yet started the accommodation search, do it ASAP! The accommodation situation especially in Europe is quite demanding and it might take lot of time to find it.
- Again, check the study abroad reports for tips!
- Pay the deposit in time
- You may need to pay your rent in advance for the whole semester
- Always ask for a written rental agreement
- Be aware of housing fraud!



# Financial aid

If you are entitled to student financial aid, you will receive it also during your exchange:

- Study grant 279,38 €/month (same as when studying in Finland)
- Loan guarantee 850 €/month (same as when studying in Finland as the studying abroad is part of your studies in Finland)
- Housing allowance 210 €/month
- Remember to inform Kela on your exchange period
- Scholarship for study abroad is not affecting the income limits.
- If you need a certificate of student financial aid, you can request it from Kela.
- [Payment of financial aid abroad | Our Services | Kela](#)

# Aalto University Scholarship for Study Abroad

## Aalto Mikkeli requirements for the scholarship are:

1. Given deadlines are met.
- The last document with the deadline is “The Scholarship Commitment 2026-2027” and you can find it from **Student Guide**. Deadline for this document is on 1 June 2026.
2. Required amount of credits (30 cr) have been completed according to approved study plan.
3. The online study abroad questionnaire is completed and the end of exchange document on portal has been submitted and approved.
4. For European Universities, all the Erasmus documents must be completed including the language tests and report.

## The scholarships are paid in two installments:

- The first part of the scholarship is paid before departure, in August for the students going abroad in autumn and in January for the students going in spring.
- The second is paid once the student has returned and submitted all the required documents.

In 2026 - 2027 the first part of the scholarship is 1500 € and the second is 500 € (non-European exchanges).

- Erasmus scholarships have a different payments and information will be sent to the Erasmus students separately.

# Erasmus country groups

## Country groups and scholarships in Erasmus+ in 2025-26

Group 1	Austria, Belgium, Denmark, France, Germany, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Netherlands, Norway, Sweden	540 eur /month (30 days, 18 eur / day)
Group 2	Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Greece, Hungary, Latvia, Lithuania, Malta, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, the Republic of Northern Macedonia, Turkey	490 eur /month (30 days, 16,33 eur / day)
Top-up scholarship (fewer opportunities)  Further information: <a href="#"><u>Accessible exchange studies</u></a>	For students who have families, are family carers, have disabilities, suffer from a severe or chronic health condition, or have received international protection.	EUR 250 /months (30 days, 8,33 eur / day)

# Erasmus+Travel Support

- All students going on Erasmus+ student exchange will get a separate travel support that is based on the distance (km) between Aalto University and the host university.
- Erasmus+ students can also apply for extra support for 'green travel'. I.e. traveling to exchange destination in a more environmentally friendly way (by train, shared ride, bike or bus).
- More information: [Erasmus+-scholarships | Aalto University](#)



# Who else is leaving from Aalto?

Groups are available in Presemo: <https://presemo.aalto.fi/exchanging/>

Country / destination groups in Telegram



# During the exchange

# Prepare for different style of studying

- Different course registration systems (bidding, drop/add etc)
- Multiple courses at the same time.
- Exams period in the end of semester. One is expected to stay at the host destination until the exams
- Study style and evaluation may differ significantly compared to Aalto, e.g.
  - Different ways for group working
  - Oral examinations
  - Grades and grading system



# Promote Aalto – updates coming later!

Most of our partner universities organize International Fair, promote Aalto University there!

Where can you find the information?

- [Incoming exchange students | Aalto University](#) → info for all Aalto exchange students
- Videos: [Aalto University's YouTube channel](#)
- More useful links can be found from Aalto Student Guide page: [“You are an ambassador for Aalto University”](#)
- Useful websites:
  - [MyHelsinki - Your Guide to Helsinki](#)
  - [The Official Travel Guide of Finland](#)



# Aalto t-shirt

We offer “Made in Aalto University” T-Shirts for outgoing exchange students 2026-2027 (eg. for promoting home university).

