



Everyone are welcome to contact us with questions.

You can find this information at:
www.miun.se/anstalld/schema

Division of Student and University 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

Latest changes 160330

Division of Student and University Services

AUTUMN 2016

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 40, 44, 48, 51

Swedish Scholastic Aptitude test

Saturday 29 October

Atlas

Deadline for Atlas is week 18.
1 May.

Completion of Studies Ceremony

week 2, 15 January

Student union and LRC

Introductionactivities afternoons week 35 (29/8-2/9) *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 4, 8, 13, 17, 21

Swedish Scholastic Aptitude test

Saturday 1 April

Atlas

Deadline for Atlas is week 44.
1 November.

Completion of Studies Ceremony

Week 22, 2 June

Student union and LRC

Introductionactivities afternoons week 3 (16-20/1) *For new students.*

Information that we need before scheduling

Semester dates

HT 29/8-15/1
VT 16/1-4/6

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.

Schedule templates can be found at the web.
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.



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.

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 2017