Note that you can reach us via our general e-mail studentservices@aalto.fi or by our service telephone number +358 29 442 9280 (open Mon-Thu 9 am - 15 pm, Fri 9 am - 2 pm).

**Reaching us as a Programme student**

In the matters pertaining to your degree programme studies, please consult your degree programme services. See your programme’s contact info.

**Student Service Desks**

**Starting Point**

helps you in issues common to all Aalto students: you can enrol, request student status certificates or get your official transcripts of records there.

- Visiting address: Espoo, Otakaari 1, Undergraduate centre, room Y199a. Find us on the map.
- Opening hours:
  - Mon 11 am - 1 pm
  - Tue 11 am - 1 pm
  - Wed 11 am - 1 pm
  - Thu 11 am - 1 pm
  - Fri 11 am - 1 pm.
- NB! Closed Tue 5th June
- Summer season opening hours from 25th June to 31st August 12 pm - 3 pm

**Hämeentie 135 A**

- Visiting address: Helsinki, Hämeentie 135 A, 4th floor (by elevator), room 4-19J2. Find us on the map
- Postal address: Aalto University, School of Arts, Design and Architecture, P.O. Box 31000, FI-00076 AALTO, FINLAND
- E-mail: studies-arts@aalto.fi
- Tel: +358 50 342 9758 (Tue-Thu 9 am -11 am)
- Opening hours:
  - Mon closed
  - Tue 12 am - 3 pm
  - Wed 12 am - 3 pm
  - Thu 12 am - 3 pm
  - Fri closed.

**Kemistintie 1**

- Visiting address: Espoo, Kemistintie 1, Building of Chemical Engineering, room C208. Find us on the map
- Postal address: Aalto University, School of Chemical Engineering, P.O. Box 16100, FI-00076 AALTO
- E-mail: studies-chem@aalto.fi
- Tel: +358 50 362 3017
- Opening hours:
  - Mon 9 am - 11 am & 12 am - 2 pm.
  - Tue closed
  - Wed 9 am - 11 am & 12 am - 2 pm
  - Thu 9 am - 11 am & 12 am - 2 pm
  - Fri 9 am - 11 am.

**Konemiehentie 2**

- Visiting address: Espoo, Konemiehentie 2, Computer Science Building, 1st floor, rooms B150 - B163. Find us on the map
- Postal address: School of Science, PO Box 15400, 00076 Aalto, Finland
Maarintie 8

- Visiting address: Espoo, Maarintie 8, TUAS building, Room 1151. Find us on the map
- Postal address: Aalto University, School of Electrical Engineering, P.O. Box 15500, FI-00076 AALTO Finland
- E-mail: studies-elec@aalto.fi
- Tel: +358 50 408 2913
- Opening hours:
  - Mon 9:30 am - 11 am
  - Tue 12 pm - 3:30 pm
  - Wed 9:30 am - 11 am & 12 pm - 3:30 pm
  - Thu 9:30 am - 11 am & 12 pm - 3:30 pm
  - Fri 9:30 am - 11 am.

Otakaari 1

- Visiting address: Espoo, Otakaari 1, Undergraduate centre, M entrance, U wing, 2nd floor, room U249. Find us on the map
- Postal address: Aalto University, School of Business, P.O. Box 21210, FI-00076 AALTO Finland
- E-mail address: study-biz@aalto.fi
- Tel: +358 40 353 8103
- Opening hours:
  - Mon closed
  - Tue 2 pm - 5 pm
  - Wed closed
  - Thu closed
  - Fri closed.

Otakaari 4

- Visiting address: Espoo, Otakaari 4, K1 building, room 235. Find us on the map
- Postal address: Aalto University, School of Engineering, P.O. Box 14100, FI-00076 AALTO, Finland
- E-mail: studies-eng@aalto.fi
- Tel: +358 50 3478 230
- Opening hours:
  - Mon closed
  - Tue 12 am - 2 pm
  - Wed closed
  - Thu 12 am - 2 pm
  - Fri closed.

Runeberginkatu 14-16

- Visiting address: Helsinki, School of Business main building, Runeberginkatu 14-16, A-wing, 1st floor. Find us on the map
- Postal address: Aalto university, School of Business, P.O. Box 21210, FI-00076 AALTO Finland
- E-mail: study-biz@aalto.fi
- Tel: +358 40 353 8103
- Opening hours:
  - Mon 10 am - 12 am
  - Tue closed
  - Wed 3 am - 4:30 am
  - Thu 10 am - 12 am
  - Fri closed.
Mikkeli

- Visiting address: Länknrotinkatu 5, 50100 Mikkeli
- Postal address: Aalto University School of Business, Mikkeli Campus / Study Office, Länknrotinkatu 5, FI-50100 Mikkeli
- E-mail: studyoffice-mikkeli@aalto.fi
- Tel: +358 50 438 9837

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- Open university service desks