MID SWEDEN UNVERSION **INTERNATIONAL STUDENT GUIDE**

Mittuniversitetet MID SWEDEN UNIVERSIT

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WELCOME TO MID SWEDEN UNIVERSITY

We welcome you to Sweden and to the heart of Scandinavia! As an international student at Mid Sweden University you will explore a new academic community and study system, make new friends and experience the Swedish way of life.

AS EARLY AS IN 1842, the same year as the elementary school was established in Sweden, the decision was made to start a teachers' education college in Härnösand. Today, Mid Sweden University has three campuses, Härnösand, Sundsvall and Östersund, with approximately 15 000 students. About 60 per cent are campus students, while the rest engage in distance education via web-based courses and programmes.

Every year, students from all over the world come to study at Mid Sweden University, and we firmly believe that the international element of any education is a measurement of quality. We have a number of partnerships with universities around the world for the exchange of students and staff. We offer courses for international students at all three campuses. In 2011, there were 563 international students at Mid Sweden University. Mid Sweden University provides higher education of a high quality at undergraduate, post-graduate, and research study levels. We offer a wide range of course programmes within the social sciences, behavioural sciences, media, nursing, teachers' education, information technology, natural sciences, technology, and languages as well as other subjects within the humanities.

At Mid Sweden University, study programmes and research are naturally combined. In certain subjects, students can continue in the research programme, after their completion of courses at the basic and advanced levels.

One of the main characteristics of Mid Sweden University is the combination of the intimacy of a small college and the educational variety and resources offered by a large university. At Mid Sweden University, there is close contact between students and teachers and no one runs the risk of getting lost in the crowd. It is the intimacy and sense of togetherness that students forward as one of the most prominent advantages of Mid Sweden University.

FIGURES IN BRIEF

- · 3 campuses
- I 5 000 students
- I 000 employees
- 550 courses
- 45 programmes of study
- 35 Master programmes
- I 80 graduate students

FIND YOUR EDUCATION

Mid Sweden University offers a wide range of courses and programmes. For more information please visit our website:

Courses and programmes

www.miun.se/findyoureducation

UNIVERSITY ORGANISATION

The university has a decentralized structure with two faculties. Education and research are carried out in 20 departments.

Faculty of Human Sciences

- The Department of Business, Economics and Law
- The Department of Humanities
- The Department of Health Sciences,
- The Department of Nursing Sciences
- The Department of Psychology,
- The Department of Social Sciences
- The Department of Social Work
- The Department of Tourism Studies and Geography
- The Department of Education

Faculty of Science, Technology and Media

- The Department of Archives and Computer Science
- The Department of Ecotechnology and Sustainable
 Building Engineering
- The Department of Computer and Computer Science
- The Department of Electronics Design
- The Department of Industrial Design,
- The Department of Information and Communication
 Systems
- The Department of Chemical Engineering
- The Department of Quality Technology and Management, Mechanical Engineering and Mathematics
- The Department of Media and Communication Science,
 The Department of Media and Communication Science,
- The Department of Natural Sciences,
- The Department of Science Education and Mathematics,

CAMPUS HÄRNÖSAND

Härnösand is located on the coast about 450 kilometres north of Stockholm and it is one of the oldest cites of education in Sweden. The main subject areas at Campus Härnösand are teacher education, languages, and humanities.

About 25,000 people live in Härnösand. Shopping streets are grouped around a small square, and old wooden houses form a district in the town centre. Härnösand offers downhill skiing, cross-country skiing, sailing, skating, and many other sports. For relaxation, there are cinemas, pubs, restaurants, and discos. There are also cultural institutions, such as the county library, the county museum, and Murberget (the second largest open-air museum in Sweden), a municipal art gallery, an active theatre, and a film club. More information about Härnösand **www.harnosand.se**

CAMPUS SUNDSVALL

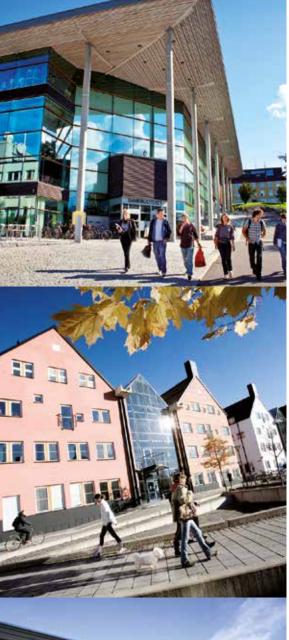
Sundsvall is located on the coast about 400 kilometres north of Stockholm. With approximately 100,000 inhabitants it is one of the biggest cities in northern Sweden. The university campus is situated in the middle of the city and approximately 4,500 students study at campus Sundsvall. The main focus here is on natural sciences, technology and media studies, but social sciences and health sciences are also offered.

There is plenty to do in Sundsvall. There are ski-slopes and miles of illuminated skiing tracks close to town, and a sports centre next-door to the campus with both indoor and outdoor swimming pools. The town offers a number of cinemas, restaurants, discos, and pubs. There is also a large theatre and a cultural centre called 'Kulturmagasinet', with a library and a museum/art gallery in the former warehouses. The town centre is known as the "Stone City" because of its many ornate buildings from the turn of the century. One of these is the Student union house, which is situated in the very centre of town. More information about Sundsvall **www.sundsvall.se**

CAMPUS ÖSTERSUND

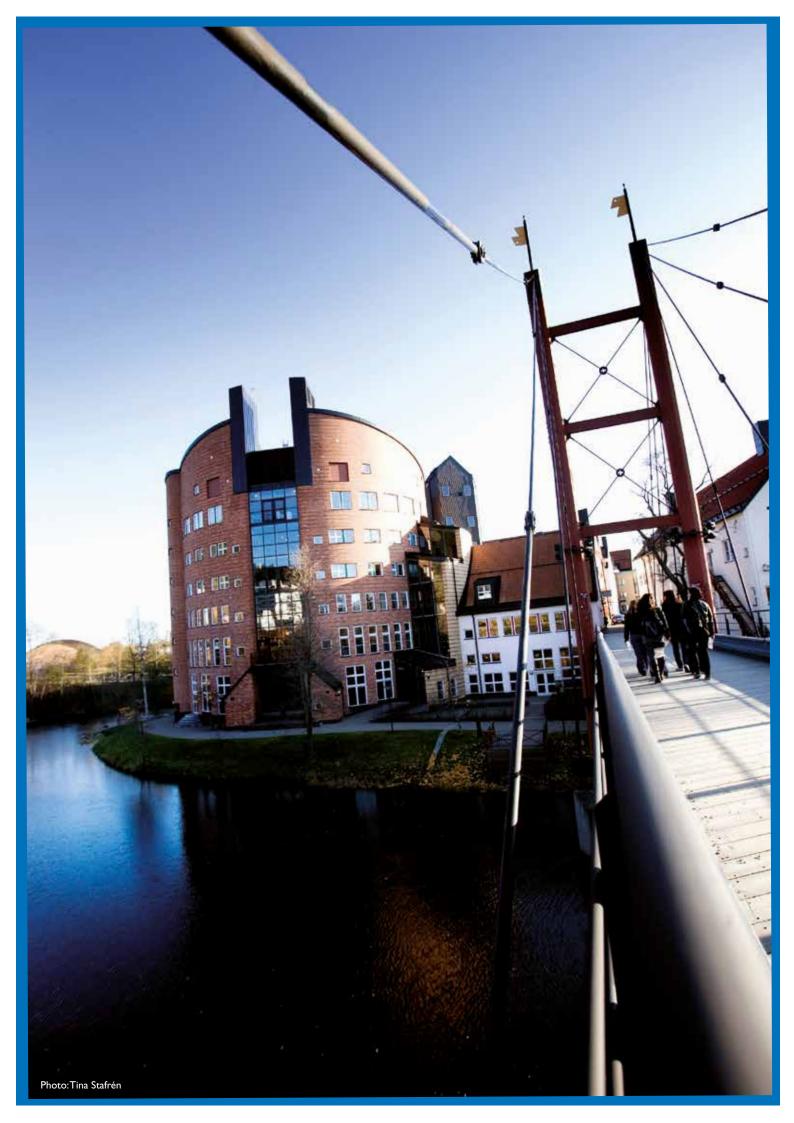
Östersund is situated about 550 kilometres north of Stockholm, about 180 kilometres to the northwest of Sundsvall, and has approximately 60,000 inhabitants. About 5,500 students study at Campus Östersund. Undergraduate studies at Campus Östersund are dominated by social sciences. Natural science and technology programmes are also offered, as well as studies in health sciences and social work.

