



Everyone are welcome to contact us with questions.

You can find this information at:  
[www.miun.se/anstalld/schema](http://www.miun.se/anstalld/schema)

## STUDENT SERVICES

### Contact Schedule administration :

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Short information about...



Mittuniversitetet  
MID SWEDEN UNIVERSITY

## SCHEDULE

Important dates, information etc

[www.miun.se/anstalld/schema](http://www.miun.se/anstalld/schema)

Latest changes 140123

# AUTUMN 2014

## Important dates and events

### Submission of schedule basis

If the course begins in September–October **20 May**.

If the course begins in November–December **15 September**.

### Schedule free days

Wednesday after 3 pm in week 39, 44, 48, 50

### Swedish Scholastic Aptitude test

Saturday 25 October

### Atlas

Deadline for Atlas is week 18.  
1 May.

### Completion of Studies Ceremony

Härnösand week 51.  
Sundsvall week 3, 16 January  
Östersund week 3, 16 January

### Student union and LRC

Introductionactivities afternoons week 36 (1-5/9) *For new students.*

### Submission of schedule basis

If the course begins in January-February **15 november**.

If the course begins in March-April **15 januari**.

### Schedule free days

Wednesday after 3 pm in week 5, 9, 13, 18, 22

### Swedish Scholastic Aptitude test

Saturday 28 March

### Atlas

Deadline for Atlas is week 44.  
1 November.

### Completion of Studies Ceremony

Week 23, 5 June

### Student union and LRC

Introductionactivities afternoons week 4 (19-23/1) *For new students.*

## Information that we need before scheduling

### Semester dates

HT 1/9-18/1  
VT 19/1-7/6

*We prefer to receive the schedule basis by e-mail.*

- Course and application code
- Time and date
- Which students will be taking the course, students from courses or programmes.
- Number of students
- Preferences in terms of rooms and equipment.
- Please state if the time is more important than the room or the other way around.
- Teachers involved in the course.
- Date for the written examination, preferably three occasions and whether or not these must be coordinated with other campuses.
- Please state any unsuitable time or day for classes.

**If you want to book your lecture to start at 9:15-9:45, it will also bear the cost for the room between 8-9.**

Schedule templates can be found at the web.  
[www.miun.se/anstalld/schema](http://www.miun.se/anstalld/schema)

The duration of lectures are normally two or four hours.  
Suitable times to start lectures are 8:15, 10:15, 13:15 samt 15:15.



A preliminary schedule will be sent to the course coordinator for approval before it will be published on the web. Schedules that are not approved will be published at least four weeks before course begins.

# SPRING 2015