

JAMK UNIVERSITY OF APPLIED SCIENCES PARTNER INFORMATION SHEET



Information for partners under Agreement on
Student and Staff Mobility

Full Legal Name of the Institution	Jyväskylän ammattikorkeakoulu/ JAMK University of Applied Sciences	
Erasmus+ Codes	Erasmus code: SF JYVASKY11 Erasmus Charter 29483-EPP-1-2014-1-FI-EPPKA3-ECHE PIC code: 996682955	
Head of Institution	Rector / President Jussi Halttunen	
Institution's Website	www.jamk.fi www.jamk.fi/en/JAMK-information/international/	
International Services	<ul style="list-style-type: none">• Address: Rajakatu 35, FI-40200 Jyväskylä, FINLAND• General questions: international@jamk.fi• Agreements: international.agreements@jamk.fi• Exchange students: studentmobilityA@jamk.fi and studentmobilityB@jamk.fi (see the study fields below)• International Services FaceBook• Brochure for Incoming Exchange Students	
Head of International Services		
Ms Nina Björn	International Relations Manager Institutional Erasmus Coordinator <ul style="list-style-type: none">• The coordination and development of internationalisation at JAMK (education)• Erasmus+ programme Institutional Coordinator• Coordination of foreign management level visits	nina.bjorn@jamk.fi +358 40 585 6791
Student Mobility		
Ms Armi Hirvonen	International Coordinator, Student Mobility <ul style="list-style-type: none">• Front office administration and coordination of incoming and outgoing student mobility in the following study fields:<ul style="list-style-type: none">◆ Health and Social Studies◆ Music◆ Teacher Education◆ Business (incoming students)• Erasmus+ Global administrative duties in the above mentioned study fields incl. student and staff mobility	studentmobilityA@jamk.fi Ms Hirvonen +358 40 849 4035
Ms Sanna-Leena Piironen	International Coordinator, Student Mobility <ul style="list-style-type: none">• Front office administration and coordination of incoming and outgoing student mobility in the following study fields:<ul style="list-style-type: none">◆ Technology, transport and ICT◆ Agricultural and Rural Industries◆ Tourism, hospitality and Service Business◆ Business and Business information systems (outgoing students)• Erasmus+ Global administrative duties in the above mentioned study fields incl. student and staff mobility	studentmobilityB@jamk.fi Ms Piironen +358 40 705 4506
Ms Alison Doolittle-Suokas	International Coordinator <ul style="list-style-type: none">• Back office support for student mobility<ul style="list-style-type: none">◆ Outgoing student grants◆ Development and coordination of marketing, informing, forms, website and student intra etc. related to student mobility	alison.doolittle.suokas@jamk.fi +358 50 409 7568
Administration and Staff Mobility		
Ms Miska Lepistö	International Relations Planner <ul style="list-style-type: none">• Planning and development of international affairs• Administration of mobility agreements• Erasmus+ Global coordination and development	international.agreements@jamk.fi miska.lepisto@jamk.fi +358 50 417 5123

Ms Katja Liimatainen	International Relations Planner <ul style="list-style-type: none">Planning and development of international affairsErasmus+ Programme coordination and developmentErasmus+ Outgoing Staff mobility	katja.liimatainen@jamk.fi +358 40 566 0402		
Ms Minna Junttila	Specialist <ul style="list-style-type: none">Coordination of staff visits from partners/potential partnersConsultation of programme/project applications concerning international mobilityCoordination of JAMK Summer School	minna.junttila@jamk.fi +358 40 588 6533		
Academic advisors of the Schools				
Mr Risto Korkia-Aho	International Coordinator, School of Business <ul style="list-style-type: none">Specific information and academic guidance about the international affairs concerning the School of Business (academic advisor)	rkorkia@jamk.fi +358 40 521 5687		
Ms Eila Burns	International Coordinator, Teacher Education College <ul style="list-style-type: none">Specific information and academic guidance about the international affairs concerning the Teacher Education College (academic advisor)	eila.burns@jamk.fi +358 40 532 3126		
Information for Incoming Exchange and Double Degree Students				
Compiled information for exchange students	www.jamk.fi/For-incoming-exchange-and-double-degree-students			
Exchange Study Programmes offered and Courses taught in English	www.jamk.fi/Study-Programmes-and-Courses-offered-for-Exchange-and-Double-Degree-Students The courses for the next academic year will be published on our website about six months prior to the beginning of the next semester.			
Credits/Credit hours per academic year	The student's yearly workload is 1600 hours corresponding to 60 ECTS Credits. If the annual hours are allocated to 40 weeks, the workload of each week is 40 hours. Respectively, the total workload of a semester is 800 hours of student work (30 ECTS credits). One ECTS credit is equivalent to about 27 hours of student work. This can consist of contact lessons, online learning, group work, independent study, preparation for exams, exams, etc.			
Assessment, ECTS, guidance, student workload, exams, study culture	www.jamk.fi/Studying-as-an-exchange-and-double-degree-student			
Academic year and semester dates	www.jamk.fi/General-Information-for-Exchange-and-Double-Degree-Students			
Language of instruction	<table><tr><td><input checked="" type="checkbox"/> English</td><td><input checked="" type="checkbox"/> Finnish</td></tr></table>		<input checked="" type="checkbox"/> English	<input checked="" type="checkbox"/> Finnish
<input checked="" type="checkbox"/> English	<input checked="" type="checkbox"/> Finnish			
Is a Finnish language course organised for incoming students?	Yes			
Nomination deadlines	15 April for the following autumn semester/academic year 15 October for the following spring semester Please send your nominations using our online form: https://www.webropol-surveys.com/S/2BE4175733369177.par Late nominations are accepted, but the actual application must be completed within the application deadlines!			
Application deadlines	15 May for the following autumn semester and the following academic year 31 October for the following spring semester			

