



# LAND OF THE CURIOUS



**Welcome to Finland  
and LUT University!**

ORIENTATION FOR NEW EXCHANGE STUDENTS, AUGUST 2026

# EXCHANGE STUDIES AT LUT

Jonna Halinen  
Coordinator  
LUT International Mobility Services  
[incoming@lut.fi](mailto:incoming@lut.fi)



# LOTS OF INFORMATION, BUT DON'T WORRY!

You don't need to remember everything today.

During the orientation days, focus on:

- Getting to know new people
- Finding your first classes
- Registering for your courses
- Knowing where to get help

Your tutor and LUT staff are here to support you.

Everything else can be found later in [eLUT](#).



# CONTENT

- 📌 Getting support at LUT
- 💻 Study tools and systems
- 📁 Courses, enrolment and exams
- ✅ Practical matters for exchange students

The slides and recording will be available in [elut.fi](https://elut.fi)



# FROM WHERE TO SEEK HELP?

■ Not sure who to contact? Start with International Mobility Services ([incoming@lut.fi](mailto:incoming@lut.fi))

**International Mobility Services/ Jonna Halinen (incoming student coordinator)**

**[incoming@lut.fi](mailto:incoming@lut.fi)**

- Questions about exchange studies, courses and course registration
- Learning Agreements
- Certificates of Arrival / Stay
- Documents required by your home institution: please prefill your own information on any documents requiring my signature. All signatures can be handled via email.
- Preferred contact method: email
- Meetings available on Tuesdays and Thursdays 12-15 on campus (Lappeenranta) or online by appointment. Book your time [here](#).

**Student Customer Services**

**[opinto@lut.fi](mailto:opinto@lut.fi)**

- Opening hours on eLUT
- Exam registrations (& course registration\*)
- Study certificates
- Official Transcript of Records
- Study-related misconduct and accident reports

*\*Exchange students: For course registration issues, please first contact incoming student coordinator ([incoming@lut.fi](mailto:incoming@lut.fi)).*



# FROM WHERE TO SEEK HELP?

## Student IT Helpdesk

[Student.ithelpdesk@lut.fi](mailto:Student.ithelpdesk@lut.fi)

- Campus opening hours on [eLUT](#)
- LUT account, Sisu, Moodle
- Technical problems

## Other Student Services

- Tutoring & First year experience
- Academic library
- Student union, guilds and clubs
- Student community coordinators and spaces
- Campus chaplains
- MOVEO Sport and Wellbeing Services
- More services and information about these can be found on [eLUT](#)



 Welcome Fair  
Friday, 28 August  
Meet most student services  
in one place



# LUT USER ACCOUNT

» Activate your account ASAP

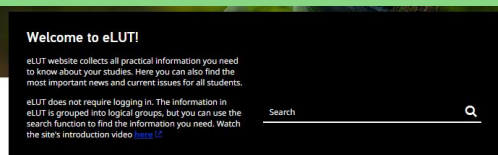
- Required for
  - Sisu (course registration & personal study plan)
  - Moodle
- Check your LUT IT activation email (also your spam folder)
- Instructions in eLUT
- Problems activating your account?
  - Visit the IT Service Desk.
  - If not present on campus: phone or email
  - Contact information and opening hours on eLUT



# INFORMATION SOURCES AND STUDY TOOLS

## eLUT

- ✓ Always start with eLUT
- ✓ Student information hub
- ✓ News and current issues
- ✓ Links to all study systems

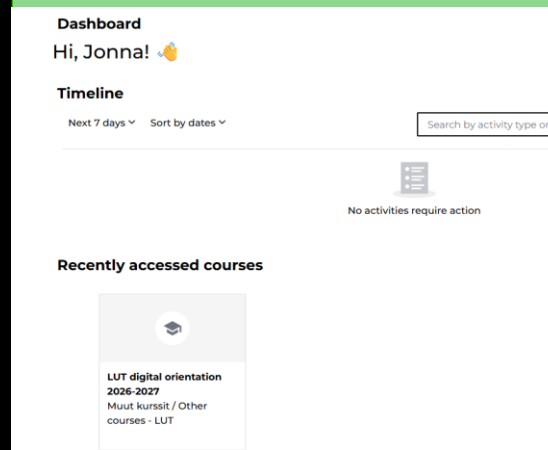


## Sisu

- ✓ Personal study plan (PSP)
- ✓ Course & exam registrations
- ✓ Study calendar
- ✓ Grades & credits
- ✓ Transcript of records & study certificate