The city of Östersund is beautifully situated on the shores of Storsjön, a deep lake with its own mythical monster! Surrounded by magnificent natural scenery, Östersund is a centre for winter sports. The unspoilt expanses of the nearby mountains offers a variety of hiking and skiing possibilities and the famous ski resort of Åre is only an hour away. It is not surprising that tourism is important in the region. The city also offers a variety of shops and services. More information about Östersund www.ostersund.se





²hoto: Sandra Pettersso



"Mid Sweden University has a friendly and warm environment"



Babak, Iran, Ecotechnology and Sustainable Development, Campus Östersund

WHY DID YOU CHOOSE TO STUDY HERE AT MID SWEDEN UNIVERSITY?

I wanted to to continue my studies abroad and I found this university to be a young one with bright future in the heart of Scandinavia with amazing nature in all seasons. I have also find this programme very interesting and challenging.

PLEASE DESCRIBE MID SWEDEN UNIVERSITY.

As I expected, Mid Sweden University has a friendly and warm environment. There are many other international students which makes it possible to get to know many other cultures. Everything is completely organized; therefore you can have lots of activities here.

PLEASE DESCRIBE YOUR STUDIES.

This programme has a broad view on many issues, including environment, industry, society and even some economy. This is why I ind this programme so unique.

WOULD YOU RECOMMEND OTHER INTERNATIONAL STUDENTS TO STUDY HERE?

Yes, I would, because I think this university and this city have a great potential for international students and I believe that in the near future there will be even more improvements regarding education and student life here in Östersund.

"Great experience of not being one exchange student among thousands"

HOW WOULD YOU DESCRIBE THE UNIVERSITY?

It has modern facilities; it is well-equipped and has a personal atmosphere.

AND THE STUDIES?

They are well-structured and demanding, but highly recommendable.

WHAT ARE THE BIGGEST DIFFERENCES COMPARED TO YOUR HOME UNIVERSITY?

There is more independence at Mid Sweden University, smaller groups and much more contact with the lecturer. You get very good tutoring from both professors and fellow students.

WOULD YOU RECOMMEND OTHER INTERNATIONAL STUDENTS TO STUDYAT MID SWEDEN UNIVERSITY?

Yes, because of the great experience of not being one exchange student among thousands, but being in a personal and caring environment.



Victoria, Germany, Business Administration, Campus Sundsvall

"International and Swedish students study together"

WHY DID YOU CHOOSE MID SWEDEN UNIVERSITY?

I wanted to learn more about the famous Scandinavian business culture and marketing. Östersund was interesting because of the attractive Master's programme and the unique possibility to live in a small, traditional and original Swedish town in the "north," enclosed by beautiful nature. This is very special and when I start working full-time, it may not be possible anymore.

PLEASE DESCRIBE THE UNIVERSITY.

The campus is really nice, clearly arranged and small. I especially enjoy studying in a campus where all the university buildings are located in one central place. In my home university the facilities are spread over the whole town.

AND THE STUDIES?

I really enjoy studying here. The first week was an introduction week, well organised with a lot of activities. The classes are very small with 8-15 students; international and Swedish students study together.

WOULD YOU RECOMMEND OTHER INTERNATIONAL STU-DENTS TO STUDY AT MID SWEDEN UNIVERSITY?

Yes. It's a unique possibility to study in a good environment, very Swedish and original.



Photo: Sandra Pettersson

Hanna Stahl, Germany, Business Administration, Campus Östersund

"The campus is amazing!"



Oliver Herschelmann, Germany, Electronics Design, Campus Sundsvall

WHY DID YOU CHOOSE MID SWEDEN UNIVERSITY?

One year of going abroad in Europe is part of my studies at home, and I am a big fan of Scandinavia. I had heard many good stories about Mid Sweden University and Sundsvall from other students who had been here, so I decided to come and see for myself.

DESCRIBE THE UNIVERSITY.

The campus is amazing! I've never seen a university like this. In the first weeks I felt like moving across a labyrinth but when you have tried your ways three or four times you will be more confident.

AND THE STUDIES?

Quite different compared with my home university. At home courses are running parallel instead of in a row. And here there is more project work instead of just doing some practical tests.

WOULD YOU RECOMMEND OTHER INTERNATIONAL STUDENTS TO STUDY AT MID SWEDEN UNIVERSITY?

Definitely yes! You will not find better study terms anywhere.

ABOUT SWEDEN

Experiencing a new and different culture is often mentioned as one of the main advantages of studying abroad; it is the ultimate learning opportunity. A good way to prepare yourself for your transition to Sweden is to read about Sweden and Swedish culture in advance. You may also want to try to learn a few common words and phrases listed on the last page of this guide.

THE COUNTRY

Sweden is the third largest country in western Europe. It borders on Norway to the west and Finland to the northeast. The east, south and west of the country, border respectively on the Gulf of Bothnia, the Baltic Sea and the passageway between Sweden and Denmark, called the Kattegat. Around 54% of Sweden's area consists of forest. The distance from the north to the south is about 1.500 km. Today, there are 9 million people in Sweden, and 4.25 million live in or around the three biggest Swedish cities: Stockholm, Gothenburg, and Malmö. The national language is Swedish, and the capital of Sweden is Stockholm.

WEATHER AND CLOTHES

It is good to be aware of the weather conditions in Sweden, because there are vast seasonal changes. The temperature can vary from minus 20 degrees Celsius in the winter (or lower!) to about plus 25 degrees Celsius in summer. In the area in where Mid Sweden University is located, there is usually plenty of snow in the winter time, approximately between 10 and 50 cm. The first snow can fall as early as October, and the last snow can fall in May. During the winter, the days become shorter and the sun sets early in the afternoon, while in the summer the days are very long. The longest day is Midsummer Day in the middle of June when there is 24-hour daylight in the area above the Arctic Circle.

