Contact

School of Engineering

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>Student Services 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 Sisu).
- you may enroll for the academic year (primarily through Oili, please see instructions)
- you can make changes to your name and address in the student register (primary address can also be changed using Sisu)
- 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
E-mail for bachelor's students: bachelorstudies-eng@aalto.fi
E-mail for master's students: masterstudies-eng@aalto.fi
Telephone: +358 50 347 8230

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

Our student service desk is open
on Tuesdays 12–14 and on Thursdays 13–15.

- Exceptions to opening hours:
  - Closed 23.12.2022 and 1.1.2023
  - In the first week of January open
    Tue 3.1.2023 12-15
    Wed 4.1.2023 13-15
    Thu 5.1.2023 10-13

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

Contact information of Learning services:
> Contact information of Learning services:
Study advisors
>

Student Services (for example certificates of attendance and transcripts of records): Contact