Contact

Contact for Architecture programme

**Head of degree programme:** Toni Kotnik

**Learning services contact person:** Study Coordinator Sanna Tekonen, +358 50 595 0406, room P304 3rd floor, Appointment by email

See more contact information here

**Postal address:**
Aalto University school of Art, Design and Architecture
Department of Architecture, PL 31000, 00076 AALTO

**Visiting address:**
Department of Architecture, Otaniementie 14

**Open hours:**
During academic semesters 1.9. - 31.5.
mon - thu klo 7.45 - 20.00
fri klo 7.45-18.00

**Caretakers:**
Pasi Hämäläinen +358 50 384 1622 (H126)
Mira Bartholdi +358 50 537 2604 (H126)

lobbyservice-mt (at) aalto.fi

**Architecture Workshops:**
Postal address:
PL 17500, 00076 AALTO
Metallimiehenkuja 4
Tel: 050 347 2225

Open: mon-thu klo 8.00-17.00
fri klo 8.00-16.00

**ARTS Student Services**

<table>
<thead>
<tr>
<th>Tel.</th>
<th>+358 50 342 9758 (Mon-Fri 9 - 15)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email:</td>
<td><a href="mailto:studentservices@aalto.fi">studentservices@aalto.fi</a></td>
</tr>
<tr>
<td><strong>Postal address:</strong></td>
<td>Learning Services</td>
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<tr>
<td></td>
<td>Aalto University School of Art,</td>
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<td></td>
<td>Design and Architecture</td>
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<td>P.O. BOX 31000</td>
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<td></td>
<td>00076 AALTO</td>
</tr>
<tr>
<td><strong>Street address:</strong></td>
<td>Väre, Otaniementie 14</td>
</tr>
<tr>
<td></td>
<td>Otakaari 1</td>
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</tbody>
</table>

The Student Services of School of Art, Design and Architecture don't have their own, specialised student service desk. Most cases can be handled via email, phone or appointment.

**Starting Point - student services office**

- Contact information and opening hours
- Visiting address: Undergraduate centre, Otakaari 1, room Y199a, Otaniemi campus.
- Find us on the map.

The Student Services offers general guidance to students, regarding e.g.
general guidance to start getting help on any issues
- enrollment
- study rights
- certificate of attendance (official electronic certificate can be downloaded in WebOodi)
- transcripts of records (official electronic certificate can be downloaded in WebOodi)

Reach us via email studentservices@aalto.fi on these matters:
- non-degree studies
- degree certificates
- studies in other Aalto School or other universities
- international students can also contact the office with questions regarding immigration or other practical issues

Aalto ARTS Learning Services

The departments have planning officers and study coordinators in charge of advising students with study related matters. If you have general questions regarding the studies, you can turn to the staff of the programme or major.

Note: Email addresses are in the form firstname.lastname[a]aalto.fi (for letters such as ä or ö, use a and o instead)

Meeting points for reserved meetings are:
- **Department of architecture & exchange coordinators**: Väre 3rd floor Working Cafe
- **Department of Design**: Väre 2nd floor Galleria lobby (not Working Cafe)
- **Film, Art and Media**: 1st Working Cafe (J111 edusta)
- **Bachelor students** meetings can also be arranged in Otakaari 1 A-wing, room A110

School level services

<table>
<thead>
<tr>
<th>Manager</th>
<th>Leena Koskinen</th>
<th>+358 50 381 5922</th>
</tr>
</thead>
</table>