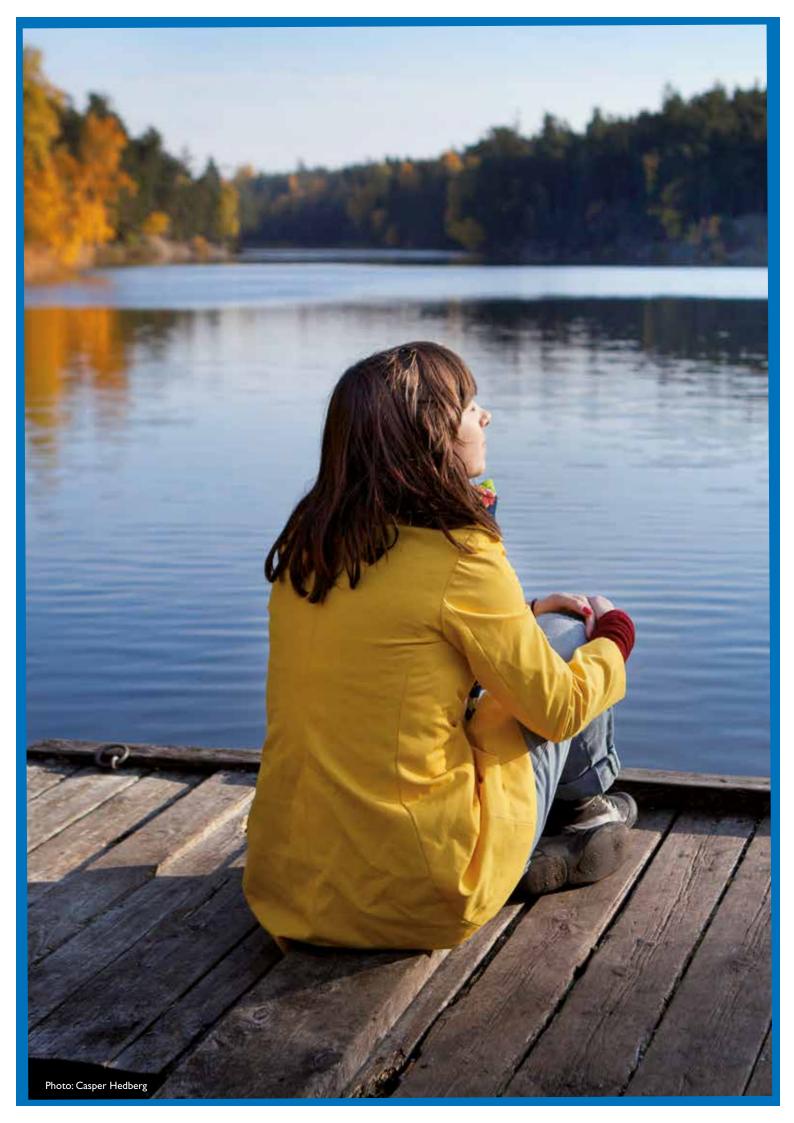
TYPICALLY SWEDISH

Nature is very important for Swedes. They like to be outdoors, and they take good care of the environment. In Sweden, there is a law called 'allemansrätten,' the right to common access, which means you are allowed to hike wherever you want in the woods and fields and camp for one night. If you decide to go hiking or camping, always bring a map, food and weather and tell your friends where you are going. Sweden is a highly developed country and the people are very fond of the latest technology. Digital and automatic appliances abound, and nearly everyone has a mobile phone. Studying is almost impossible without the use of a computer and the Internet. The majority of information concerning courses is found online and communication is usually done through e-mail.

SWEDISH CUSTOMS

Swedes are very friendly and polite, but they may seem a little reserved, but when you get to know them you will learn that they are friendly and very helpful. Most Swedes speak English very well, and you will find it easy to communicate. Although there are many differences between social, economic, and educational levels in Sweden, there is a theme of equality that runs through social relationships. In most cases Swedes treat everyone equally with little concern for titles or status. In Sweden, students and teachers tend to treat each other informally at the university and subscribe to the Swedish view on equality and democracy.

Swedes like social gatherings. For example the coffee break, "fika" as it is called in Swedish, is part of daily life. When visiting a friend's house, shoes are always removed in the entrance hall, and you are expected to arrive on time. Swedes love sweets – "godis" in Swedish – and therefore there is a great variety of chocolates and candies. Sports are very popular in Sweden. Especially soccer, golf, and hiking is common in the summer and skiing, iceskating, or hockey in the winter. Sweden is a country with many traditions: the most famous holiday in Sweden is Midsummer in June. On this day, the sun barely sets and it is light the whole night. A typical northern Swedish tradition is eating 'surströmming' during the late summer. This is a unique fish dish, and some people say it is a delicacy but you should try it yourself since not everyone agrees!



COST OF LIVING

Though most students live on a tight budget, there are ways of making your money last longer. You can use your student card for discounts and on-campus restaurants are good value. We estimate that students need a minimum of 7,300 SEK per month to live in Sweden. An average monthly budget is shown below to give you an idea of living costs. If you wish to bring your family, you need an additional SEK 3,000 per month for your spouse and SEK 1,800 per month per child.

BANK, CURRENCY AND CREDIT CARDS

The Swedish currency is the Swedish Krona (SEK). For updated information on currency conversion, please visit www.forex.se.VISA, Master Card, and American Express are the most commonly accepted credit cards in Sweden. There are several banks in the centre of each campus city. Most banks are open Monday to Friday 10.00 to 15.00. If you want to open a bank account, please bring your passport and your Letter of Enrolment from Mid Sweden University. Normally you will need a personal identity number (personnummer) to open a bank account, and to be able to apply for this number you need to be staying for more than a year in Sweden. Some banks may be willing to let you open a bank account even if you do not have this number. It is always a good idea to check whether your bank at home has a Swedish banking partner.

BUSINESS HOURS

Public offices are usually open from 8.00 till 17.00, which are the normal working hours in Sweden. Generally, shops are open 10.00-18.00 on weekdays. Most shops are open on Saturdays, and the hours of business are usually 10.00-16.00. On Sundays many supermarkets and some department stores are open 11.00-16.00.

TRANSPORTATION

All of the campuses are located very close to the town centre. The walking distance from Sundsvall campus to the town centre is 10 minutes, and the campuses in Härnösand and Östersund are only a few minutes' walk from the town centres There are buses and trains if you want to go to outlying areas and between campuses.

ELECTRICITY

The voltage is 220 in Sweden. If you bring electrical equipment, you may need an adapter as Swedish plugs and sockets may differ from those in many countries.

BOOKSHOPS

Bookshops with considerable discounts on stationery and textbooks are located centrally at each campus or in the centre of each city. Internet book shops are also good alternatives for cheap course literature. One example is the internet book shop Bokus: www.bokus.com. The web site is in Swedish but there are instructions in English on how to order a book.

PUBLIC HEALTH CENTRE

If you are injured, fall ill, or if you need advice during a weekday during daytime, you can contact your nearest district health centre, "Vårdcentral". If you fall ill in the evening, at night or during the weekend, you should first phone the medical advice line. Please note: When seeking medical attention in Sweden, you need to bring your Health Insurance card or a Health cover form.

PHARMARCIES

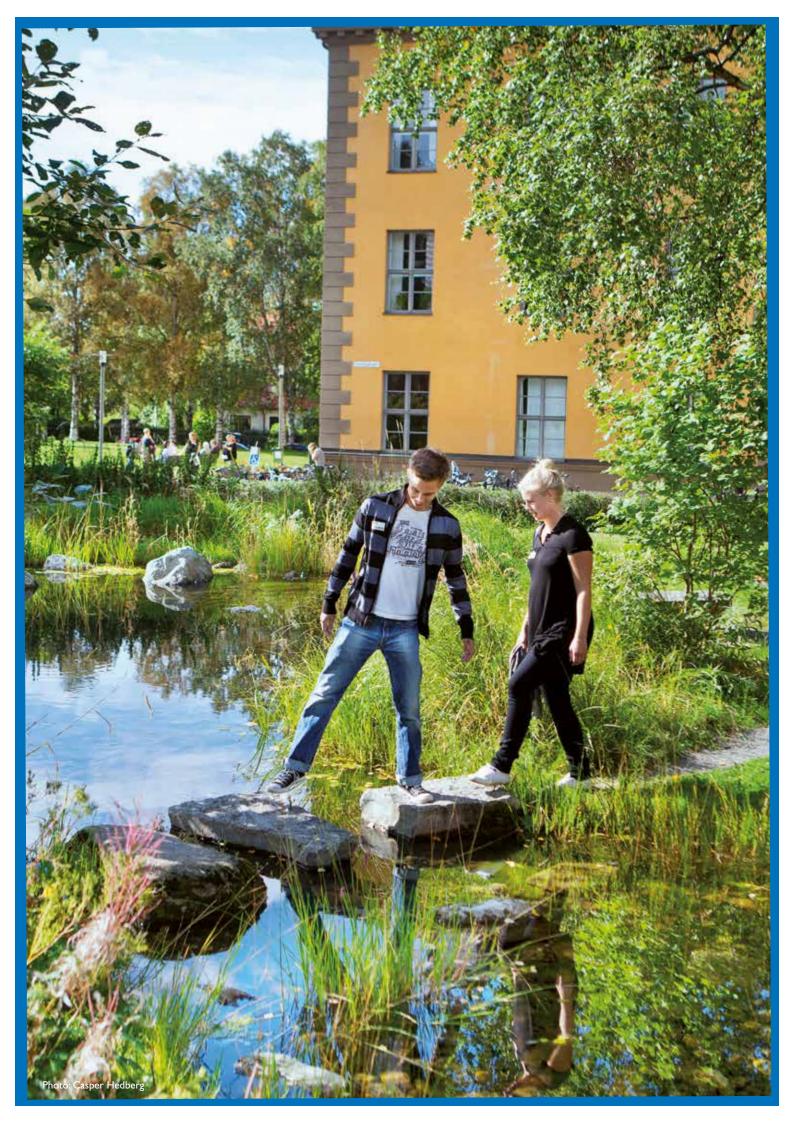
Medicines are sold at pharmacies 'Apotek'. Some are sold without a prescription, such as aspirins and coughing syrup. A doctor's prescription is needed for stronger medication, such as antibiotics. Some medicines, such as aspirins and coughing syrup, are also sold at gas stations and supermarkets.

