



Logo of Institution

Name of Institution

## ANNEX TO THE *ERASMUS + INTER-INSTITUTIONAL AGREEMENT* with the University of Genoa

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

#### 1. Information about higher education institutions

##### 1.1 Institutional details

Name of the Institution	Kymenlaakson ammattikorkeakoulu, university of applied sciences (Kyamk)
Erasmus code	SF KOTKA06
Institution website	<a href="http://www.kyamk.fi">www.kyamk.fi</a>
International Students webpage	<a href="http://www.kyamk.fi/exchange">www.kyamk.fi/exchange</a>
Information for incoming students	<a href="http://www.kyamk.fi/exchange">www.kyamk.fi/exchange</a>
Course catalogue	<a href="https://soleops.kyamk.fi/opsnet/disp/en/welcome/nop/nop/clr?menuid=0">https://soleops.kyamk.fi/opsnet/disp/en/welcome/nop/nop/clr?menuid=0</a>

##### 1.2 Main contacts

Institutional Coordinator	Henrik Luikko
Contact details	Address: PB 9, 48401 Kotka, Finland (Visiting address Pääskysentie 1, 48220, Kotka) Phone +358 44 702 8232 Fax +358 5 230 2430 Email <a href="mailto:Henrik.Luikko@kyamk.fi">Henrik.Luikko@kyamk.fi</a>

Other useful contacts	
International Office Staff	<a href="http://www.kyamk.fi/io_staff">www.kyamk.fi/io_staff</a>
Online application	<a href="https://kyamk.moveonnet.eu/moveonline/incoming/welcome.php">https://kyamk.moveonnet.eu/moveonline/incoming/welcome.php</a>

## 2. Recommended language skills

Subject area	Language of Instruction	Recommended language of instruction level*	Type of mobility
	English	B1	SMS
	English	B2	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

### 4. Calendar

4.1 Applications/information on nominated students must reach Kymenlaakso UAS by:

Autumn term	15 <sup>th</sup> May
Spring term	1 <sup>st</sup> November

### 4.2 Decision

The receiving institution will send its decision within 4 weeks.

### 4.3 Transcript of records

A Transcript of Records will be issued no later than 5 weeks after the assessment period has finished at Kymenlaakso UAS (*Name of Institution*).

## 5. Information

### 5.1 Grading system of the Institution

SF KOTKA06	
The Finnish grading scale	Definition
5	Excellent
4	Very good
3	Good
2	Highly satisfactory
1	Satisfactory
0	Failed
H	Accepted without numerical grade

### Other information

#### 5.2 Visa

Kymenlaakso UAS 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:

Contact details	<a href="mailto:international@kyamk.fi">international@kyamk.fi</a>
Website	<a href="http://www.kyamk.fi/exchange">www.kyamk.fi/exchange</a> -> additional information for accepted students -> other documents required

#### 5.3 Insurance

Kymenlaakso UAS 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.

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

[www.kyamk.fi/exchange](http://www.kyamk.fi/exchange) -> additional information for accepted students -> other documents required

#### 5.4 Housing

Kymenlaakso UAS will guide incoming mobile participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education.

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

Contact details	<a href="mailto:international@kyamk.fi">international@kyamk.fi</a>
Website	<a href="http://www.kyamk.fi/exchange">www.kyamk.fi/exchange</a> -> accommodation

### Institutional Key Data Sheet

<b>NAME OF THE INSTITUTION</b>	Kymenlaakson ammattikorkeakoulu, University of Applied Sciences
<b>ERASMUS ID /EUC</b>	SF KOTKA06 / 29568-IC-1-2007-1-FI-ERASMUS-EUCX-1 29568-LA-1-2014-1-FI-E4AKA1-ECHE (2014-2020)
<b>ADDRESS</b>	P.O.Box 9, FI-48401 Kotka Finland; Visiting address: Pääskysentie 1, 48220 Kotka
<b>PRESIDENT</b>	Mr Petteri Ikonen, DA

### General information on Studies:

<b>ACADEMIC CALENDAR</b>	Fall Term: 01.09.2014 – 19.12.14 Spring Term: 12.01.2015 – 03.05.2015 (Design: 16.06.2015) <a href="http://www.kyamk.fi/academicyear">www.kyamk.fi/academicyear</a>
<b>DEADLINE FOR APPLICATIONS</b>	Autumn Term / Whole Academic Year: 15 <sup>th</sup> of May Spring Term: 1 <sup>st</sup> of November
<b>ACCOMMODATION</b>	International office can arrange accommodation for incoming exchange students
<b>CREDIT SYSTEM</b>	ECTS
<b>STUDIES IN ENGLISH</b>	<p><b>Kouvola:</b></p> <p>Game Design – Bachelor's degree program in English            International Business * – Bachelor's degree program in English            International Business Management – Master's degree program in English</p> <p>Media - courses in English arranged on agreement with the department</p> <p><b>Kotka:</b></p> <p>Industrial Management and Logistics * - 75 ECTS            Energy Engineering * – 75 ECTS            Business Logistics * - 75 ECTS</p> <p>Health Promotion - Master's degree program in English            Social care - courses in English arranged by the department (40 ECTS)</p> <hr/> <p>* Double Degree possibility</p>
<b>APPLICATION PROCEDURE</b>	Online application system; all candidates have to be nominated by the international office.
<b>ADDITIONAL INFORMATION</b>	<a href="http://www.kyamk.fi/exchange">www.kyamk.fi/exchange</a> <a href="http://www.kyamk.fi/DD">www.kyamk.fi/DD</a> <a href="mailto:www.kyamk.fi/io_staff">www.kyamk.fi/io_staff</a>



### Institutional Key Data Sheet

<b>INTERNATIONAL AFFAIRS OFFICE</b>	<p>Kymenlaakso University of Applied Sciences, International Affairs Office  <b>Head of International Relations, Institutional Erasmus Coordinator:</b>          Mr Henrik Luikko          tel. +358 44 702 8232 fax +358 5 230 2430          email: <a href="mailto:henrik.luikko@kyamk.fi">henrik.luikko@kyamk.fi</a></p>
<b>INTERNATIONAL AFFAIRS OFFICE CONTACT INFORMATION</b>	<p><b>Metsola campus, Kotka</b>  <b>Social and Health care, Technology, Maritime</b></p> <p><b>Incoming Students, Double degree cooperation</b>          Mr. Grigory Budin          tel. +358 44 702 8484          email: <a href="mailto:grigory.budin@kyamk.fi">grigory.budin@kyamk.fi</a></p> <p><b>Outgoing Students, Staff mobility :</b>          Ms. Sari Pieviläinen          tel. +358 44 702 8236          email: <a href="mailto:sari.pievilainen@kyamk.fi">sari.pievilainen@kyamk.fi</a></p>
	<p><b>Kasarminmäki campus, Kouvola</b>  <b>Business, Culture (Design &amp; Media)</b></p> <p><b>Incoming &amp; Outgoing Students:</b>          Mr. Ulf Jensen-Munk          tel. +358 44 702 8479          email: <a href="mailto:ulf.jensen-munk@kyamk.fi">ulf.jensen-munk@kyamk.fi</a></p> <p><b>Outgoing Students:</b>          Ms. Heidi Järvi          Tel. +358 44 702 8237          email: <a href="mailto:heidi.jarvi@kyamk.fi">heidi.jarvi@kyamk.fi</a></p>