Contact

Programme director

Professor Jari Huikku

Supporting studying and learning

The Department of Accounting offers academic support to the students in Accounting. Below is a list of the instructors who give academic support and their areas of interest. In questions regarding accounting studies in these specific areas, please contact the instructor in charge of the area.

<table>
<thead>
<tr>
<th>Auditing</th>
<th>Lasse Niemi</th>
<th><a href="mailto:lasse.niemi@aalto.fi">lasse.niemi@aalto.fi</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookkeeping, Financial Statement Analysis</td>
<td>Tapani Kykkänen</td>
<td><a href="mailto:tapani.kykkanen@aalto.fi">tapani.kykkanen@aalto.fi</a></td>
</tr>
<tr>
<td>Corporate Governance (Investor Relations, Executive Compensation, Board of Directors, Risk Management)</td>
<td>Seppo Ikaheimo</td>
<td><a href="mailto:seppo.ikaheimo@aalto.fi">seppo.ikaheimo@aalto.fi</a></td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>Henry Jarva</td>
<td><a href="mailto:henry.jarva@aalto.fi">henry.jarva@aalto.fi</a></td>
</tr>
<tr>
<td>Management Accounting (Capital budgeting, Strategic Management Control)</td>
<td>Jari Huikku</td>
<td><a href="mailto:jari.huikku@aalto.fi">jari.huikku@aalto.fi</a></td>
</tr>
</tbody>
</table>

Study planning

Programme specific study counselling and personal study plans (PSP or HOPS)

<table>
<thead>
<tr>
<th>Name</th>
<th>Programme</th>
<th>Office hours</th>
<th>Contact information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kuparinen Anna</td>
<td>Accounting</td>
<td>Tue 14-16 (Otaniemi, Ekonominaukio 1, Student Services, room Y115) You can also book a meeting for study counseling etc. here</td>
<td><a href="mailto:anna.kuparinen@aalto.fi">anna.kuparinen@aalto.fi</a> tel. 050-3765328</td>
</tr>
</tbody>
</table>

General contact information

General inquiries: studentservices@aalto.fi

Student service telephone:+358 29 442 9280  School of Business: +358 40 353 8107, +358 40 353 8103, +358 40 353 8106
Service hours: Mon-Thu from 9 a.m. to 3 p.m. & Fri from 9 a.m. to 2 p.m.

Starting Point

Visiting address: Undergraduate centre, Otakaari 1, room Y199a, Otaniemi campus. Find us on the map.
Opening hours: Mon-Wed 10 a.m. to 2 p.m. Thu-Fri 11 a.m. to 1 p.m.

Starting Point takes care of e.g.

- enrolment
- student status certificates
- official transcripts of records (you can order an official digitally-signed transcript of records from WebOodi)

Starting Point is an approachable service where you can ask about anything; we'll direct you to the right place.
In any matters regarding your right to study and studies, for instance, advice on studies and graduation as well as any applications related to studies (e.g. for extensions to the right to study, readmission), your primary contact point is the HelpDesk of School of Business (please see contacts below).

**School of Business HelpDesk**

At HelpDesk you can get advice on practical questions concerning your studies, such as registering for the academic year, transcripts of records and certificates of attendance. Please note that you can order an official digitally-signed transcript of records from WebOodi.

**Opening hours during the teaching periods**

- Mon 12:00 - 16:00
- Tue 12:00 - 16:00
- Wed 14:00 - 16:00
- Thu 14:00 - 16:00

HelpDesk is closed 30.4. and 7.5.

Email: study-biz@aalto.fi
Tel: +358 40 353 8107, +358 40 353 8103, +358 40 353 8106

Address: Ekonominaukio 1, room Y115.

**Personnel at the Learning Services**

<table>
<thead>
<tr>
<th>Last and first name</th>
<th>Areas of responsibility</th>
<th>Contact information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Rintala Anni</strong></td>
<td>Orientation days for Bachelor's students, student counselling for 1st year B.Sc. students</td>
<td><a href="mailto:anni.rintala@aalto.fi">anni.rintala@aalto.fi</a> tel. 050-5122683 Otakaari 1 M, room U249 Book a time for a meeting here</td>
</tr>
<tr>
<td><strong>Koivukangas Paula</strong></td>
<td>Coordination of curriculum / teaching planning, team leader</td>
<td><a href="mailto:paula.koivukangas@aalto.fi">paula.koivukangas@aalto.fi</a> tel. 050-5665679 Ekonominaukio 1, room Y115.</td>
</tr>
<tr>
<td><strong>Kouri Ilkka</strong></td>
<td>HelpDesk services in Otaniemi, Study register</td>
<td><a href="mailto:ilkka.kouri@aalto.fi">ilkka.kouri@aalto.fi</a> tel. 040-3538107 Otakaari 1 M, room U249</td>
</tr>
<tr>
<td></td>
<td>HelpDesk services, Study register</td>
<td>tel. 040-3538114 Ekonominaukio 1, room Y115.</td>
</tr>
<tr>
<td><strong>Seferi Valmire</strong></td>
<td>Examinations, Study register, HelpDesk Services in Töölö</td>
<td><a href="mailto:valmire.seferi@aalto.fi">valmire.seferi@aalto.fi</a> tel. 040-3538103 Ekonominaukio 1, room Y115.</td>
</tr>
<tr>
<td><strong>Haarala Johanna</strong></td>
<td>BSc diplomas, study right extensions, HelpDesk Services in Töölö</td>
<td><a href="mailto:johanna.haarala@aalto.fi">johanna.haarala@aalto.fi</a> / <a href="mailto:valmistumisen-biz@aalto.fi">valmistumisen-biz@aalto.fi</a> tel. 040-3538106 Ekonominaukio 1, room Y115.</td>
</tr>
<tr>
<td><strong>Mäkinen Salla</strong></td>
<td>Bachelor's level admissions, student counselling for 1st year B.Sc. students</td>
<td><a href="mailto:salla.makinen@aalto.fi">salla.makinen@aalto.fi</a> tel. 040-3538105 Otakaari 1 M, room U249 Book a time for a meeting here</td>
</tr>
<tr>
<td><strong>Näreaho Saana</strong></td>
<td></td>
<td><a href="mailto:saana.nareaho@aalto.fi">saana.nareaho@aalto.fi</a> tel. 050-4136414 Otakaari 1 M, room U249</td>
</tr>
<tr>
<td><strong>Lahti Pia</strong></td>
<td>Coordination and development of degrees /programs Presenting official of academic affairs in the school's expert bodies</td>
<td><a href="mailto:pia.lahti@aalto.fi">pia.lahti@aalto.fi</a> tel. 050-5124204 Ekonominaukio 1, room Y115.</td>
</tr>
</tbody>
</table>
Schultz Annika  
Master's admissions, double degree admissions  
annika.schultz@aalto.fi  
tel. 040-3538104  
Otakaari 1 M, room U249