COST OF LIVING *

Accommodation	SEK 2800
Food and eating out	SEK 2000
Books, student union fee,	
insurance	SEK 800
Telephone and newspaper	SEK 300
Local travel	SEK 400
Medical care and hygiene	SEK 200
Clothes, leisure, other costs	SEK 800
Total: SEK 7300	
* per month	

FACTS ABOUT SWEDEN

Area: 450,000 km2 (175,000 sq miles) Population: 9 million inhabitants Capital: Stockholm Currency: Swedish Krona (SEK) National language: Swedish National day: 6 June Form of government: Constitutional monarchy, Parliamentary democracy Religion: 80% belong to the Evangelical Lutheran Church of Sweden



STUDYING ATMID SWEDEN UNIVERSITY

The higher education system in Sweden is probably different from what you are used to. Here is some basic information about the higher education system at Swedish universities.

ACADEMIC CALANDER

The academic year at Swedish universities usually consists of two semesters, each lasting 20 weeks. The autumn semester runs from the beginning of September to mid-January, and the spring semester runs from mid-January until the beginning of June. There is usually a two-week break in teaching at Christmas. June, July and August are summer holiday months in Sweden. Courses and study programmes may start either in the autumn or in the spring semester:

STUDY PERIODS

A semester lasts for 20 weeks, and each semester is divided into four periods of five weeks. The autumn semester includes periods one to four, and the spring semester includes periods five to eight. The number of credits per course may vary from 7.5–30 credits. Students usually take one course of 7.5 credit points in each period, (consecutive scheduling). In some cases, courses of 7.5 credit points run simultaneously over two periods (parallel scheduling) but are studied on a part-time basis. At the end of the five-or-ten-week period, there is some form of examination, after which the student begins the next course.

CREDIT POINTS

The credit system at Mid Sweden University corresponds to The European Credit Transfer System (ECTS). 60 credits at Mid Sweden University equal 60 ECTS credits. In ECTS, 60 credits represent the workload of one academic year. In general, one week of full-time study is equivalent to 1.5 credit points. This equals a workload of approximately forty hours per week. However, much of this time is non-scheduled self-study. International students are expected to study full-time, i.e. to choose courses amounting to 30 credit points per semester. The university does not recommend a workload higher than 30 credit points per semester.

GRADING SCALE

Mid Sweden University uses a grading scale of seven levels, A–F. Each course is defined in terms of the expected results and abilities ('intended learning outcomes') which the student should have achieved at the conclusion of the course. This describes the knowledge each student is expected to possess at the end of the course in order to pass it. The grades A-E are used to indicate how well the student has achieved the 'intended learning outcome'.

LEVELS AND DEGREES

Higher education in Sweden is in accordance with the Bologna process, divided into three levels. The first level is the basic level and it is equivalent to the undergraduate level and concludes with the award of a Bachelor's Degree. The second level is the advanced level and is equivalent to the master's level and concludes with the award of a Master's Degree. The third level is equivalent to post-graduate studies and concludes with the award of a Licentiate Degree or a PhD.

EXAMINATIONS

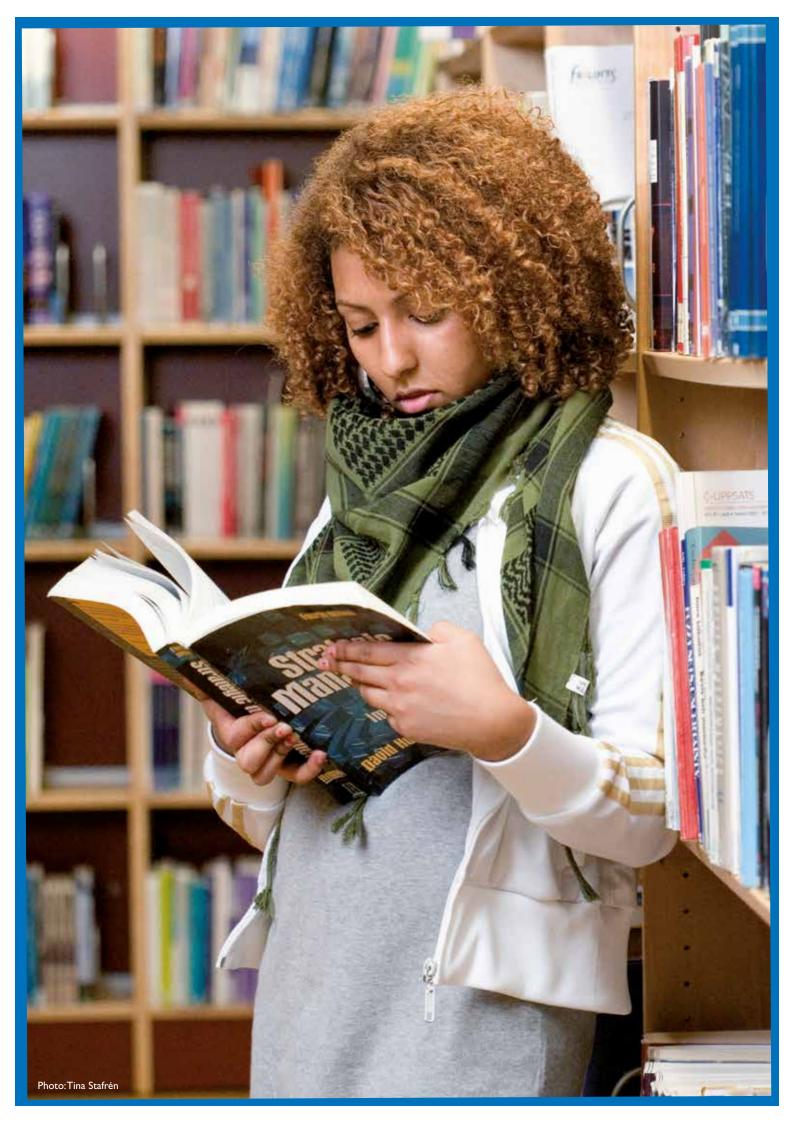
In addition to traditional written or oral examinations, examination can take the form of continuous assessment, project work and written or oral assignments. The traditional written examination is usually between three and five hours long and takes place on a weekday morning or afternoon. Occasionally, there are examinations on Saturdays. Please note that students always need to register for written examinations. This should be done at least two weeks before the examination date. For students who fail, it is possible to re-take the examination. Students should contact their department for more details about examination regulations.

GRADING SCALE

- A Excellent
- B-Very Good
 - any Good
- C Good D – Satisfactory
- Fx– Insufficient F – Insufficient

E – Sufficient

II INTERNATIONAL STUDENT GUIDE



TEACHING AND STUDY METHODS

In Sweden, higher education is theoretically based and students are responsible for their own studies. Courses are usually a mixture of lectures, seminars, group work, laboratory work and independent studies. They may also consist of fieldwork or training periods arranged by the university. The Swedish university system relies heavily on self-study and the student is expected to take an active part in the learning process.

As a student at Mid Sweden University you are expected to be pro-active and set your own study goals. Nobody will tell you when or exactly what you should read or study this demands a great deal of responsibility from the student. The student is also responsible for obtaining course material before the beginning of every course, such as textbooks and other written materials.

