

# Contact

## Spatial Planning and Transportation Engineering

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With questions related to general questions (study right, certificates and enrollment): [masters-eng@aalto.fi](mailto:masters-eng@aalto.fi)

With questions regarding admission to the programme, please contact Aalto University Admission Services: [admissions@aalto.fi](mailto:admissions@aalto.fi) or visit [Applying to master's programmes](#) website.

### Contact information of 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](mailto:studies-eng@aalto.fi)

**Telephone:** +358 50 347 8230

Aalto University's shared helpdesk: [studentservices@aalto.fi](mailto:studentservices@aalto.fi)

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

**Because of coronavirus situation our student service desk is closed until further notice.**

**You can reach us via email and phone.**

*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

Study advisors:

## School of Engineering Student Advisors

Email: [advisors-eng@aalto.fi](mailto: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

[Reception hours](#) (In Finnish)

### Contact information of Learning Services (School of Engineering):

#### Energy Technology (EEN), Mechanical Engineering (MEC), Advanced Energy Solutions (AAE, ENG's majors)

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- guidance for students
- admissions
- curriculum planning
- applications for credit transfers
- applications for study right extensions

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#### Geoinformatics (GIS), Real Estate Economics (REC), Spatial Planning and Transportation Engineering (SPT), Creative Sustainability in Real Estate and Water Management (CS in RE&WM), Water and Environmental Engineering (WAT), Urban Studies and Planning in Real Estate Economics (USP in REE)

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### Building Technology (CIV), Geoengineering (GEO)

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### Joint International Master's Programmes

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Nordic Masters: Cold Climate Engineering, Environmental Engineering, Innovative Sustainable Energy Engineering, Maritime Engineering	Börje Helenius, planning officer	room 115, Otakaari 4, PO Box 14100 tel. +358 50 5906388 <a href="mailto:borje.helenius@aalto.fi">borje.helenius@aalto.fi</a> <a href="#">Book an appointment</a>
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Environmental Pathways for Sustainable Energy Systems (SELECT)	Börje Helenius, planning officer	room 115, Otakaari 4, PO Box 14100 tel. +358 50 5906388 <a href="mailto:borje.helenius@aalto.fi">borje.helenius@aalto.fi</a> <a href="#">Book an appointment</a>
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European Mining, Minerals and Environmental Programme (EMMEP)	Saara Kanerva, planning officer	room 105, Otakaari 4, PO Box 14100 tel. +358 50 4085549 <a href="mailto:saara.m.kanerva@aalto.fi">saara.m.kanerva@aalto.fi</a> <a href="#">Book an appointment</a>
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## Doctoral Programme

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Ritva Viero, Planning Officer	<ul style="list-style-type: none"> <li>• secretary for doctoral programme committee</li> <li>• admissions</li> <li>• curriculum</li> </ul>	room 233, Tietotie 1 E, PO Box 15200 tel. +358 50 597 0610 <a href="mailto:ritva.viero@aalto.fi">ritva.viero@aalto.fi</a>
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## Bachelor's Programme

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## School's Learning Services

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