



# UNIVERSITY OF TARTU

**Congratulations!** You have been nominated to participate in the Erasmus exchange programme by your home university.

The following information is given in order to make the application procedure and the preparations for your study period at the University of Tartu go smooth and easy.

<b>Official name in English:</b>	University of Tartu
<b>Institutional code:</b>	EE TARTU02
<b>Homepage of university:</b>	<a href="http://www.ut.ee">www.ut.ee</a>
<b>Postal address:</b>	International Student Service Ülikooli 18-104 Tartu 50090 Estonia
<b>Homepage for incoming students:</b>	<a href="http://www.ut.ee/studies">www.ut.ee/studies</a>
<b>Facebook:</b>	<a href="http://www.facebook.com/tartuuniversity">www.facebook.com/tartuuniversity</a>
<b>Twitter:</b>	<a href="http://twitter.com/tartuuniversity">http://twitter.com/tartuuniversity</a>
<b>Youtube:</b>	<a href="http://www.youtube.com/tartuuniversity">http://www.youtube.com/tartuuniversity</a>

Online application form must be filled in after you have been selected by your home university for study abroad at the University of Tartu.

## **Application procedure:**

All the necessary information, documents and forms can be found on the website:

<http://www.ut.ee/en/studies/exchange-and-visiting-students/exchange-students>

Required documents for Erasmus programme exchange students are:

1. **online application form** – fill out, submit it and print it out. It has to be signed by home institution's coordinator and a student! Home university application form is not suitable!

Application deadline: **May 1, 2012** (non-EU) and **June 1, 2012** (EU).

2. **learning agreement** - English taught courses are available on our website:

<http://www.ut.ee/en/studies/exchange-and-visiting-students/courses-taught-in-english>

The list of English taught courses for autumn semester 2012 will be available at the second part of March. **Keep in mind!** Your home institution might have certain requirements as to courses you need to take or amount of credits you need to obtain! At the University of Tartu, you are free to select courses from different programmes, faculties from the above mentioned website in order to compile a study plan that best suits your needs. Changes can be made to the originally proposed study plan in the Learning Agreement.

3. **transcript of university records** (in English)

4. **copy of valid identification document** (non EU applicants – valid passport copy)

5. **one photo** (3 cm x 4 cm; attach to the application form)

6. **proof of English language skills** (not applicable for native speakers and students of the universities where English is the language of instruction). **English language requirements** – see more in our website: <http://www.ut.ee/en/studies/exchange-and-visiting-students/exchange-students> (Self Assessment Grid).

All documents has to be sent by regular post to:

**International Student Service**

**University of Tartu**

**Ülikooli 18-104**

**50090 Tartu, Estonia**

**Please note:** we do not accept faxed or emailed documents!

<b>Deadlines for applications:</b>	<u>autumn semester</u> May 1 – non-EU applicants June 1 – EU applicants <u>spring semester</u> November 1 - all applicants
------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------

## **Admission to the University of Tartu:**

After all applications have arrived we will start to process them. After careful evaluation, the



# UNIVERSITY OF TARTU

faculties at the University of Tartu inform the International Student Service of their decision (within 3–4 weeks after receiving the documents and in case of an acceptance, you will be notified via online system. Student will be provided automatically with usernames and passwords, so that they can monitor their admission process online. **Letter of Admission** along with some other information materials will be sent to you to the address provided in your application.

**Semester dates for the academic year 2012/2013 are:**

Autumn semester begins on 03.09.2012 and ends on 03.02.2013.

See the academic calendar:

<http://www.ut.ee/en/studies/practical/calendar>

**Accommodation**

Student has to apply for accommodation!

Fill out the online application form in web for autumn semester/ academic year by **July 28** the latest at: <http://ekyla.kyla.ee/valistaotlus.aspx> For further information on accommodation, please visit the following website: <http://campus.ee/>.

Dormitory is open for 24 hours to pick up your room key.

The monthly rate for a place in a double room is approximately 90 EUR.

Deposit 50 EUR (will be refunded to students unless there are some property damage caused and the deposit money is used to cover the cost of repair).

**Residence permits and the right to residence in Estonia**

**EU citizens** (including EEA and Swiss Federation) – in order to obtain the right of temporary residence in Estonia, EU citizens must register themselves as citizens of Tartu within three months from the date of entering Estonia. That can be done in the Population Register Office in Tartu. Please see on web: <http://www.ut.ee/en/studies/practical/before/residencepermits>

**Non-EU citizens** – for more detailed information on visas and residence permits please see on web: <http://www.ut.ee/en/studies/practical/before/residencepermits>

**Practical information**

Our website provides information necessary to know before arrival, how to get to Tartu, cost of living etc. For more information see on web: <http://www.ut.ee/practical>

**Orientation Course**

At the beginning of each semester, the International Student Service offers an Orientation Course for all incoming international students. The Orientation Course, organized jointly by the International Student Service and the academic units of the university, is designed to help new international students get to know each other, the university and the town.

Web: <http://www.ut.ee/en/studies/practical/before/orientation>

**Erasmus Intensive Language Courses (EILC):**

Please visit the following website: <http://archimedes.ee/hkk/index.php?leht=328> . Application deadline for summer courses 2012 is **1th June**. Please note that all student EILC applications should be sent by e-mail to the following address: [eilc@archimedes.ee](mailto:eilc@archimedes.ee)

**Contact information:**

All questions you might have related to your Erasmus experience at the University of Tartu should be addressed to:

Elen Rüütel

International Student Coordinator

Incoming Erasmus Students

E-mail: [elen.ruutel@ut.ee](mailto:elen.ruutel@ut.ee)

Tel: +372 737 6085

**We look forward to see you in Tartu!**