

Attention University students!



FOREIGN STUDENT

WHY REGISTER AT THE LOCAL REGISTER OFFICE (MAISTRAATTI)?

- ✓ **IN ORDER TO GET A FINNISH PERSONAL IDENTITY CODE**
(HENKILÖTUNNUS in Finnish, PERSONBETECKNING in Swedish, earlier called SOCIAL SECURITY NUMBER)
if you have not yet received it from the Finnish Immigration Service or the Tax Office
 - Remember to inform the university about your personal identity code!

- ✓ **IN ORDER TO MARK A TEMPORARY OR PERMANENT ADDRESS IN THE FINNISH POPULATION INFORMATION SYSTEM**
 - That is required for example for the **HSL travel card** or for opening a **bank account**



TO REGISTER YOU NEED TO:

1. **FILL OUT THE FORM** "registration information of a foreigner" on our website, print it out and sign it! <http://www.maistraatti.fi/en/Forms/>

AND

2. **PROVIDE US THE FOLLOWING DOCUMENTS:**

IF YOU ARE AN EU-CITIZEN:

- o The filled registration form <http://www.maistraatti.fi/en/Forms/>
- o Passport or official identity card
- o Attendance letter / study certificate from the school where you are studying (Admission letter is NOT accepted!)
- o If you want to be registered permanently, you also need to have the EU-citizen's registration paper from the Finnish Immigration Service http://www.migri.fi/eu_registration The permanent address is important if you want to get the student discount for your travel card.

IF YOU ARE A NON EU-CITIZEN:

- o The filled registration form <http://www.maistraatti.fi/en/Forms/>
- o Passport
- o Residence permit [Studying in Finland - The Finnish Immigration Service](#)
- o Attendance letter / study certificate from the school where you are studying (Admission letter is NOT accepted!)
- o In order to register permanently, your residence permit must be valid for at least 12 months and your study certificate for at least 2 years. The permanent address is important if you want to get the student discount for your travel card.

We need your COMPLETE address, also the apartment number, so please check it before you visit us!

IF YOU CAN'T VISIT OUR STAND AT THE ORIENTATION DAY AT YOUR SCHOOL, PLEASE VISIT OUR OFFICE:

- Lintulahdenkuja 2, 2nd floor, 00530 HELSINKI
- Piispankatu 34, 06100 PORVOO - Ajurinpuisto 4, 10600 TAMMISAARI

We recommend that you visit our office between 9 am. and 3 pm (Monday-Friday)!

If you have any questions, please contact us on international.uusimaa@maistraatti.fi or by phone **029 55 36300**