As a student at Mid Sweden University you need to plan a lot of study time to succeed, just attending classes is not enough. You are also expected to participate in group works, write reports and study independently. It is generally suggested that full-time students devote 35–40 hours a week to their studies. This depends on your previous knowledge of the subject and the efficiency of your study method.

EQUAL OPPORTUNITIES

The equality of all human beings is an obvious and basic value in all activities at Mid Sweden University. Employees and students should be treated with respect and dignity. Being aware of differences is important to promote the individual's possibilities to work and study.

The Vice-Chancellor has the overarching responsibility for a goal-oriented work plan towards equal opportunities. As a supporting and executing branch, Mid Sweden University has a strategy group for equal opportunities. Each head of department, including the administration and the library, is responsible for continuous work towards equal opportunities.

If students feel unfairly treated or have questions they should contact the equality officer. Students can also turn to the Student Union or Student Health Centre. Website: www.miun.se/equality

TUITION FEES

Starting the academic year 2011/2012 all universities in Sweden will apply tuition fees for students outside the EU/EEA. Exchange students are exempted from the new rules as their studies are regulated by agreements between Swedish and foreign universities. More information about tuition fees and terms of payment can be found at www.miun.se/tuitionfees

If you started your studies before the tuition fees were implemented you may complete your study programme without tuition fees even if your studies stretches into and beyond the academic year of 2011/2012.

SCHOLARHIPS

Students who have applied to a study programme at Mid Sweden University and who are required to pay tuition fees are welcome to apply for a Mid Sweden University Tuition Fee Scholarship. The scholarships are awarded on basis of academic excellence.

Other organisations, both Swedish and foreign, also sponsor scholarships for foreign students in Sweden. The Swedish Institute, a government agency, administers scholarships for students and researchers coming to Sweden to pursue their objectives at a Swedish university. Most foreign students in Sweden finance their stay without receiving scholarships. For more information regarding scholarships, please visit: www.miun.se/scholarship

EMPLOYMENT OPPORTUNITITES

International students are permitted to work during their study period. However, finding work may be challenging as employers often want employees to speak Swedish. Therefore, the type of work students typically find in Sweden is manual work such as cleaning, kitchen work, etc. For further job information, please contact the Swedish Public Employment Service 'Arbetsförmedlingen' or visit the website www.arbetsformedlingen.se. For rules regarding work permit, please contact the Swedish Migration Board **www.migrationsverket.se**

LEARN SWEDISH

If you would like to learn Swedish, there are a number of options. Exchange students and international programme students may apply for the course Swedish Language, Swedish for foreign students.

Swedish for Immigrants (SFI) is offered by the municipality to immigrants as well as international students. However, it is required that you have Swedish personal identity number and are a registered resident of the municipality.

In addition, there are Study associations in some cities that offer Swedish language courses. A wide range of courses is available, of varying content, length and intensity. The courses are financed by fees. Website: www.miun.se/learnswedish

STUDENT UNIONS

Each campus has its own Student union, "Studentkåren". The main task of the Student union is to support students academically and socially throughout their studies. Student Unions exist to make every student's study period as pleasant as possible. Facilities and services include cafeterias, pubs, study rooms, rooms for parties, sports activities, health centres, and student clergymen. The Student unions are the natural meeting point for new students, and they also Offer many services to international students. If you want to join any of the student events, please contact the Student union at your campus for the details. More information can be found at **www.miun.se/studentunion**.

Student Union Campus Sundsvall and Härnösand Website: **www.sks.miun.se** E-mail: ordf@sks.miun.se

E-mail: vice@sks.miun.se

Student Union Campus Östersund Website: www.sko.miun.se

E-mail: ordforande@sko.miun.se International Committee E-mail: iu@sko.miun.se

LOOKS AFTER STUDENT INTERESTS

Another important part of the student union work is to ensure efficient student influence. In all preparatory and deciding boards and councils at Mid Sweden University, there are student representative chairs looking after student interests. The student union is also engaged in dialogues with the municipalities and the local commercial and industrial life to help further improve student life.

INTERNATIONAL STUDENT COMMITTEE

The International Student Committee is the branch of the student union that focuses on the well-being of the international students at Mid Sweden University. The members of the committee are both Swedish and international students. For instance, the committee organizes welcome events at the beginning of the semester and different parties and trips during the semester. If you want to contact the International Student Committee, please send an e-mail to the committee at your campus.

MEMBERSHIP

Membership in the student union is optional. If you wish to become a member you pay the membership fee to the student union that is active on the campus where you study. The student union is an organisation of students for students. It is therefore not an organisational part of the university. The membership guarantees that there is an organisation that looks after student interests.

STUDENT CARDS AND DISCOUNTS

When you join a Student union, you will receive a student card which entitles you to benefits and discounts on domestic travel. Various shops and restaurants also offer student discounts. It is always a good idea to ask if the store has student discounts. Please note that you should be ready to show your student card and an identification with a photograph to receive the discount.



Photo: Casper Hedberg

UNIVERSITY SERVICES AND STUDY FACILITES

Mid Sweden University offer students a range of services and study facilities, everything from printing services to a Learning and Resource center. Below, you will find information that will assist you in your studies.



RECEPTION DESK

Each campus has a reception desk at a central loction. At Campus Härnösand the reception is located in Building Xe, at Campus Sundsvall the reception is located in Building N and at Campus Östersund the reception is located in Building G. The phone number is always + 46 (0)771 975000. The reception desks offer many different services and all kinds of information for students. For example, they hand out the key card, provide students with password and login names to the computers, and they sell Mid Sweden University products such as bags, umbrellas, and clothes. You also re-charge your printing account at the reception.

INTERNATIONAL DESK

The International Desk provides service and information to prospective and current students at Mid Sweden University. We answer general questions about studying and living in Sweden (i.e. accommodation, travel, tuition, insurance, ID cards etc.). If you are unsure about whom to contact or if you are seeking academic information, the International Desk is available to help and, if necessary, redirect you to more specific services and staff within the university In addition, International Desk provides the newsletter MIUN International, including news and information about campus and local events, and also organises a number of social activities for international students.

Website: **www.miun.se/internationaldesk** E-mail: Internationaldesk@miun

INTERNATIONAL OFFICE

As a university with three campuses, the International Office at Mid Sweden University has a de-centralized organisation. The International Office handle matters such as the admission of exchange students from partner universities. There are International Officers at Campus Sundsvall and Campus Östersund.

At Mid Sweden University, there are international co-ordinators available at each department. The Departmental International Co-ordinators assist students in the choice of courses and respond to questions concerning their study plan.

If you need a signature for your learning agreement or a specific certificate, turn to the International Co-ordinators at the department. The best way to get in touch with the staff is by e-mail, but of course, you are also welcome to drop by our offices.

Website: www.miun.se/internationaloffice

ADMISSION OFFICE

If you are interested in applying for studies at Mid Sweden University outside of an exchange agreement (freemover), the Admission Office will handle your application. The Admission Office coordinates the admission process for all first cycle (undergraduate level) and second cycle (Master's level) courses/programmes at Mid Sweden University.

Website: www.miun.se/applynow

E-mail: admissionoffice@miun.se

STUDENT AFFAIRS OFFICE

Each department has a Student Affairs Office where the departmental secretary provides information and service to the student studying at that department. For example, they answer questions about examinations, schedules and registration to courses. The departmental secretary can help you print out your academic transcript and make changes in the student documentation system LADOK.

DEGREE OFFICE

When you have completed your studies at Mid Sweden University, you may fulfill the requirements for a Degree Certificate. In order to obtain this degree, you have to apply for the degree certificate. Contact the Office of Final Degree Control to receive an application form.

