

## Fact Sheet for International Exchange Partners and Students Department of Law, Stockholm University 2019/2020

### Contact Information

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Name of University	<b>Stockholm University</b>
Postal Address	Department of Law, Office of International Affairs, SE-106 91 Stockholm, Sweden
Visiting Address	Universitetsvägen 10C, Frescati, Stockholm
Website	<a href="http://www.jurinst.su.se/english">http://www.jurinst.su.se/english</a>
Tel	+46 8 16 20 00 (Switchboard)
E-mail general enquires	<a href="mailto:international@juridicum.su.se">international@juridicum.su.se</a> – For partners and general inquiries. <a href="mailto:exchange@juridicum.su.se">exchange@juridicum.su.se</a> – For nominated and prospective exchange students.
Social Media	Instagram: @su_juridicum
Office of International Affairs	Sandra Fagerlund – Manager Shirin Shams – International Coordinator Candice Roccasalva – International Coordinator

### Profile

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As one of the largest universities in Sweden, with over 33,000 undergraduate and master's students, Stockholm University offers unprecedented access to teaching and research facilities. Stockholm University, located in Sweden's capital city, is the region's center for higher education and research in humanities, law, the natural and social sciences, with a focus on the work of leading international researchers. In the heart of Sweden's only national urban park, the university is surrounded by natural beauty, whilst being only a few minutes journey from the city center.



## General information

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Academic calendar	Autumn semester 2019: 2 September 2019 - 19 January 2020 Spring semester 2020: 20 January 2020 - 7 June 2020 Examinations are arranged throughout the year with no fixed examination periods. Each course ends with an examination which can be of various types. Break over Christmas depends on each specific course schedule.
Language of instruction	Swedish and English
Full time study load	30 credits (ECTS). Courses are normally worth 15 credits. Students can choose two 15-credit courses each semester. One week of full-time studies equals 1.5 credits. The workload is 40 hours per week, including lectures, reading assignments, seminars and independent studies. For questions regarding the courses, please contact the international coordinators.

## General information about the Swedish Law Programme

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The law programme of four-and-a-half years leading to the Swedish Master of Laws Degree LL.M. (in Swedish: *Juristexamen*) is the standard law programme in Sweden. The Law Programme is mainly taught in Swedish. The degree is required for professions such as that of a judge, attorney at law and prosecutor.

The standard law programme consists of compulsory courses taught over a period of six and a half terms. In their fourth year, students can choose from app. 60 specialized courses. *Approximately 20-25 of these specialized courses are given in **English** and open to both foreign exchange and Swedish law students.* Foreign exchange students who are proficient in Swedish may also apply to attend the courses taught in Swedish. Almost every course ends with a written examination. **Please know that these courses are on an advanced level and your students will preferably have at least two and a half year of fulltime studies within law before joining us.**

## Application information – Semester/Full Year Exchange programme

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Nomination deadline	For autumn semester 2019 - 30 April 2019 For spring semester 2020 – 30 September 2019. Nominations will be sent in from partner university coordinators via an <a href="#">online form</a> . Read more about the process in the pdf: "Department of Law nomination process 2019-2020".
Application	All students must officially be nominated by their home university to be eligible for an exchange at the Department of Law. After the nomination is received, <i>the students</i> will be given access to the application.
Application deadlines	For autumn semester 2019 – 10 May 2019. For spring semester 2020 – 10 October 2019.
Application material required	In two steps, first: <b>Online form</b> and the most recent copy of <b>Transcript of records in English</b> , and later <b>Course selection form</b> .
Language requirements	Students whose mother tongue is not English are recommended to have at least a level of B2-C1, or equivalent of an overall IELTS score of 6.5 or an overall TOEFL score of 575 (paper-based/100 internet-based). We do not need to see the test results but ask all our partners to make sure their students have this level before nominating them to us.

## Course information

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Course catalogue	<a href="#">Academic year 2019/2020</a> . This list might be subject to change. Law students need to have studied at least 120 credits in law in order to gain access to our advanced law courses. 120 credits equals full time studies for two years. Please know that students who join us during the first semester of their third year might struggle with a knowledge gap if they have no previous studies in the particular area of law that they choose to study here in Stockholm.
Swedish language course	<a href="#">Swedish language courses</a> on different levels are offered for free by the Department of Swedish Language and Multilingualism to all incoming exchange students. More information about language courses are given on Orientation Day.
Transcript of record	Students can issue an official transcript of records through our student portal. This comes with a verification code (bottom of the page). If you require a hard copy, please state so in the nomination online form.

