

Instruction for new students unable to participate in the orientation (for coercive reasons only)

Orientation is an integral part of the studies at LUT University. New students are expected to participate in the orientation, as the purpose of the orientation is to provide important information for students to get a good start for their studies.

During the orientation students can also choose and sign up for the courses in consultation with study counsellors and student advisers.

In case a student cannot arrive in Finland for orientation, student should participate in orientation online and complete course enrolments by 2nd of September and start online studies (if available) after orientation on 5th of September to be able to arrive in Finland for on-campus studies later in September.

In case a student cannot participate in the orientation on-campus for some coercive reason (due to residence permit delay), the following issues should be considered:

- Teaching starts on the 5th of September 2022, and the registration for the courses ends at the end of the orientation week, i.e., the 2nd of September at 23.59 sharp. After this electronic registration is no longer available.
- Registration after the 2nd of September will be done manually at LUT Student Services. For most of the courses it is not possible to register late. Late registration for courses available must be done as soon as possible/upon arrival. Before registration a student needs to ask the teacher of the course if it is still possible to join after the official registration has ended. Contact person is Study Secretary Markus Korhonen/LUT Student Services (opinto@lut.fi).
- Students of the non-EU/EEA countries (excluding Switzerland) must pay the tuition fee before their arrival, following the deadlines mentioned on their letter of acceptance. In case of cancellation, the refund can be paid following the LUT refund policy. The contact party in tuition fee matters is LUT scholarship team (LUT.scholarships@lut.fi).
- Students must pay the Student Union of LUT University (LTKY) membership fee before their arrival as instructed. If for some technical reason it is not possible, it must be done before registering for the courses, i.e., upon arrival to Finland, at the LTKY's office in the Student Union building. Finnish Internet banking is the easiest option, if it is available. Contact person for membership fees is Office Secretary Virpi Partti/LTKY (toimistosihteeri@ltk.fi).
- Students arriving after the orientation days are entitled to a welcoming package and partly entitled to the services of a tutor. Each new student is appointed a tutor. The appointed tutor has reserved a good amount of time to help the new students during the orientation week – however, it should be considered that once the studies commence, the tutor is also studying. The contact person in tutoring matters is Tutoring Secretary Kia Dillström/LUT Student Services (tuutorointisihteeri@lut.fi).
- Students from outside Finland need to consider that after the orientation week there is no LUT Driver service, and they need to pick up the keys to their apartment from Lappeenranta Student Housing Foundation (LOAS) by themselves.
- If a new degree student cannot participate in the orientation, they must contact their study counsellor to sort out all the practicalities with their studies, for example equivalence of the courses etc. All other study related inquiries are also directed to the study counsellor.
- Students must be present in Lappeenranta latest by 12th of September or for some study programmes by 30th of September, this also applies if your residence permit has been delayed. The ultimate deadlines: **12 September 2022** for Energy Technology, Environmental Technology, Industrial Engineering and Management, Mechanical Engineering.
30 September 2022 for Economics and Business Administration, Chemical Engineering, Computational Engineering, Electrical Engineering, Software Engineering.
Given here deadlines for arrival in Lappeenranta do not apply for students with possible special permission by the head of the programme.
NOTE: Course enrolments must be done until 2 September 2022 at 23.59 (UTC+3) even if arriving late.

If having noticeable delays in your residence permit process, contact arrival@lut.fi with no delay.

Important information about the orientation and beginning of the studies can be found here:

eLUT portal/information for new students (in English):

<https://elut.lut.fi/en/starting-studies>

***LUT Student Services**

Study Secretary **Markus Korhonen**

opinto@lut.fi, +358 29 446 3040 (room 2313)

Tutoring Secretary **Kia Dillström**

tuutorointisihteeri@lut.fi, +358 50 464 0773 (room 2313)

Arrival Secretary **Rosa Kinnunen**

arrival@lut.fi, +358 40 138 0363 (room 2313)

International Coordinator for exchange students **Jenna Jokinen**

incoming@lut.fi (room 2313)

Tuition fees and scholarships

LUT Scholarships LUT.Scholarships@lut.fi

Admission Services

LUT Admission LUT.Admission@lut.fi

***Study Counsellors** (room 2313)

Find your study counsellor (counsellors by study programmes):

<https://elut.lut.fi/en/study-guidance-and-support-services/study-guidance-and-counseling>

***Student Advisers** (room 2313)

Find your student adviser (advisors by study programmes):

<https://elut.lut.fi/en/study-guidance-and-support-services/study-guidance-and-counseling>

***LTKY** (Student Union office at Student Union Building)

Office secretary **Virpi Partti**

toimistosihteeri@ltk.fi, +358 45 261 2670 <https://ltk.fi/en/>

Note:

Given here instructions do not apply for students of SE4GD programme. For further instructions for this programme, please contact programme's coordinator Susanna Koponen (susanna.koponen@lut.fi).