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Book an appointment

General information: masters-eng@aalto.fi

With questions regarding admission to the programme,
please contact Aalto University Admission Services: admissions@aalto.fi

☑ Student Service Desk

At the Student Service Desk

- you can get student certificates and transcripts of records are issued (you can get an official digitally-signed transcript of records via WebOodi).
- you may enroll for the academic year (primarily through WebOodi, please see instructions)
- you can make changes to your name and address in the student register (primary address can also be changed using WebOodi)
- registration of students and issues related to study rights, inc. non-degree students, are handled
- you can register to graduation ceremony or pick up your degree certificate after graduation

Visiting address: Otakaari 4, K1 building, room 102, ESPOO/Otaniemi

Postal address: Learning Services, P.O.Box 14100, 00076 AALTO, Finland
E-mail: studies-eng@aalto.fi
Telephone: +358 50 347 8230

Aalto University's shared helpdesk: studentservices@aalto.fi

Open on Tuesdays and Thursdays 12 noon – 2 p.m. (also upon agreement)

Exceptions in opening hours:

- Mail for Learning Services can be dropped at the mail box outside of the glass doors of the Learning Services hallway in Otakaari 4.

Please, give feedback to improve the Student Service Desk: http://www.webropolsurveys.com//S/F14B740EDA1A741B.par

Starting Point
Please note also that Aalto University’s joint Starting Point will serve you in Otakaari 1, Undergraduate Centre, room Y199. See opening hours.

- Certificates of student status and attendance
- Official transcript of records (you can also get an official digitally-signed transcript of records via WebOodi)
- Annual enrolment for the academic year (primarily done online via WebOodi)
- Changes of name and address for the student register

Student advisors

**School of Engineering Student Advisors**

Email: advisors-eng@aalto.fi
Postal address: ENG Study guidance, K103, PB 14100, 02150 Espoo.

You can also find the Student Advisors on Facebook: "Aalto ENG Opintoneuvola". Go ahead and like us!

**Reception**
room K103, Otakaari 4. Phone number during office hours +358 50 406 4409 also Whatsapp and Telegram

**International Study Advisor**

international-advisor-eng@aalto.fi

Reception hours:
International study advisor is **not** available during the summer, starting from May 28 till September 1.

Please contact niina.huovinen@aalto.fi for outbound exchange matters or exchanges-eng@aalto.fi for inbound exchange matters.

Reception hours (In Finnish)

**Practical Training Advisor**

Ville Tevajarvi, ville.tevajarvi@aalto.fi

K103, Otakaari 4, PB14100
E-mail: advisors-eng@aalto.fi

**Reception:** Room K103, Otakaari 4, PB14100
Reception hours (In Finnish)