Website: **www.miun.se/degree** E-mail: examen@miun.se

UNIVERSITY LIBRARY

Each campus at Mid Sweden University has a library, which is a modern information centre open not only to university staff and students but also to the public. The library in Sundsvall houses a European Documentation Centre, which means that all official documents published in the European Union and its institutions are available here. The computer network of each library is available for information retrieval, and access is obtained via the Student portal log on. Copies of all course books can be found in the campus library where the course is offered. If a book is not available by Mid Sweden University Library, it can be ordered from another library. The use of the library and the borrowing of material is free of charge, although there is a small fee for certain services, such as article copies and books from overseas libraries.

Website: www.bib.miun.se/eng

LRC- LEARNING AND RESOURCE CENTER

Learning and Resource Center, LRC, is organised as a unit of the University Library to support students with their studies and to support teachers with their courses and tools. LRC is located near the library at all three campuses. If you as a student have questions or need support with you studies you are welcome to visit LRC.

Website: www.bib.miun.se/eng/LRC

WORK AND CAREER

There are good opportunities for degree/thesis projects in cooperation with the labour market. Guest lecturers from the commercial and industrial sectors are also common. Careers fairs give students opportunities to establish important contacts with future employers! At Mid Sweden University, the Student unions host the career fairs. The fair at Campus Sundsvall is called SAAM and the fair at Campus Östersund is called Karriär. Mid Sweden University may also arrange career activities.

Website: www.miun.se/workandcareer

STUDENT HEALTH CENTRE

The Student Health Centre provides preventive health care for students at Mid Sweden University and is a complement to the public health care system. If you are sick and need to see a doctor you should contact the Public Health Centre. A healthy life-style and general well-being are important factors for successful studies. Sweden has a health advice telephone line available 24 hours a day, 7 days a week. The advice line services are manned by registered nurses who will give advice and recommend you where you can turn for medical treatment, also in English. For more information please visit **www.1177.se** or call

For more information please visit **www.1177.se** or call 1177.

If you have questions about your health or want to discuss your lifestyle, you can contact the Student Health Centre. All visits are free of charge, and the staff is committed to professional confidentiality.

The Student Health Centre can help you with:

- Personal guidance
- Conversational therapy
- Lifestyle questions
- Crisis support
- Relationship questions
- Questions about alcohol and drugs

Nurses: Drop-in nursing services are available at all our campuses and you can also make an advance appointment by calling the nurse at your campus.

Counselors: Make an advance appointment by calling directly. The voice mail box is open during counselling sessions. Record your name and telephone number in the voice mailbox and a counselor will return your call.

Website: www.miun.se/studenthealth

PRINTING SERVICES

The printing unit is available to students who require help with printing or copying. The unit charges fees for the material and the assistance. Such fees must be paid in cash. Photocopying machines where students can make their own copies are also available in the university buildings.

COMPUTER SERVICES

The university provides computers and printers. Computers are located in several buildings and in the library. Computer rooms are accessible twenty-four hours a day, seven days a week. Most computers are PCs. All students are provided with access to the student intranet called the Student portal, an e-mail account and access to the Internet, free of charge, provided that they agree to abide by the regulations for such access. To be able to use the printers, students receive 100 SEK on their student printing account. This is done automatically upon arrival. The account can be re-charged at the reception at your own expense.

If you have computer related questions or problems with your Student portal account, please contact Helpdesk. Helpdesk is the IT support for students and employees at Mid Sweden University.

Website: www.miun.se/en/Helpdesk

E-mail: helpdesk@miun.se Phone: 0771-976130

CAFETERIAS AND RESTAURANTS ON CAMPUS

There is a cafeteria at each campus, which provides sandwiches, light lunches, soups, pizza slices, pies, and refreshments all day. There are also lunch restaurants at each location where you can buy a hot meal for approximately 60-70 SEK. Price and menu vary from campus to campus.

LEARNING SUPPORT FOR STUDENTS WITH FUNCTIONAL DISABILITY

If you have a disability and need help with your studies, you have the right to additional support.

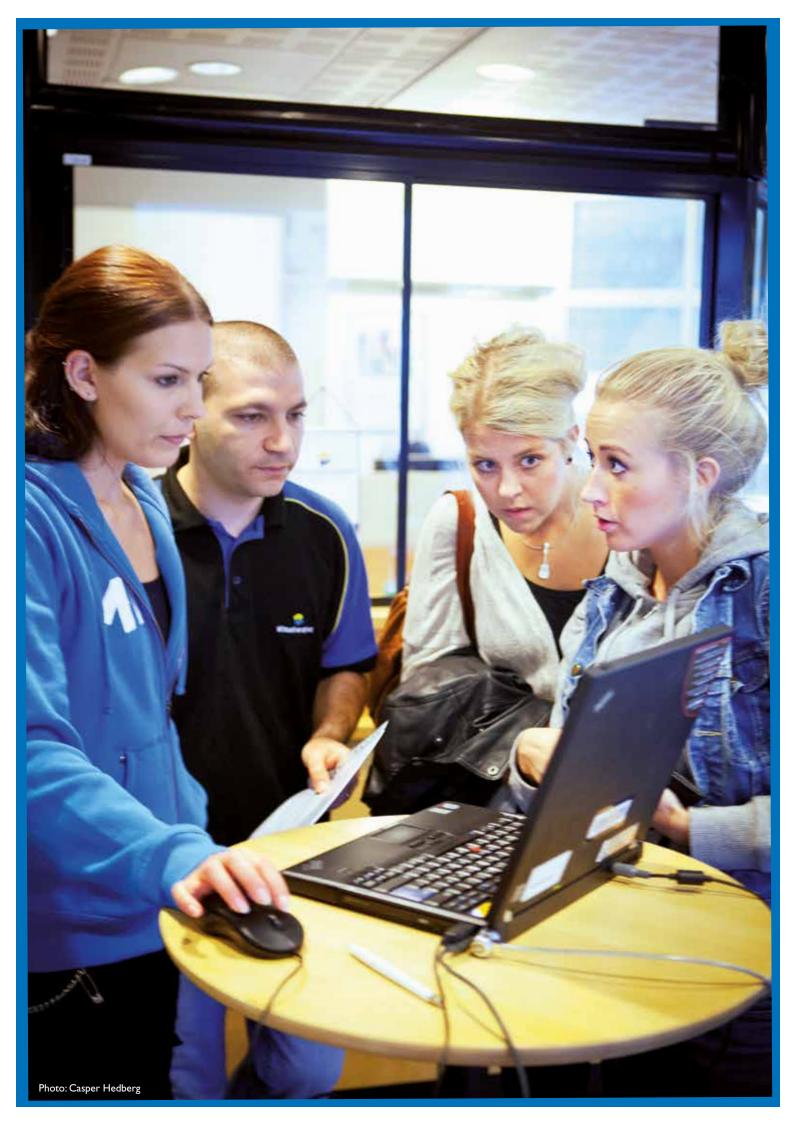
Support that may be granted:

- Help with taking notes
- Text recordings
- Adjusted course literature
- Mentor support
- Personal assistant
- A room with special equipment and resources
- Technical/pedagogical help equipment
- Sign language interpreter/writing interpreter
- Special arrangements in the teaching and learning situations and in relation to examination
- Adjustment of rooms
- Extra teaching and/or supervision

At Mid Sweden University we have coordinators, who will help you with such arrangements. Contact the coordinator well ahead of time, already before the period of notification has expired. Note! To get the required support, you must have a valid certification from a fully qualified doctor, which should be sent to the coordinator at the campus where you intend to study. Exchange students from Partner Universities, please enclose this in your application for exchange studies.

Website: www.miun.se/disabilityservices





PREPARING YOUR STUDY ABROAD

Moving to another country, even for a shorter period of time, requires much preparation and planning. To help you prepare for your stay in Sweden and at Mid Sweden University we have listed some of the most important things that you need to do. Please note that many administrative processes take time, which means that you will have to start early with your preparation.

ENROLMENT AT MID SWEDEN UNIVERSITY

If you have submitted your application online at www.universityadmissions.se, you will receive your notification of selection results on universityadmissions.se under "Your pages". If you have been offered a place at Mid Sweden University, please print the notification and take it with you to Sweden! This is the confirmation that you are going to study at Mid Sweden University. Some organisations or institutions, such as the Migration Board or your land lord, might ask for this letter.

