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# JAMK UNIVERSITY OF APPLIED SCIENCES PARTNER INFORMATION SHEET



Information for partners under Agreement on  
Student and Staff Mobility

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

Ms Katja Liimatainen	<b>International Relations Planner</b> <ul style="list-style-type: none"> <li>• Planning and development of international affairs</li> <li>• Erasmus+ Programme coordination and development</li> <li>• Erasmus+ Outgoing Staff mobility</li> </ul>	<a href="mailto:katja.liimatainen@jamk.fi">katja.liimatainen@jamk.fi</a> +358 40 566 0402		
Ms Minna Junttila	<b>Specialist</b> <ul style="list-style-type: none"> <li>• Coordination of staff visits from partners/potential partners</li> <li>• Consultation of programme/project applications concerning international mobility</li> <li>• Coordination of JAMK Summer School</li> </ul>	<a href="mailto:minna.junttila@jamk.fi">minna.junttila@jamk.fi</a> +358 40 588 6533		
Academic advisors of the Schools				
Mr Risto Korkia-Aho	<b>International Coordinator, School of Business</b> <ul style="list-style-type: none"> <li>• Specific information and academic guidance about the international affairs concerning the School of Business (academic advisor)</li> </ul>	<a href="mailto:rkorkia@jamk.fi">rkorkia@jamk.fi</a> +358 40 521 5687		
Ms Eila Burns	<b>International Coordinator, Teacher Education College</b> <ul style="list-style-type: none"> <li>• Specific information and academic guidance about the international affairs concerning the Teacher Education College (academic advisor)</li> </ul>	<a href="mailto:eila.burns@jamk.fi">eila.burns@jamk.fi</a> +358 40 532 3126		
Information for Incoming Exchange and Double Degree Students				
Compiled t information for exchange students	<a href="http://www.jamk.fi/For-incoming-exchange-and-double-degree-students">www.jamk.fi/For-incoming-exchange-and-double-degree-students</a>			
Exchange Study Programmes offered and Courses taught in English	<a href="http://www.jamk.fi/Study-Programmes-and-Courses-offered-for-Exchange-and-Double-Degree-Students">www.jamk.fi/Study-Programmes-and-Courses-offered-for-Exchange-and-Double-Degree-Students</a> 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). <b>One ECTS credit is equivalent to about 27 hours of student work.</b> 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	<a href="http://www.jamk.fi/Studying-as-an-exchange-and-double-degree-student">www.jamk.fi/Studying-as-an-exchange-and-double-degree-student</a>			
Academic year and semester dates	<a href="http://www.jamk.fi/General-Information-for-Exchange-and-Double-Degree-Students">www.jamk.fi/General-Information-for-Exchange-and-Double-Degree-Students</a>			
Language of instruction	<table border="1"> <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	<b>15 April</b> for the following autumn semester/academic year <b>15 October</b> for the following spring semester  Please send your nominations using our online form: <a href="https://www.webropolsurveys.com/S/2BE4175733369177.par">https://www.webropolsurveys.com/S/2BE4175733369177.par</a>  Late nominations are accepted, but the <b>actual application must be completed within the application deadlines!</b>			
Application deadlines	<b>15 May</b> for the following autumn semester and the following academic year <b>31 October</b> for the following spring semester			

<b>Admission approval/rejection</b>	<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>
<b>Application Procedure</b>	<p><a href="http://www.jamk.fi/Application-Periods-and-Process-for-Exchange-and-Double-Degree-Students">www.jamk.fi/Application-Periods-and-Process-for-Exchange-and-Double-Degree-Students</a></p>
<b>Admissions Criteria</b>	<p><a href="http://www.jamk.fi/Admissions-Criteria-for-Exchange-and-Double-Degree-Students">www.jamk.fi/Admissions-Criteria-for-Exchange-and-Double-Degree-Students</a></p>
<b>Required language skills</b>	<p>English B1 (Common European Framework of Reference for Languages, see description of the framework: <a href="http://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf">http://europass.cedefop.europa.eu/sites/default/files/cefr-en.pdf</a>)</p> <p>Home institution is responsible for checking students' language skills. Any written proof of English proficiency (language testing) is not however required</p>
<b>Students with disabilities</b>	<p><a href="http://www.jamk.fi/Accessibility-in-Exchanges">www.jamk.fi/Accessibility-in-Exchanges</a></p>
<b>Orientation</b>	<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><a href="http://www.jamk.fi/Services-for-Foreign-Students">www.jamk.fi/Services-for-Foreign-Students</a></p>
<b>Services for exchange students (e.g. tutoring, Friend Family Programme)</b>	<p><a href="http://www.jamk.fi/Services-for-Foreign-Students">www.jamk.fi/Services-for-Foreign-Students</a></p>
<b>Accommodation</b>	<p><a href="http://www.jamk.fi/Accommodation-for-Exchange-and-Double-Degree-Students">www.jamk.fi/Accommodation-for-Exchange-and-Double-Degree-Students</a></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>
<b>Visa, residence permit and right of residence</b>	<p><a href="http://www.jamk.fi/Visa-Residence-Permit-and-Right-of-Residence-for-Exchange-and-Double-Degree-students">www.jamk.fi/Visa-Residence-Permit-and-Right-of-Residence-for-Exchange-and-Double-Degree-students</a></p>
<b>Insurance</b>	<p><a href="http://www.jamk.fi/Insurance-Coverage-for-Exchange-and-Double-Degree-Students">www.jamk.fi/Insurance-Coverage-for-Exchange-and-Double-Degree-Students</a></p>
<b>Transcript records</b> 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>
<b>Study material</b>	<p>A student may have to acquire study materials and in that case has to cover the costs.</p>
<b>Approximate monthly costs (in Euros)</b>	<p>750€</p>
<b>Food</b>	<p>Approximately 2,60 €/meal at the student cafeteria</p>
<b>City transportation</b>	<p>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€.</p>
<b>Students' organization Contact information</b>	<p>Student Union JAMKO</p> <p>Tutoring (buddy system), Survival kits and student ID cards</p> <p><a href="mailto:kv@jamko.fi">kv@jamko.fi</a>, <a href="http://www.jamko.fi/en/">www.jamko.fi/en/</a></p>

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