After admission to Master’s studies

Congratulations on your admission to Aalto University!

From this moment on, the Learning Services of your school in Aalto University take the responsibility for your guidance. Contact information is available in the instruction letter attached in your admission e-mail.

On this page we have listed the steps to take after admission and before the start of your studies. Read the information carefully and take needed action in due time to ensure a smooth start for your studies.

Are you curious about what studying at Aalto is truly like? Grab a cup of something hot and join our students for a chat about studies and student life at Aalto. Virtual coffee sessions are via Zoom and you will have the opportunity to ask questions via video, chat or voice! You can ask questions about for example studies and student life in Aalto, residence permit, scholarships, accommodation, Finnish bank account, travel card, etc. Aalto Squad (our student ambassadors) are happy to answer your question during those chats.

Chat with Aalto students | Aalto University

Chats in 2022

Friday 10 June 2-3 pm (GMT +3) https://aalto.zoom.us/meeting/register/u5Epc-yvpsHoH9DdTPXOOXoygryu6_6cF45

Get to know our Squad members! They tell their experiences at Aalto University and in Finland in their website. You can reach students during weekly Coffee with Squad sessions and via Unibuddy chat platform all throughout the spring and summer 2022. Registration for chats and Unibuddy can be found here: https://www.aalto.fi/en/study-at-aalto/chat-with-aalto-students.

Want to share your journey to Aalto and student experience while studying? Apply to Aalto Squad by 1 May! Trainee, Student ambassador – Aalto Squad | Aalto University

Newsletter 1 - April

School of Engineering
School of Business
School of Chemical Engineering
School of Science
School of Electrical Engineering
School of Arts, Design and Architecture

Newsletter 2 - May

School of Chemical Engineering
School of Arts, Design and Architecture
School of Electrical Engineering
School of Science

Newsletter 3 - June

School of Arts, Design and Architecture
School of Chemical Engineering
School of Electrical Engineering

Congratulations on your admission to Aalto University!

1. Accept Your Admission Offer by 20 April 2022 (3:00 pm, GMT +3)
1. Accept Your Admission Offer by 20 April 2022 (3:00 pm, GMT +3)

Admission results will be published at earliest on 29 March 2022. The applicants will receive an email notification once their results are published and the admission result can be viewed at studyinfo.fi service. The Aalto University schools send an official electronic admission letter by email to those who have gained admission to the university.

Accept your admission offer at studyinfo.fi according to the given instructions as soon as possible after receiving the notification of your admission. The deadline for accepting the admission offer is 20 April 2022 (3:00 pm, GMT +3). If you have any problems with accepting the offer online, please contact the student services immediately.

Once you have accepted the offer, the acceptance cannot be cancelled. If you fail to accept the admission offer by the deadline, the admission offer will be cancelled.

In case you decide to decline your admission offer, please inform your decision at studyinfo.fi. This is important so that the study place can be offered to an applicant placed on a waiting list.

Students with Finnish personal identity code and online banking ID:

Accept the study place in the studyinfo.fi portal by logging into My Studyinfo service. Please follow the instructions in the Studyinfo portal on how to accept the admission offer.

Students without Finnish personal identity code and online banking ID:

You will receive an email from the Studyinfo portal with instructions on how to accept the study place. The email includes a personal link to a web page where you can accept the study place.

Applicants placed on a waiting list are informed of their waiting list number when the admission results are published. If an admitted applicant does not accept the admission offer by the deadline, the applicant highest on the study option’s waiting list will be admitted. The deadline for admitting applicants off the waiting list is 10 June 2022.

If you are admitted off the waiting list, you will receive an email to the email address you have given in the application system. The deadline to accept the admission offer received from the waiting list is by 20 April 2022 at 15.00 (3 pm, GMT +3) or within 7 days of the admission notification. Please check your personal acceptance deadline from your admission letter and then follow the above instructions for accepting the offer.

Instructions for applicants admitted to their second priority study option and placed on a waiting list to their first study option

If you applied to two study options and were admitted to your second priority study option and placed on a waiting list to your first study option, you can accept the offer of admission to your second study option conditionally and choose to remain on a waiting list for your first study option. The confirmation of accepting the study place will become binding, if you are not admitted off the waiting list to your first study option. If you are admitted off the waiting list to your first study option, the acceptance of the study place will transfer to your first study option automatically and become binding.