## Moodle

- ✓ Course materials
- ✓ Assignments and exams
- ✓ Announcements



## Tuudo

- ✓ A Mobile app for
  - ✓ Timetables
  - ✓ Campus maps
  - ✓ Restaurant menus
  - ✓ Library card
  - ✓ News

## TimeEdit

- ✓ Timetables



# INFORMATION SOURCES AND STUDY TOOLS

## Office 365 email

- ✓ Firstname.lastname@student.lut.fi
- ✓ Official LUT communication
- ✓ Check your student email regularly
- ✓ Use your student email when contacting LUT staff

## LUT Mobility-Online

- ✓ Learning Agreement
- ✓ Certificate of Arrival/Stay
- ✓ Check your registered email address regularly

More study systems and instructions are available on [eLUT](#)

# LUT'S AUTUMN SEMESTER 2026

- 2 periods in one semester (each period is 7 weeks long), exam and intensive weeks in between the periods

## Autumn semester 2026 periods 1 and 2

|                                           |                       |
|-------------------------------------------|-----------------------|
| Orientation weeks                         | 10.8. – 28.8.2026     |
| <b>1st</b> teaching period, weeks 36 – 42 | 31.8. – 16.10.2026    |
| Exam and intensive week, week 43          | 19.10. – 23.10.2026   |
| <b>2nd</b> teaching period, weeks 44 – 50 | 26.10. – 11.12.2026   |
| Exam and intensive week, week 51– 52      | 14.12. – 22.12.2026   |
| No instructions or examinations week 53   | 28.12.2026 – 1.1.2027 |

# COURSE ENROLMENT DEADLINES

## Period 1 Courses

 Deadline: Friday 28 August at 11:59 pm

- » Attend course enrolment session and Q&A session
- » Problems? Contact [incoming@lut.fi](mailto:incoming@lut.fi)

## Period 2 Courses

 Deadline: Friday 23 October at 11:59 pm

- » Enroll in Sisu.
- » You can enrol already now
- » Problems? Contact [incoming@lut.fi](mailto:incoming@lut.fi)
- » **The late enrolment fee applies** (10 euros per course) on period 2, so do not be late!



# EXAMS AND ASSESSMENT

- » Assessment methods vary between courses (see detailed info on Sisu)
- » You may have:

|                                                                                                  |                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Paper exam</b>                                                                                | <ul style="list-style-type: none"><li>• Examination dates are available in the course details in Sisu.</li><li>• Examination schedule and place presented in <a href="#">eLUT</a></li><li>• Remember to register in Sisu one week before</li></ul> |
| <b>Moodle exam</b>                                                                               | <ul style="list-style-type: none"><li>• Information on course pages in Moodle</li><li>• Registration in Sisu or Moodle</li><li>• General information about Moodle exams in <a href="#">eLUT</a></li></ul>                                          |
| <b>Examination in Exam Room<br/>= electronic exam in separate<br/>examination hall on campus</b> | <ul style="list-style-type: none"><li>• Teacher provides the exam link. Student can take an examination during the time slot given by the teacher.</li><li>• See instructions in <a href="#">eLUT</a></li></ul>                                    |
| <b>No exam at all</b>                                                                            | <ul style="list-style-type: none"><li>• For example, group work, essay or other assignment</li></ul>                                                                                                                                               |