Colours available: black, some grey (S-M)

Sizes: XS-3XL

Pick up from Annamari before you leave from Mikkeli!

NOTE! I’m on vacation 1-14 May 2026



# What to do if there are problems during the exchange?

- It is absolutely normal that there might be some bad days during the exchange.
- Do not stay alone, ask for help.
- The emotions and situations can change rapidly during the exchange.
- In those moments, stop for a moment and think what is the problem.
- Starting Point of Wellbeing has good materials online. Look for advices from here: [Starting Point of Wellbeing | Aalto University](#)
- Contact the host university's international office and ask help and guidance. Also the student organizations can help.
- We are also here and we will do our best to help you!

**A!**



# After the exchange

# All good things come to an end

- Prepare yourself for the end of the semester!
- Remember to check the rental agreement, mobile connection and bank account. What is needed to end and close them?
- Keep the course syllabi, they might be useful in the future.
- Remember to ask the university to send your transcript directly to Aalto BIZ!
- Erasmus students will have to remember to complete the required paperwork.
- Complete the end of exchange processes as soon as you return home and you get the transcript!

**A!**



# After the exchange

**The second part of the study abroad scholarship (500 e for non-European exchanges) will be paid after**

1. We have received the transcript and you have completed required amount of credits during your study abroad
  - You need to complete the request for inclusion. Information on the process can be found from Into: [Credit Transfer](#)
2. You have completed the online feedback questionnaire, and
3. You have submitted the end of exchange form.

**Erasmus students have also the following parts to be completed:**

1. Letter of Confirmation (upload to the end of exchange form)
2. Approved Online Learning Agreement, OLA (upload the last approved version to the end of exchange form)
3. Erasmus+ participant report (EU survey) (link to the survey will be send to your Aalto e-mail)
4. OLS language tests done (this is not compulsory, but recommended)

- Scholarships are paid twice a month (middle & end of the month) (documents must be returned at least 2-3 weeks prior to the date when you would like to receive the payment).
- Your whole scholarship is dependent on you fulfilling ALL the requirements – you need to return mandatory documents!

# Checklist on tasks and documents after exchange

	Bilateral exchange (outside Europe)	Erasmus+ exchange
<b>CREDIT TRANSFER</b> on Sisu	<b>X</b>	<b>X</b>
Exchange report	<b>X</b>	<b>X</b>
Transcript of record	<b>X</b>	<b>X</b>
BIZ Exchange survey (online)	<b>X</b>	<b>X</b>
Online Learning Agreement (OLA) signed by all three parties		<b>X</b>
Erasmus+ letter of confirmation		<b>X</b>
EU Survey/ participant report (online) <i>(do not worry if it does not match your actual end date, same dates for all because of the 1st part of scholarship = 90 days. )</i>		<b>X</b>
OLS language test, not compulsory 2026-27		<b>X</b>

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# Feelings after the exchange

- Reverse culture shock: While we often hear about culture shock when being in a new place, however, 'reverse culture shock' is also something that can occur when you return to your home after a period abroad.
- It can be worse than the culture shock in the beginning.
- Readjustment to your own culture can take time because of new experiences and possible changes in your self image.

**A!**

Photo by [Mulyadi](#) on [Unsplash](#)



# Graduation

You can start the graduation process after you have completed all the requirements for the degree.

Information can be found from Student Guide: [Graduation](#)

**A!**



# Main contact person in Mikkeli

**Ms. Annamari Vahvaselkä**

Student Exchange Coordinator

Lönnrotinkatu 5, 50100 Mikkeli, FINLAND

E-mail:

[annamari.vahvaselka@aalto.fi](mailto:annamari.vahvaselka@aalto.fi)

[exchange-mikkeli@aalto.fi](mailto:exchange-mikkeli@aalto.fi)

Mobile: +358 44 2927623

Annamari on vacation 1 – 14 May 2026

Mari on vacation 27 April – 1 May 2026

Summer vacations will be informed later.

Remember to read your Aalto e-mail during the exchange!

**A!**





Enjoy your exchange!