Services for students

<table>
<thead>
<tr>
<th>Team Leader</th>
<th>Ville Leppiläki</th>
<th>+358 50 596 8806</th>
</tr>
</thead>
<tbody>
<tr>
<td>Study Affairs Secretary</td>
<td>Kirsti Niemensivu</td>
<td>+358 50 544 1490</td>
</tr>
<tr>
<td>General studies</td>
<td>Nina Sjölund</td>
<td>+358 50 380 6541  Reserve a time</td>
</tr>
<tr>
<td></td>
<td>Sanna Väisänen</td>
<td>+358 50 562 5776  Reserve a time</td>
</tr>
<tr>
<td>University Wide Art Studies</td>
<td>Sanna Lumikko</td>
<td>+358 46 921 7751  Reserve a time</td>
</tr>
<tr>
<td>JOO studies</td>
<td>Tuuli Asunmaa</td>
<td>+358 50 571 7106  Reserve a time</td>
</tr>
<tr>
<td>Internal Mobility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International services, Incoming exchange students</td>
<td>Anna-Kaisa Antinoja</td>
<td><a href="mailto:in-exchange-arts@aalto.fi">in-exchange-arts@aalto.fi</a> +358 50 409 6340 Reserve a time for Anna-Kaisa</td>
</tr>
<tr>
<td>Outgoing exchange studies</td>
<td>Johanna Virta</td>
<td><a href="mailto:out-exchange-arts@aalto.fi">out-exchange-arts@aalto.fi</a> +358 50 358 0886 Reserve a time</td>
</tr>
<tr>
<td>Career services</td>
<td>Ulla Eskola</td>
<td>career-arts(at)aalto.fi +358 50 331 3185</td>
</tr>
<tr>
<td>(Internships abroad and in Finland)</td>
<td></td>
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</tbody>
</table>
Doctoral programme  |  Tiina Kotti  |  doctoral-arts@aalto.fi, +358 50 373 5970, Reserve a time
Graduation  |  Pulmu Föhr-Siltavuori  |  +358 46 921 7751 Reserve a time
Language studies  |  +358 50 599 7932
Accessibility

Services for teachers

| Team Leader  |  Iiris Kauppija  |  +358 50 598 7650
Learning IT (Oodi, Sisu)  |  Wille Leppämäki  |  +358 50 596 8806
Educational Developer  |  Karl Nuutinen  |  +358 50 562 7543

Services for external customers

| Team leader  |  Iina Ekholm  |  +358 50 442 0722
International education projects  |  Hanna Karkku  |  +358 50 562 7709
Staff exchange

Aalto ARTS degree programme's contact information

Department of Architecture

| Architecture (Bachelor's degree)  |  Eino Paananen  |  +358 50 505 9070 Reserve a time
Architecture, Creative Sustainability  |  Sanna Tekonen  |  +358 50 595 0406
Landscape Architecture  |  Niina Tikkanen  |  +358 50 513 8480 Reserve a time
Urban Studies and Planning  |  Tiina Pylkkönen  |  +358 50 911 0381 Reserve a time
Interior Architecture  |  Meri Karjalainen  |  +358 50 4460040 Reserve a time

Department of Art

| Visual Culture and Contemporary Art  |  Anne Rautanen  |  + 358 50 513 8480 Reserve a time
Art Education  |  Vilvi Poutialnen  |  +358 50 3077 267 Reserve a time
Nordic Visual Studies and Art Education (NoVA)  |  Nina Sjölund  |  +358 50 380 6541 Reserve a time

Department of Design

| Product and Spatial Design and Contemporary Design  |  Mervi Palva  |  +358 50 513 8180 Reserve a time
Collaborative and Industrial Design
Co-operation and coordination with Shanghai D&I
Study coordinator for CoID Tongji-students

Meri Amala
+358 50 308 5778 Reserve a time

Creative Sustainability
International Design Business Management
Study coordinator for CS and IDBM Tongji-students
Master of European Design (MEDes)

Naoko Nakagawa
+358 50 361 3928 Reserve a time

Fashion, Clothing and Textile Design

Mari Partanen
+358 50 355 6195 mari.2.partanen@aalto.fi Reserve a time

Design

Kristiina Tengvall
+358 50 352 4709 Reserve a time

Department of Film and Television

Film and Television (BA)
Sanna Väisänen
+358 50 562 5776 Reserve a time

Film and Television (MA)
Animation (MA)
Ilona Virtanen
+358 50 315 2150 Reserve a time

Majors in Costume Design, Production Design and Scenography
Tuuli Asunmaa
+358 50 571 7106 Reserve a time

Department of Media

Visual Communication Design (BA)
Sari Tarvainen
+358 50 502 7718 Reserve a time

Photography
Visual Communication Design (MA)
Susanna Koistinen
+358 50 433 3865 Reserve a time

New Media
Anna Arsniva
+358 41 518 9766 Reserve a time