ENROLMENT AS AN EXCHANGE STUDENT

For exchange students, the confirmation of enrolment will be sent by mail to your home address or to your e-mail address. Please take it with you to Sweden. This is the confirmation that you are going to study at Mid Sweden University and some organisations or institutions such as the Migration Board or your land lord, might ask for this letter.

VISA AND RESIDENCE PERMIT

Please note that you may have to apply for a visa, residence permit or register the right of residence to be allowed to study in Sweden. The authority responsible in Sweden is Migrationsverket– the Swedish Migration Board.

Students from Nordic countries

Citizens of Denmark, Finland, Norway and Iceland may live in Sweden without registering or obtaining a residence permit.

Students from EU/EEA countries

As an EU citizen you have the right to work, study or live in Sweden without a residence permit.

Students from Non EU/EEA countries

Students who are citizens of a country outside EU/EEA must apply for a residence permit at the Swedish Embassy

or Consulate in their country of residence. This is usually time-consuming so it is wise to apply immediately after receiving the notification of selection results/confirmation of enrolment.

Detailed information can be found at: www.migrationsverket.se or by calling the Swedish Migration Board Central Office, phone: + 46 (0)771 235 235.

ACCOMMODATION

The choice of housing varies from campus to campus, but all types of student accommodation in Sweden are generally of a high standard, and students are usually offered a furnished single room or a small (shared) flat for around SEK 2,800 per month. Some rooms have their own bathroom with shower, and some also have a small kitchen. In other cases, you may share a bathroom, kitchen, and living room with a small number of other students. All types of accommodation offer private bedrooms.

More information at www.miun.se/accommodation

Each student is always responsible for his or her own room including the cleaning. The students share responsibility for the common spaces. Most student accommodations require that students bring bed linen and kitchen utensils. Sometimes kitchen utensils may be left behind by previous students. At other times the proprietor provides these materials. Your proprietor can inform you about the specifics concerning your accommodation.

TELEPHONE AND INTERNET

Usually, the student accommodations do not have telephones installed, and installing one is quite expensive. An alternative to this is to use a mobile phone, which would most likely be more convenient and cheaper: Internet connection is provided in most, but not all, accommodations.

TERMS OF NOTICE

The terms of notice is usually three months, which means that students who only stay one semester have to sign both the rental agreement and the term of notice at the same time. It also means that if a student goes home earlier or wants to change apartments after signing the rental agreement, he or she will still have to pay rent for a minimum of three months.

BOOK ACCOMMODATION

As an admitted international student at Mid Sweden University you can easily book a room on your own, by sending an e-mail to the proprietor of your choice.

Website: www.miun/accommodation

ACCOMMODATION IN HÄRNÖSAND

The accommodation is within walking distance of the university and the city centre. If you want to book a room, please send an e-mail to the proprietor stating if you are an exchange student or a programme student (free mover).

Härnösandshus

Website: www.harnosandshus.se

ACCOMMODATION IN SUNDSVALL

In Sundsvall, Mid Sweden University recommends three different proprietors and areas of student accommodation to international students: Mitthem/StuBo, Diös Fastigheter and Sjöfast. For more information about the different proprietors and accommodation please visit the website or e-mail the proprietor of interest.

StuBo Mitthem Website: www.mitthem.se

Diös Fastigheter Website: http://www.dios.se/miun-en/

Sjöfast Website: **www.citycampus.se** (choose Tornvillan, only in Swedish)

ACCOMMODATION IN ÖSTERSUND

In Östersund, student accommodation is provided by the proprietor Östersundshem A popular area for students is Odenslingan; however Östersundshem provides accommodation in various areas in Östersund.

Odenslingan

Website: www.ostersundshem.se

Östersundshem

Website: www.ostersundshem.se

Municipality: http://www.ostersund.se/barnutbildning/ student/inenglish/studentaccommodation/generalinfo rmation.4.6206f665119bf511be4800023826.html

INSURANCE

Prevent unpleasant surprises and make sure you have insurance. Your insurance should preferably cover yourself, your property and your accommodation.

If you do not have your own insurance, we recommend you to contact one the following insurance companies, but you are free to choose whichever insurance company you prefer.

HEALTH INSURANCE

All international students who enter Sweden must be covered by a valid medical insurance. Before arriving in Sweden, you must ensure that you have an adequate health insurance coverage.

In Sweden, medical treatment is very expensive without any form of insurance. Find out to what extent your domestic policy is valid in Sweden and if needed, expand the insurance so you are sure to have correct medical coverage. Check your medical coverage well before travelling to Sweden.

EU/EEA Citizens

EU citizens should bring the European Health Insurance card, filled out by the Social Insurance Office in their home country. The card states that you are entitled to health care on the same conditions and at the same price as Swedish citizens. Take this with you anytime you need to seek medical care.

Non EU/EEA Citizens staying one year or more

International students from outside EU or EEA staying for more than a year (+365 days), i.e. if you have a residence permit valid for more than 12 months you can apply for civil registration, a Swedish personal identity number issued by the Swedish National Tax Board. This entitles students to medical care at a standard patient fee (same as for Swedish citizens).

Non EU/EEA Citizens staying less than a year

Students from non EU or EEA countries who have a residence permit valid for less than one year are not entitled to civil registration. These students will have to arrange their own health insurance that is valid in Sweden.

HOME INSURANCE

In Sweden you need to have insurance for your accommodation and third-part liability if your property gets stolen or your room gets damaged during your rental period, The landlord will hold you accountable for covering the repair or replacement costs. Make sure your home insurance covers your stay in Sweden.



TRAVELLING TO SWEDEN

The capital of Sweden is Stockholm. Most international flights arrive at the International Stockholm – Arlanda Airport, just north of Stockholm. For information regarding Stockholm – Arlanda Airport please visit **www.arlanda.se**

Härnösand is located about 450 kilometres north of Stockholm. Sundsvall is located about 400 kilometres north of Stockholm, and Östersund is situated about 180 kilometres to the northwest of Sundsvall, about 550 kilometres north of Stockholm. There are several different ways to get to Sweden and to your respective campus. Here are some suggestions.

By air

The quickest way to reach Mid Sweden University from Stockholm is to fly to the Sundsvall/ Härnösand airport "Midlanda", or the Åre/ Östersund Airport, which takes about 45 minutes. None of our campuses is more than 30 km from an airport. Prices vary greatly and there are a number of flights every day. Information from the Scandinavian air system can be found at **www.sas.se**

By train

Travelling by rail from Stockholm City will take you to Härnösand in about four hours, Sundsvall in about three hours, or Östersund in about six hours. If you are arriving at Stockholm – Arlanda Airport there are train connections to Härnösand, Sundsvall and Östersund from the airport. Information from the Swedish railway company can be found at **www.sj.se**

By bus

A cheaper way to travel north from Stockholm is to take a bus with a journey time of 4-7 hours. Information about the long distance buses can be found at **www.ybuss.se** or by calling them.

By car

If you intend to drive to Mid Sweden University, you should follow the E4 highway northwards. From Stockholm to Sundsvall it is about 400 kilometres and to Härnösand about 450 kilometres. If you are going to Östersund, you should continue through Sundsvall and follow the E14 highway in a north-westerly direction. The distance between Sundsvall and Östersund is about 200 kilometres. Please note: Winter driving conditions apply November-April in the whole Mid Sweden University area!

CLOTHES TO BRING

The dress code at the university is informal, and both students and staff dress casually. However, the most important matter when it comes to clothes is that you are dressed according to the climate. If you arrive during the winter, the weather can be cold. In the area where Mid Sweden University is located there is always snow in the winter time, , and the first snow may fall as early as in October and the last snow in May. Furthermore, it is not uncommon for the temperature to be around minus 20 degree Celsius. Therefore, it is very important that you bring clothes for this type of weather, such as warm winter hat, gloves, and warm shoes/boots. If you arrive in the end of August to attend fall semester; the weather is still mild and the temperature may be around 20 degrees Celsius. Lighter clothing and comfortable clothes are preferred.