If you have been admitted to your second study option and have chosen to remain on the waiting list for your first study option, you can change the conditional acceptance of the admission offer to your second study option as binding (if it has not changed already) and stop being on the waiting list. This change cannot be withdrawn. It is not possible to enrol to the university before the conditional acceptance of the study place has become binding.

Please note that a conditional acceptance of the admission offer cannot be changed to cancellation of accepting the admission offer. In that sense, also a conditional acceptance is binding.

Note that scholarships are study-option-specific. If you have been granted a scholarship, to your second study option, it does not transfer to your first study option. You lose the scholarship, if you do not accept the study place bindingly and are admitted off the waiting list to your first study option. If you wish to receive the scholarship and start studies in your second study option, accept the study place bindingly as soon as possible.
According to the one study place per term provision (Universities Act 558/2009) students may accept only one study place leading to a higher education degree in Finland during one academic term. Higher education degrees include bachelor’s, master’s, licentiate and doctoral degrees awarded by universities as well as polytechnic degrees. The academic terms run from 1 August to 31 December and 1 January to 31 July. Even if the student postpones the commencement of studies, or interrupts his/her studies, the student cannot accept another study place for a degree programme starting in the same academic term.

If you have more than one admission offer, please consider carefully which one you wish to accept. Read more in Stutyinfo.fi portal.

If you already have a right to study at a Master’s programme in Aalto University, please note that you can have only one valid right to study towards the same degree. If a student accepts a new study place in a Master’s programme (for instance, leading to the degree of Master of Science in Technology) the old Master of Science in Technology right to study is forfeited.

2. Submit certified hard copy documents by 27 May 2022 (3:00 pm, GMT +3)

Majority of applicants must submit certified hard copy documents by postal mail to Admission Services of the university. If you are required to submit certified (attested) hard copy documents, it is written in your admission letter. The certified hard copy documents must be received by the given deadline. Admission is conditional until the certified hard copy documents have been received.

The deadline for the officially certified documents of applicants admitted in March and applicants admitted off the waiting list in April is 27 May 2022 (at 15.00, GMT +3). For applicants admitted off the waiting list in May or June, the deadline is 17 August 2022 (at 15.00, GMT +3).

Read carefully the instructions for certified hard copy documents. Please note that the documents are required as hard copies submitted by postal mail or courier service.

Read and follow the instructions on Country-specific document requirements page if your degree is completed in any of the listed countries. There is a country-specific requirement also for degrees completed in Finland.

Conditionally granted right to study will be cancelled if the certified documents; or documents according to the country-specific document requirements; are not received in the required manner by the deadline.

3. Return the Aalto Scholarship Terms document and/or pay the tuition fee if applicable

Degree students who are citizens of countries outside the EU/EEA or Switzerland are generally required to pay tuition fees. The amount of the tuition fee as well as information of possibly awarded scholarship is in the admission letter.

If you are liable to pay tuition and have been awarded an Aalto University scholarship or a Finland Scholarship, please return the signed document “Aalto University’s Scholarship Terms of Acceptance” by the given deadline. The document is sent with the other admission documents.

Detailed instructions for the payment will be in the invoice, which is issued after you have accepted your admission offer. The invoice is sent by email and payment is due by the given date, normally within 30 days from the invoice. If you are awarded a tuition fee waiver, the amount awarded will be deducted from your invoice, e.g. if you are awarded a 50 % scholarship, your invoice will concern half of the tuition fee due for that academic year. If you are awarded a 100 % scholarship no invoice will be sent. Tuition fee needs to be paid before enrolling as attending (see section 5).

More information on tuition fees and scholarships.

4. Did you apply with an incomplete degree? Submit a certified hard copy of your degree certificate by 17 August 2022 (3:00 pm, GMT +3)

If you applied with an incomplete degree, the degree must be completed by 31 July 2022. Please submit a certified hard copy of the degree certificate / diploma (and its authorised translation, if the document is not in English, Finnish or Swedish) as soon as possible. The document(s) must be received at the latest by 17 August 2022 (3:00 pm, GMT +3).

If you are not able to graduate or the required documents are not received by the deadline, the conditionally granted study place will be cancelled.

Read the instructions for submitting certified hard copy documents.

Read and follow the instructions on Country-specific document requirements page if your degree is completed in any of the listed countries. There is a country-specific requirement also for degrees completed in Finland.