## Application information – Summer programme 2019 (for Law and Business students)

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Nomination deadline	31 March 2019 Nominations will be sent in from partner university coordinators via an <a href="#">online form</a> . All students (max. 5 per partner institution) must officially be nominated by their home university to be eligible for the programme.
Application	After the nomination is received, <i>the students</i> will be given access to the application.
Application deadlines	10 April 2019. Payment deadline (for housing and social programme) 15 April 2019.
Application material required	In two steps, first: <b>Online form</b> , then: <b>Payment received</b>
Language requirements	Students whose mother tongue is not English are recommended to have at least a level of B2-C1, or equivalent of an overall IELTS score of 6.5 or an overall TOEFL score of 575 (paper-based/100 internet-based). We do not need to see the test results but ask all our partners to make sure their students have this level before nominating them to us.
Courses	The courses are in Law and Business, your students can take courses within both areas if they want to. Or they can choose to study only one subject. You can <a href="#">read about the courses on the web page for the summer programme</a> .

## Accommodation

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General information	<a href="#">Exchange student housing website</a>
Contact information	Åsa Wedlund, <a href="mailto:housingoffice@su.se">housingoffice@su.se</a>
Application	Students apply for housing through the online application for exchange studies. Access to the online application will be given to nominated students after the application deadline each semester.

## Practical information

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Handbook	<a href="#">Handbook for International and Exchange Students</a>
Orientation week	Before each semester starts, we organize <a href="#">Welcome Activities</a> .
Registration	Registrations are made automatically for all incoming exchange students.
Visa	<a href="#">Studying in Sweden</a> – Swedish Migration Agency
Insurance	All incoming students will be covered by the state insurance <a href="#">Student IN</a>

Cost of living

[Here is a guideline for living costs.](#) We recommend you to add on at least SEK 1000 due to the higher living costs in Stockholm.

Getting to the University

Map over [Campus Frescati](#), where the Department of Law is located in "Södra Huset", building C.



### Additional student resources

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Student Services

[www.su.se/english/study/student-services](http://www.su.se/english/study/student-services)

Health Service

<http://www.studenthalsanistockholm.se/english/>

Disabilities

[www.su.se/english/study/disability](http://www.su.se/english/study/disability)

Student Union

[The Law Students' Association](#)

Buddy programme

Scroll down on [this page](#)

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**We look forward to a continued fruitful cooperation and to welcoming your students here in Stockholm in 2019/2020!**

## Department of Language Education

### ANNEX TO THE ERASMUS + INTER-INSTITUTIONAL OR BILATERAL AGREEMENT

#### Key Action 1 – mobility for learners and staff – Higher education Student and Staff Mobility

##### 1. Information about higher education institutions

###### 1.1 Institutional details

At Stockholm University, there are approximately seventy departments and centres within the Faculties of Humanities, Law, Sciences and Social Sciences. All Erasmus agreements at Stockholm University are signed and handled on a departmental level. Each department is responsible for its own Erasmus agreements and exchanges. Incoming exchange students can normally only study courses within the partner department unless otherwise agreed. For teacher education, students it is agreed that since these programmes span over many faculties, teacher education students can study at departments attached to their programmes.

Note that Teacher and Staff exchange has to be prepared at least one semester prior to the planned visit.

###### 1.2

Name of the Institution	Stockholm University
Erasmus code	S STOCKHO01
Institution website	<a href="http://www.su.se/english">www.su.se/english</a> and <a href="http://www.isd.su.se">www.isd.su.se</a>
Information for incoming students	<a href="http://www.isd.su.se/english/education/study-information">http://www.isd.su.se/english/education/study-information</a>
Course catalogue	<a href="http://www.su.se/english/study/courses">www.su.se/english/study/courses</a>
Teacher Education Portal	<a href="http://www.su.se/teacher-education/">www.su.se/teacher-education/</a>
Official StudyinSweden web	<a href="https://studyinsweden.se/">https://studyinsweden.se/</a>

