Visiting students and researchers

International doctoral students and researchers are warmly welcome to Aalto University School of Science to carry on research and complete doctoral courses when it is mutually agreed between the visitor’s university and Aalto University School of Science.

Coming to carry on research or to complete courses?

If you are planning a visit to the School of Science, regardless of if you are coming to carry on research or to complete courses, the first thing to always do is to contact a professor at the department, which would be the target of your visit. You can use our list of research fields and professors for help. The following practicalities should be agreed upon before arrival: the duration of your visit, supervision, financing, and anything else needed.

Most of the visits are conducted under an employment contract and thus the HR secretary or HR team of the visiting department is your main information source when it comes to all the practical arrangements related to your visit.

Doctoral guest study right for visiting doctoral students

If you are from a partner university of Aalto University, you can apply for the doctoral guest study right for the duration of the stay here at Aalto University. Doctoral guest study right is a fixed-term study right. The doctoral guest study right is granted only for taking courses.

Guest student status:

- Allows the visiting doctoral student to enroll for courses in Sisu and to use the MyCourses platform and other IT systems, which may be needed in connection with the courses.
- Enables the payment of the voluntary student union AYY membership fee, which can provide some student benefits during the visit. However, it is good to note that the doctoral guest students are not unfortunately entitled to all the same student discounts as bachelor or master students. Please read more from Student Union AYY’s information page for doctoral students.
- Allows the use of sport services by Unisport.

Apply for doctoral guest study right

Before being able to apply, you need to have a supervisor agreed for your visit. If the person who will supervise your visit in practice in the end is not a professor, there still has to be a professor’s approval for your visit on the background. Agree all the practical matters concerning your visit with your supervisor (duration of your visit, supervision, financing, etc.).

When you have everything agreed with your supervisor, please ask the HR-coordinator of your Aalto department to send an email message to exchanges-sci@aalto.fi with the following information:

- your name
- home university
- email address; and
- the dates of your visit at the department (start date, end date)

The HR-coordinator could also tell us the name of your supervising professor at School of Science responsible for your visit.

There is no exact time period when you should apply for the guest student status. Naturally, it will be easier for you if you apply before your arrival and thus the decision can be ready right from the beginning of your stay. But if you are not in a hurry with starting the courses, you can apply also after you have arrived to Aalto. Note however, that we reserve two weeks for the processing of the application.

After receiving the confirmation from the department, you will be sent application guidelines and link for the electronic application form from the Student Services of Doctoral Programme. The required application attachments for the guest student application are:

- CV
- Transcript of Records from your home university
- Copy of Passport
- and, if available, copy of the work agreement/welcome letter/similar document where one can see the approval of the supervising professor at the School of Science

The decision about the guest study right is done by Manager of Academic Affairs at the School of Science and you will be informed about the decision by email.

Other options to take courses

It is possible to take courses even if you are not from a partner university of Aalto. Further information about these options you can find below.

FiTech offers versatile studies for different needs and for different target groups. For more information, see https://fitech.io/en/

Aalto University Open University offers individual courses in Business, Technology, Languages and Art and Design. For more information, see https://www.aalto.fi/en/aalto-university-open-university
Non-degree studies enable studies at Aalto University without a right to complete a degree. For more information, see https://www.aalto.fi/en/admission-services/non-degree-studies-exchange-studies-studies-under-the-flexible-study-right