

WiT Programme – application instructions

Updated 26.9.2023

- Your application to the WiT Programme consists of:
 1. **an electronic application form** (opens 15th of August at 09:00, a link will be added to the website <https://www.aalto.fi/en/wit-programme/application>)
 2. a set of required **application documents** (see instructions below)
- Fill in the online application form during the application period 15th of August 2023 at 09:00 to 15th of October 2023 at 15:00 Finnish time (GMT +2)
- You can edit your application form within the application period
- Scan the original documents and save the files in colour PDF format (note: only the Career Portfolio is free format)
- Save the documents in the correct orientation so that a horizontal document is displayed horizontally, and a vertical document is displayed vertically
- Name the files as instructed (e.g. *Transcript-lastname-firstname*)
- Upload all the documents as attachments in the application form
- Maximum **total size of all attachments** for a single respondent is **50 MB**. Each file should be smaller or equal to 20 MB. If your portfolio is larger than 20 MB, leave the link to the file source in the dedicated box on the application form

Required documents for your application:

1. **Scanned colour copy of the original Master's degree certificate** (for postgraduates) **and Bachelor's degree certificate*** (for undergraduates and postgraduates) in PDF format

- Name the file according to format: *Degree-certificate-lastname-firstname.pdf*

*This document requirement does not apply to applicants with an incomplete degree. If your degree is unfinished at the application phase, leave the upload attachment section for the degree certificate blank. The degree must be completed by 31 December 2023.

2. **Scanned colour copy of the original official transcript of study records of the Master's and/or Bachelor's degree** (in PDF format)

- Name the file according to format: *Transcript-lastname-firstname.pdf*

3. Authorised translations of your degree certificate and the transcript of records (in PDF format) if the originals are not in English, Finnish or Swedish

- Name the file according to format: *Translation-transcript-lastname.pdf*

4. Proof of English language proficiency (in PDF format)

- See the accepted language tests, other accepted methods of demonstrating language skills and document instructions at <https://www.aalto.fi/en/admission-services/language-requirements-in-masters-admissions>
- Name the file according to format: *Language-lastname-firstname.pdf*

5. Curriculum Vitae (CV) and motivation letter (in PDF format)

- Each document maximum 2 pages
- Name the file according to format: *CV-lastname-firstname.pdf* and *Motivationletter-lastname-firstname.pdf*

6. Career Portfolio containing a description of your past experiences (free format)

- Maximum 10 pages
- If your portfolio is smaller or equal to 20 MB, upload it as an attachment in the application
- If your portfolio is larger than 20 MB, leave the link to the file source in the dedicated box on the application form
- If your portfolio contains password-protected video links, include the password(s) in your portfolio
- Name the file according to format: *Portfolio-lastname-firstname*

We are excited to receive your application!

In case of questions, contact our programme coordinator Anahita Rashidfarokhi at: anahita.rashidfarokhi@aalto.fi.