###### 1.3 Main contacts

Institutional Coordinator	
Contact details – to be contacted:	<p>Institutional Erasmus Coordinator at Stockholm University Ms Karin Granevi</p> <p><i>Note that any document to be signed within the Erasmus mobility agreement is to be done by the international coordinator at the department with which the agreement has been done. See below.</i></p> <p>Departmental International /Erasmus Coordinator Ms Suk-hi Cho Stockholm University, Department of Language Education, Universitetsvägen 10E, SE-106 91 Stockholm, SWEDEN +46-8-1207 6647 <a href="mailto:suk-hi.cho@isd.su.se">suk-hi.cho@isd.su.se</a> Email: <a href="mailto:international@isd.su.se">international@isd.su.se</a></p>

	<b>Head of Department Dr Anna Chryssafis</b> Email: <a href="mailto:anna.chryssafis@isd.su.se">anna.chryssafis@isd.su.se</a> <b>Deputy Head of Department Dr Tore Nilsson</b> E-mail: <a href="mailto:tore.nilsson@isd.su.se">tore.nilsson@isd.su.se</a>
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## 2. Recommended language skills

Subject area	Language of Instruction 1 and level	Language of instruction 2 and level	Type of mobility
		English B2	<b>Students</b> :SMS - SMT
		English B2	<b>Staff</b> : STA - STT

\*Level according to Common European Framework of Reference for languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

## 3. Additional requirements

### **Stockholm University:**

Students and staff with disabilities are welcome to Stockholm University. Arrangements for the exchange have to be agreed on before nomination. The sending institution is responsible for covering all extra costs in connection with the exchange. Learn more at: [www.su.se/english/study/student-services/studying-with-a-disability](http://www.su.se/english/study/student-services/studying-with-a-disability)

## 4. Calendar

- 4.1 Scanned Applications/information with Learning Agreement, Linguistic Proficiency proof and academic transcript of prior studies of **nominated students** must reach together with the Excel-file wherein the nominated student/s' name, birthdate and e-mail are filled-in **The Department of Language Education** before the term in question at latest:

Autumn term	No later than May 15
Spring term	No later than October 15

### 4.2 Decision

The receiving institution will send its decision with letter of acceptance to the student and his/her international coordinator within **6 – 8 weeks**.

### 4.3 Transcript of records

A Transcript of Records will be issued no later than **8 weeks** after the assessment period has finished at **the Department of Language Education and department of the subject/s the student has studied**. The student must inform the international coordinator on where to mail these transcripts, i.e. if it should be mailed to the student or to his/her international coordinator.

## 5. Information

### 5.1 Grading system of the Institution

Website Stockholm University: [www.su.se/english/study/courses/educational-system/grading-system-1.24](http://www.su.se/english/study/courses/educational-system/grading-system-1.24)

### **Other information**

#### **5.2 Visa**

**The Department of Language Education** will provide assistance, when required, in securing visas for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education.

Information and assistance can be provided by the following contact points and information sources:

<b>Contact details</b>	<a href="mailto:international@isd.su.se">international@isd.su.se</a>
<b>Website</b>	Swedish Migration Board: <a href="http://www.migrationsverket.se/info/studera_en.html">www.migrationsverket.se/info/studera_en.html</a>

#### **5.3 Insurance**

**The Department of Language Education** will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education. The institution will inform mobile participants of cases in which insurance cover is not automatically provided. Incoming exchange students and guest staff are insured during their stay at Stockholm University.

Information and assistance below.

For student insurance: <http://www.su.se/english/education/student-life/practicalities/insurance-information-1.343465>

For visiting staff: <http://www.su.se/english/staff/personnel/insurance-for-researchers?cache=title%3Danv%2Fstudent-services%2Fit-for-students%2Fget-access-to-all-it-services-1.239486>

#### **5.4 Housing**

**The Department of Language Education** will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. The Housing Office may assist in student accommodation offers to a certain extent provided the nomination of the student reach the international coordinator by the dead-line of nomination as seen above.

**Housing office** can after prior contact with the international coordinator at the receiving department offer guest rooms to incoming staff at the University's Guesthouse in Bergshamra.

Information and assistance can be provided by the following contacts and information sources:

<b>Contact details</b>	<a href="mailto:international@isd.su.se">international@isd.su.se</a>
<b>Website</b>	<a href="http://www.su.se/english/education/student-services/housing">http://www.su.se/english/education/student-services/housing</a>