5. Enrol for the academic year 2022-2023

After accepting an offer of admission, you have to enrol each academic year as either an attending or a non-attending student. We strongly recommend new students to enrol by 31 July 2022 to ensure smooth start of studies.

All degree students must enrol as either attending or non-attending each academic year. If you do not enrol as either attending or non-attending by the end of the enrolment period, you will forfeit your right to study.
Enrolment as an attending student

To enrol as an attending student at Aalto University, login to My Studyinfo and use the enrolment service to pay the obligatory membership fee of the Aalto University Student Union (AYY). If you wish to join a student association (guild or subject-specific association) in your field of study, you also need to pay any membership fees for it.

- **Students without Finnish personal identity code and Finnish e-identification service (by an online bank or other Finnish service):** You have to login to My Studyinfo by using the personal link from the email from the My Studyinfo portal with which you accepted your study place (email has been sent 22 March onwards and has a subject "Offer of admission in Studyinfo"). The email includes a personal link to My Studyinfo, please see further information in Studyinfo. If you have already deleted the email, please contact student services (at studentservices@aalto.fi), the email cannot be sent again and you have to complete your enrolment following the instructions from the student services.

The enrolment period begins on 2 May 2022 and ends 2 September 2022. If you cannot use the payment methods in the enrolment service of My Studyinfo and therefore enrol online, contact the student services (at studentservices@aalto.fi).

Due to additional regulations concerning tuition fees, students with a tuition fee liability must first pay their tuition fee before enrolling in OILI. Your tuition fee must be received in full by the university before enrolment is possible. You will receive a receipt of the payment from the university when the payment has been processed. After you receive the receipt, enrolment in OILI can be enabled by student services. You can contact the student services (at studentservices@aalto.fi) to ensure that your enrolment has been enabled.

To ensure that your student status is valid from the beginning of academic year (1 August) you should enrol no later than 31 July 2022 and sooner if possible. Enrolling as attending is also a precondition for using any Aalto services, getting a student number, and registering for courses.

Enrolment as a non-attending student (i.e. deferring the start of studies)

In your first year of studies you can enrol as a non-attending student (i.e. deferring your start of studies) only for reasons referred to in the Universities Act (Yliopistolaki 558/2009, Section 39), that is, if you are:

- in active service referred to in accordance with the Conscription Act (1438/2007), the Non-Military Service Act (1446/2007) or the Act on Voluntary Military Service for Women (194/1995), please note that the possibility to enrol as non-attending in the first year of studies for reasons of active service is valid only for service performed in Finland;
- on maternity, paternity or parental leave; or
- unable to start your studies due to a medical condition or injury.

Enrol as non-attending in My Studyinfo. You must have one of the reasons mentioned above to enrol as non-attending and you must send a certificate verifying the reason to the university when you enrol as non-attending.

- **Students without Finnish personal identity code and online banking ID:** You have to use the same personal link from the email that you have received from the Studyinfo portal when accepting your study place. The email includes a personal link to My Studyinfo, please see further information in Studyinfo. If you have already deleted the email, please contact student services (at studentservices@aalto.fi) and they can send the email again.

If your reason is the performance of military or non-military service, send the documents verifying the reason to the student services (at studentservices@aalto.fi). State clearly in the subject of the email: "New student enrolment as non-attending, certificate / [your name], [your study option /programme]."

If you refer to a medical condition, maternity or paternity leave, or your documents includes other sensitive information, send the documents as a secure message via https://securemail.aalto.fi to confidential@aalto.fi. State clearly in the subject of the email: "New student enrolment as non-attending, certificate / [your name], [your study option /programme]." Please follow the instructions for sending secure messages.

The certificates must be either in English, Finnish or Swedish. If the original certificate has been translated from other language, the original document must be included.

Enrol and submit the document(s) by 31 July 2022 at the latest, or sooner if possible. In order to allow enough time to process them by the end of the enrolment period (2 September 2022), if you do not have valid reasons to enrol as a non-attending student, you will receive notice of the matter and instructions on how to enrol as an attending student.

Duration of non-attendance

If you have reasons specified in the law for enrolling as non-attending during your first year of studies and they are in effect between 1 August 2022 and 31 July 2023, you may enrol as non-attending for the entire academic year. Please note, however, that non-attending status may affect the amount of time you have remaining to complete a degree. For further details, please see additional information on the effect of periods of absence on the permissible duration of studies.