Admission approval/rejection	<p>For exchanges starting in the autumn semester the letter of acceptance and practical information will be sent by week 23 (beginning of June).</p> <p>For exchanges starting in the spring semester the letter of acceptance and practical information will be sent by week 47 (end of November).</p>
Application Procedure	www.jamk.fi/Application-Periods-and-Process-for-Exchange-and-Double-Degree-Students
Admissions Criteria	www.jamk.fi/Admissions-Criteria-for-Exchange-and-Double-Degree-Students
Required language skills	<p>English B1 (Common European Framework of Reference for Languages, see description of the framework: http://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf)</p> <p>Home institution is responsible for checking students' language skills. Any written proof of English proficiency (language testing) is not however required</p>
Students with disabilities	www.jamk.fi/Accessibility-in-Exchanges
Orientation	<p>Orientation for Exchange Students takes place at the beginning of each semester (end of August/beginning of January and beginning of February for School of Business)</p> <p>www.jamk.fi/Services-for-Foreign-Students</p>
Services for exchange students (e.g. tutoring, Friend Family Programme)	www.jamk.fi/Services-for-Foreign-Students
Accommodation	<p>www.jamk.fi/Accommodation-for-Exchange-and-Double-Degree-Students</p> <p>JAMK provides necessary information concerning housing, but does not guarantee housing for the Exchange Students. The Exchange Students are responsible for applying the accommodation independently. The lessor always makes the final decision on renting the apartment.</p>
Visa, residence permit and right of residence	www.jamk.fi/Visa-Residence-Permit-and-Right-of-Residence-for-Exchange-and-Double-Degree-students
Insurance	www.jamk.fi/Insurance-Coverage-for-Exchange-and-Double-Degree-Students
Transcript records of	<p>Sent twice a year:</p> <p>For autumn semester within 5 weeks after all the grades have been given or by the end of February at the latest</p> <p>For spring semester/the whole academic year within 5 weeks after all the grades have been given or by the end of September at the latest</p>
Study material	A student may have to acquire study materials and in that case has to cover the costs.
Approximate monthly costs (in Euros)	750€
Food	Approximately 2,60 €/meal at the student cafeteria
City transportation	A single ticket bought in the bus costs 3,00€. Students can load student priced trips to travel cards, where 1 trip costs 1,70€ (zone 1) and is valid for 5 years. Students can also get a travel card valid for either 30, 90, 180 days or 1 year, cost for each is 51€, 145€, 275€ or 510€.
Students' organization Contact information	<p>Student Union JAMKO</p> <p>Tutoring (buddy system), Survival kits and student ID cards</p> <p>kv@jamko.fi, www.jamko.fi/en/</p>

Websites for other useful information for incoming international students	<ul style="list-style-type: none"> • JAMK University of Applied Sciences - www.jamk.fi • Facebook: https://www.facebook.com/JAMK-University-of-Applied-Sciences-International-Services-331193510232341/ • Facebook for Exchange students: Invite will be sent when the student is accepted • Finnish Immigration Service: http://www.migri.fi/frontpage <p>Travel Websites</p> <ul style="list-style-type: none"> • City of Jyväskylä - www.jyvaskyla.fi • Discover Finland - http://finland.cimo.fi • Virtual Finland - http://virtual.finland.fi • Travel in Finland - www.travel.fi/int • Weather - www.foreca.com/eng/weather • Finland - www.visitfinland.com
Information for partners and visitors	
Information for partners	www.jamk.fi/en/JAMK-information/international/For-partners-and-businesses/
Information for Visitors (e.g. teacher or other staff member planning to visit JAMK)	www.jamk.fi/For-visitors Staff members with disabilities: http://www.jamk.fi/accessibility-in-exchanges Recommended language skills for Erasmus teachers/staff members: B2