CHECK LIST PREPARING YOUR STUDY ABROAD

- Admission (when you have been admitted to Mid Sweden University you can start to prepare for your studies in Sweden)
- **Pay tuition fees** (If you are a citizen of a non EU/EEA country (non-exchange) you will receive information regarding tuition fee payment for the first term)

Apply for a visa/residence permit (if you are a citizen of a non EU/EEA country)

Book your accommodation (by sending an e-mail to the proprietor of your choice)

Valid passport (make sure your passport is valid during your study period in Sweden)

Make a travel plan and book travelling tickets (plan your trip so you can participate in the Introduction activities)

Medical and dental check-up (please have a medical check-up before leaving for Sweden)

Valid insurance (please make sure you have insurance for yourself, your property and your accommodation)

Pack for your departure (Remember to bring travel documents, tickets, Passport/ID, insurance papers, and admission letter, cash/credit card, prescriptive medicine, make an emergency contact list to carry with you on arrival in Sweden and pack loose, casual clothing for the summer and warm clothing for the winter)

ARRIVING AND SETTLING IN

To make your arrival to Sweden and Mid Sweden University as smooth as possible we recommend you to arrive in Sweden and to your campus city during "business hours", Monday to Friday 10.00 - 16.00.



ACCESSING YOUR ACCOMMODATION

One of the first things you might want to do is to get access to your new home. The keys to your new home are handed out by the proprietor. Office hours at the proprietors are usually Monday to Friday 10.00 – 16.00. To sign a lease for student accommodation, you must be able to prove that you are already studying or that you have been admitted. Bring your Confirmation of Enrolment/ Acceptance Letter from Mid Sweden University.

RENT AND DEPOSIT

Rent is often paid monthly, one month in advance. For example, you pay your rent for September on August 31st, at the latest. In some cases you may be asked to pay a deposit in addition to your first rent. This deposit will be returned to you when your stay is over, and when you have paid all your rent, left the room in a proper condition, and handed in all your keys.

REGISTRATION

One of the first and most important things you need to do is to register yourself as a student at Mid Sweden University. If you are not registered as a student at Mid Sweden University, you will not have access to the university facilities. Further information regarding registration will be given during the introduction week.

INTRODUCTION DAYS

During the introduction days there will be different activities to help getting started. There will be guided campus and library tours, a registration meeting, an introduction to the computer facilities and much more. For detailed schedule please visit **www.miun.se/introductiondays**.

STUDENT UNION WELCOME ACTIVITIES

During the first weeks there will be welcome activities for all new students, arranged by the Student union and by the International student committee. These activities are open to all students, Swedish and international. Sometimes the activities are held in Swedish, but do not hesitate to attend. The activities vary and may include campus tours, city tours, fairs, welcome parties, sports and games.

These welcome activities are optional, but attending is a good way to meet new friends and familiarize with the area. For detailed information, please contact the Student Union or the International Student Committee at your campus.

KEY CARD

When you become a registered student at Mid Sweden University, a key card will be available. You will need the key card to access computer rooms and other parts of the university premises after office hours. The key card (Miun card) can be picked up at the reception desk at your campus 24-38 hours after registration. When you go pick up your card, bring a valid identification.

COMPUTER ACCESS

After you have been registered as a student at Mid Sweden University, you will have with access to the computers and the student intranet Student portal. During the Introduction days there will be an introduction to the computer facilities. You will receive a password and a login name to the Mid Sweden University system. If you arrive late and miss this introduction, your password and login name can be picked up at the reception, or at the Student Affairs Office at the department of which you are going to study. Bring your identification upon arrival. Students receive SEK 100 on their student printing account. This money can be used to print copies in the computer rooms. The card is re-charged at the reception desk.

REGISTER YOUR SWEDISH ADDRESS

When you have access to the computers and to the student intranet Student portal you will be asked to enter your Swedish address in the student database. This database is called LADOK and can be reached via the Student portal.

REGISTER YOUR LIBRARY ACCOUNT

The library is an important part of your studies. Through the library you can gain access to online articles, e-books, borrow course literature and much more. In order to gain access to this service, however, you have to register your library account. You can do this when you activate your Student portal account or online or at our Information desk in the library on campus. For more information see the library homepage: www.bib.miun.se/eng/

WHAT TO DO ON CAMPUS

During the first weeks of the semester there are many activities that will help you find your way around campus and settle in. Additional information can be found online at www.miun.se/en/Student and at www.miun.se/newstudent.

DELAYED ARRIVAL

If your arrival is delayed and you miss the orientation activities on campus, please visit the website **www.miun.se/newstudent** for additional information. If you do arrive late, it is your responsibility to inform the department where you are going to study and also your proprietor. If you do not inform them, they may cancel your room and you may lose your place at the university.



CHECK LIST ARRIVING AND SETTLING IN

- Collect your key to your student accommodation (business hours 10.00-16.00)
- Arrive at your campus during business hours 10.00-16.00
- Participate in the introduction days
- Collect schedule and log-in information to the computers/Student portal
- Register yourself as a student at Mid Sweden University
- **Register your Swedish address** in the Student portal
- Collect your key card at the reception
- Register yourself at the library
- Attend fun social activities arranged by the Student union
- Pay the Student union fee if you want to be a member
- Apply for civil registration (Swedish personal number) at the Tax Agency if you are a citizen from outside EU/EEA staying for more than two semesters.

BASIC DICTIONARY

International students can apply for a Beginner's course in Swedish Culture and Language. Before you learn the Swedish language properly, this dictionary may come in handy.

COMMON PHRASES

Hello! Goodbye! How are you? Excuse me Thank you What is your name? My name is... What's the time? I don't speak Swedish Do you speak English? I don't understand Yes No

MONTHS

January
February
March
April
May
June
July
August
September
October
November
December

WEEKDAYS

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

NUMBERS

One	ett
Two	två
Three	tre
Four	fyra
Five	fem
Six	sex
Seven	sju
Eight	åtta
Nine	nio
Ten	tio
Eleven	elva
Twelve	tolv
Thirteen	tretton
Fourteen	fjorton

Hej! Hej då! Hur mår du? Ursäkta mig Tack Vad heter du? Jag heter ... Vad är klockan? Jag talar inte svenska Talar du engelska? Jag förstår inte Ja

januari februari mars april maj juni juli augusti september oktober november december måndag tisdag onsdag fredag

Nej

onsdag torsdag fredag lördag söndag ett två tre fyra fem sex sju åtta nic

Fifteen femton Sixteen sexton Seventeen sjutton Eighteen arton Nineteen nitton Twenty tjugo Twenty-one tjugoett Twenty-two tjugotvå Thirty trettio Forty fyrtio Fifty femtio Sixty sextio Seventy sjuttio Eighty åttio Ninety nittio One hundred ett hundra SHOPPING LIST Orange apelsin Banana banan Appel äpple Cucumber gurka Tomato tomat Potato potatis Carrot morötter Fish fisk Chicken kyckling Meat kött Cheese ost Egg ägg Milk mjölk Butter smör Bread bröd Salt salt Pepper peppar Coffe kaffe Tea te Juice juice Water vatten Beer öl Wine vin COMMON PHRASES AT THE UNIVERSITY Student Affairs Office Exam Syllabus

Schedule

Transcript of grades

Student Union House

Student Union

Grade

Library

Studentexpedition tenta kursplan schema betyg studieintyg Bibliotek Studentkår Kårhus





MID SWEDEN UNIVERSITY

Geographically Mid Sweden University is located in the middle of Sweden, right at the heart of Northern Europe. It is a young university, but its roots go back more than 150 years. As early as in 1842, in the same year as the elementary school was established in Sweden, the decision was taken to place a teachers' education college in Härnösand. Today, Mid Sweden University has three campuses, Härnösand, Sundsvall and Östersund. For more information, please e-mail us at internationaldesk@miun.se



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