- If you enrolled as non-attending for the whole academic year but you want to have non-attending status for the autumn term only, you must change your spring term 2023 enrolment status to attending. You can enrol as attending in OILI or by contacting the Student Services. You will need to pay the Aalto University Student Union (AYY) membership fee for the spring term, payment can be made in OILI.
- If you enrolled as attending for the whole academic year, but you want to be non-attending for spring term 2023 only, you must change your spring term 2023 enrolment status to non-attending. To do this, submit document(s) verifying the reason for the non-attending to the student services. You may apply for a refund of your student union membership fee for spring term after the enrolment has been completed.

Military service, non-military service or other long period of non-attendance

If you have accepted the offer of admission before year 2021, please contact the student services (at studentservices@aalto.fi) to find out about starting your studies.
Students who have accepted an offer of admission in 2021 or earlier

Because you have already accepted your study place, the instructions on how to accept the offer of admission do not concern you. Enrol on 2 May - 31 July 2022 in the OILI-enrolment service.

Remember to read your Aalto e-mail address! If you have not activated your Aalto IT account yet, do it now.

New students admitted in 2022

If you plan to enrol as a non-attending student in your first year of study, accept the offer of admission and enrol following the instructions in the section Enrolment as a non-attending student.

- If you enrol as a non-attending student only for the autumn term, contact your school no later than in November to ensure a swift start to your studies in January. Please see also the page Getting started with your studies in January.
- If you enrol as non-attending for the whole academic year, follow up on these pages in summer 2023 for up-to-date information on starting your studies in 2023–2024.
- If you are a non-attending student for the spring term, contact your school no later than in November to ensure a swift return to studies in the academic year 2023–2024.

Duration of studies

The right to study is valid for only a definite period of time. This means that you can only enrol as a non-attending student for a certain amount of terms without it having an effect on the time you have left to complete your degree. The maximum duration of studies is defined in different ways depending on the reason for absence. For further details, please see additional information on permissible duration of studies.

6. Apply for residence permit (non-EU/EEA Citizens) or register your residence (EU/EEA Citizens)

Non-EU/EEA citizens

If you are a non-EU/EEA citizen, you are normally required to have a residence permit in Finland. Read more under arrival and settling in, and go through the Finnish Immigration Service information about the residence permit application and their instructions for degree students with tuition fees.

The application process takes time, so please apply for the residence permit immediately, and start making the arrangements for the compulsory visit to a Finnish mission (embassy or consulate). You need to have a valid residence permit before arriving in Finland and starting your studies.

Note that the coronavirus pandemic may affect the residence permit application process. Please see Migri’s pages for effects of the coronavirus on their services.

More information on registering with the authorities.

EU/EEA citizens

EU/EEA citizens do not need a residence permit, but upon arrival in Finland, must register their right of residence. The application for the EU registration must be submitted within three months of the day of arrival, please see Migri’s information on registering an EU citizen’s right of residence.

The application can be submitted online, but the registration process requires a personal visit at the Finnish Immigration Service (Migri) service point. It is advisable to book an appointment for registration beforehand (already in the summer), as waiting times can be long and in September there may not be time slots available anymore.

More information on registering with the authorities.

Citizens of Nordic countries

Nordic citizens don’t need a residence permit, but upon arrival in Finland, must register their personal data in the Finnish Population Information system. In connection with the registration, you will receive a Finnish personal identity code. More detailed information about the registration process on Digital and Population Data Services Agency’s (DVV) pages. Please note that you must personally visit DVV for the registration.

More information on registering with the authorities.

7. Apply for student accommodation

You should apply for housing as soon as you have accepted the admission offer or as soon as possible with the respective housing provider (e.g. not earlier than four months prior to the intended start of the contract). Student housing is provided by the Aalto University Student Union (AYY) or the Foundation on for Student Housing in the Helsinki Region (HOAS). University does not own student apartments and students are responsible for seeking housing themselves.

Please read carefully further instructions for seeking accommodation under housing.
8. Plan and organize your travel to Finland

Studies in Aalto University start with an orientation during late-August – early-September. Check on your programme page (section "starting your studies") the exact start date of the orientation programme and plan your arrival schedule accordingly. Consider reserving a couple of days for settling in before the orientation programme. The courses start on 5 September 2022.