Nurmi Tanja  
Graduation / diplomas  
valmistuminen-biz@aalto.fi  
tel. 040-3538108  
Ekonomiaukio 1, room Y115.

Hämäläinen Elli  
URHEA  
elli.hamalainen@aalto.fi  
tel. 040-3538141  
Ekonomiaukio 1, room Y115.

### Planning officers of the departments and programmes

Programme specific study counselling and personal study plans (PSP or eHOPS)

**NB: Office hours cancelled on Tuesday 30.4.2019.**

<table>
<thead>
<tr>
<th>Last and first name</th>
<th>Department / Programme</th>
<th>Office hour</th>
<th>Contact information</th>
</tr>
</thead>
</table>
| Törmälä Laura       | Economics              | Tue 14:00-16:00 | laura.tormala@aalto.fi  
tel. 040-3538110  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Pesonen Sanna       | Finance                | Thu 12:00-14:00 | sanna.pesonen@aalto.fi  
tel. 040-3538111  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Nuotio Essi         | Management studies/  
Management and International  
Business, IDBM | Mon 14:00-16:00 | essi.nuotio@aalto.fi  
tel. 050-3667355  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Kuparinen Anna      | Accounting/  
Accounting, Business Law | Tue 14:00-16:00 | anna.kuparinen@aalto.fi  
tel. 050-3765328  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Penttinen Tatiana   | Marketing              | Wed 12:00-14:00 | tatiana.penttinen@aalto.fi  
tel. 040-3538401  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Hämäläinen Elli     | Information and Service  
Management | Thu 12:00-14:00 | elli.hamalainen@aalto.fi  
tel. 040-3538141  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Söderholm Berit     | Management studies/  
Corporate Communication,  
Entrepreneurship & Innovation Management, Strategy, Creative sustainability | Mon 14:00-16:00 | berit.soderholm@aalto.fi  
tel. 040-3538199  
Ekonomiaukio 1, room Y115.  
Book a time for a meeting here |
| Saari Anna-Mari     | IDBM                   | By appointment | anna-mari.saari@aalto.fi  
040 353 8333  
Väre, room R201. |

### International Affairs / Student Exchange Services

**Opening hours**

- Tue 12:00-14:00
- Wed 12:00 - 14:00
• Thu 14:00 - 16:00

For other times please make an appointment.

Address: Ekonomiakio 1, room Y115.

<table>
<thead>
<tr>
<th>Last and first name</th>
<th>Phone</th>
<th>Email</th>
<th>Room</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Huovinen-Kiuru Sanna</td>
<td>040 353 8370</td>
<td><a href="mailto:incoming-biz@aalto.fi">incoming-biz@aalto.fi</a></td>
<td>Ekonomiakio 1, Y115</td>
<td>Incoming exchange students</td>
</tr>
<tr>
<td>Krigsholm Sanna</td>
<td>040 353 8116</td>
<td><a href="mailto:outgoing-biz@aalto.fi">outgoing-biz@aalto.fi</a></td>
<td>Ekonomiakio 1, Y115</td>
<td>Outgoing exchange students</td>
</tr>
<tr>
<td>Pekkanen Minna</td>
<td>040 353 8171</td>
<td><a href="mailto:outgoing-biz@aalto.fi">outgoing-biz@aalto.fi</a></td>
<td>Ekonomiakio 1, Y115</td>
<td>Outgoing exchange students</td>
</tr>
<tr>
<td>Kurtbay Saila</td>
<td>040 353 8170</td>
<td><a href="mailto:saila.kurtbay@aalto.fi">saila.kurtbay@aalto.fi</a></td>
<td>Ekonomiakio 1, Y115</td>
<td>Head of International Affairs</td>
</tr>
</tbody>
</table>

**Learning Services for Doctoral Candidates**

See Business, Economics and Finance

**Aalto University School of Business main building and address**

**Postal address**
Aalto University
School of Business
P.O. Box 21210
FI-00076 AALTO
Finland

**Visiting address**
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02150 Espoo