More information about how to continue your journey from the airport and how to use public transportation in Helsinki region is found in the section arrival and settling in.

9. Activate your Aalto user account

The Aalto IT username and password are used to login to all Aalto online services. Once you have activated your IT account, you have access to many electronic services, including your Aalto email. The university uses email as the primary means of communication, so it is essential that you keep on top of your Aalto email at all times. You can activate the Aalto University IT account on July at the earliest after you have enrolled for the academic year and received an activation email for your Aalto IT account. If you have accepted an offer of admission in 2021 or earlier, you can activate your Aalto IT account right away.

You can activate your Aalto IT account on July onwards. You will receive an invitation email to your personal email. You will receive an email when the activation of Aalto IT account is possible. The email will be sent to the email address you have used when you applied to the university. Please follow the instructions of IT services and activate your account as soon as possible. Note: Student benefits are active starting August 1st (eg. YTHS and HSL).

- You can activate your account at salasana.aalto.fi with your Finnish online banking details, Finnish mobile certificate or with a Finnish electronic ID (HST) card.
- If you don’t have strong identification, you’ll receive activation email, please follow instructions at aalto.fi. The activation uses the email and the phone number you used when you applied.
- If self-activation is not possible, you must visit the IT service desk to activate your Aalto IT account. Please remember to bring official, photographic ID with you (such as passport).

10. Apply for a student card

The student card is proof of your student status and it is the simplest way to get student discounts in, for instance, the university restaurants and public transport. For additional information on the student card go to the AYY site.

You can download an electronic student card for mobile devices, after you have enrolled as an attending student. The electronic card is accepted in the university restaurants and public transport as proof of student status. The app will ask you for a Finnish ID number but you can leave this field blank if you don’t have one yet.

Please note that the right to student discounts begins when the right to study begins, 1 August onwards, and the activation of electronic student card is not possible before 1 August.

If you wish to get the student card and discounts at the beginning of the semester (1 August 2022), enrol as attending at the latest by 31 July 2022.

11. Pay the health care fee for students in higher education by 30 September

University students who are entitled to use the services of the Finnish Student Health Service (FSHS) have been required since January 2021 to pay a student healthcare fee to Kela for each academic term. All students who are registered as attending for the current term and are studying for a Bachelor’s or Master’s degree are entitled to FSHS services.

If you are entitled to FSHS services, you must pay the student healthcare fee. You cannot get an exemption for example for using occupational health services instead of FSHS, or for not receiving any financial aid for students.

You are not billed for the student healthcare fee but must make sure to pay it in OmaKela for each academic term. How to pay the student healthcare fee.

The due date for paying the student healthcare fee is determined based on the date on which you register as attending (below, the bolded due dates are the most common ones for new Aalto students):

<table>
<thead>
<tr>
<th>Term</th>
<th>Enrolment date</th>
<th>Due date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autumn: most common situation for new students at Aalto (enrolment period ends at the beginning of September)</td>
<td>30 September or before</td>
<td>30 September</td>
</tr>
<tr>
<td>Autumn: only for exceptional situation (e.g. re-enrolment)</td>
<td>1 October or later</td>
<td>31 December</td>
</tr>
<tr>
<td>Spring: normal, most common situation at Aalto (enrolment period ends at the beginning of January)</td>
<td>31 January or before</td>
<td>31 January</td>
</tr>
</tbody>
</table>
12. Apply for governmental financial aid for students with permanent residence in Finland

Non-Finnish students with permanent residence (type A or P) in Finland may qualify for the governmental financial aid. A description of the right to receive student financial aid is available on the Social Insurance Institution of Finland (KELA) website.

Adult Education Allowance is an allowance granted by the Education Fund on certain conditions to students who have already been employed before starting their studies. In some cases, adult students may also finance their studies with their unemployment benefit; for additional information, see the TE services (employment services) website.

13. Next step: Getting started with your studies

Besides taking care of the above-listed items, we recommend you to also familiarize yourself with your new study environment. For that purpose we have collected some items under Getting started with your studies.

Complete a self-study preorientation on MyCourses learning platform in July/August, when you have activated your Aalto user ID. Pre-orientation takes 3-4 hours to complete.

If you are entering Finland for the first time, have a look at instructions for arrival and settling in. To settle in smoothly, you should also plan and schedule the registration processes that are required outside the university.