# IMPORTANT EXAM RULES

- You must have a valid study right to take an exam (i.e. not always possible to retake the exam during your exchange period)
- Max. 3 exam attempts per course during your study right.
- You cannot take two exams simultaneously.
- You can take 2 exams per day:
  - morning exams 8.30-11.30 and
  - evening exams 16.30-19.30
- Final grades are recorded in Sisu
  - Teachers have 4 weeks to grade exams
  - LUT grading scale: 1–5 (5 = Excellent), H=passed



## Enrolment for an exam

- Use Sisu for enrolment in the paper / Moodle exams
- Registration closes 1 week before the exam
- Problems? Contact [opinto@lut.fi](mailto:opinto@lut.fi) (Student Services)
- **Late registration to exam costs 40€**

## Cancelling enrolment

- Cancel in Sisu
- No later than 2 working days before the exam
- Problems? Contact [opinto@lut.fi](mailto:opinto@lut.fi) (Student Services)
- Remember to cancel if you cannot attend!  
**A registered exam counts as an exam attempt**

More information available in [eLUT](#).





# INDIVIDUAL STUDY ARRANGEMENTS

- Require a documented diagnosis or expert statement
- Arrangements are based on individual needs
- For example:
  - Extra time in exams and assignments
  - Access to study materials in advance
  - Other individual support measures
- Contact the course teacher as early as possible to agree with them about the individual study arrangements.
- See more information about [individual study arrangement](#) and [individual arrangements in examinations](#)



# **PRACTICALITIES FOR INCOMING EXCHANGE STUDENTS**



# FEW PRACTICALITIES ABOUT STUDIES

- » Courses' start time
  - » According to academic tradition, lectures start 15 minutes past the hour unless informed otherwise. Therefore, the first lecture starts at 8:15 a.m.
- » Kela Meal Subsidy Card
  - » Student-priced meals (€3.10) in university cafeterias
  - » Fill in your information on the card
  - » You can also use the Student Card to prove your student status if you join LTKY





# CONFIRMING THE START OF YOUR STUDIES

- » Check your email by subject: "Your exchange at LUT University is about to begin!" from [incoming@lut.fi](mailto:incoming@lut.fi) (sent 10/8/2026)
- » Confirm the start of your studies via the link provided in the email
- » Your Certificate of Arrival will later be available in LUT Mobility-Online
- » If your home institution requires a different document to confirm your arrival, please contact [incoming@lut.fi](mailto:incoming@lut.fi).
- » Near the end of your exchange, we will send detailed instructions regarding the Certificate of Stay and Transcript of Records

# FINNISH PERSONAL IDENTITY CODE (PIC)

**All exchange students in Finland should obtain a PIC!**

## What is a PIC?

- Your date of birth and five additional digits (e.g. 010192-000A or 010192A1114)
- Never send your full Finnish PIC to anyone!
- May already be included in your residence permit

## How to get a PIC?

- You can get the PIC from the Digital and Population Data Service Agency (DVV)
- **See DVV's registration times without booking on campus or DVV's office in eLUT (point 19) and prefer these times.** Exchange students must primarily use these registration days.



### Lahti

On campus: 27.8. & 3.9.

DVV Office: 7.9. & 14.9.

### Lappeenranta

On campus: 3.9., 10.9. & 17.9.

## Registering for a PIC

### »» Documents required for the registering:

- »» 1. Complete the DVV e-form
- »» 2. Certificate of Attendance (from SISU or from Student Customer Service)
- »» 3. Passport / European ID Card
- »» 4. Residence permit (if applicable).

### Please go through the instructions for registering

- »» [eLUT point 19: How to start the registration and documents required for the registering](#)
- »» [Registration of an international student in the Population Information System](#)
- »» [Bulletin about registering and getting the personal identity code](#)

### After receiving your PIC

- »» Please send the **last five digits** of your PIC to [opinto@lut.fi](mailto:opinto@lut.fi)
- »» Please note! Receiving the PIC may take several weeks. If you have not received it within 6 weeks, please contact DVV.





# RIGHT OF RESIDENCE

## EU / EEA / Swiss Citizens

- If you stay in Finland for more than 3 months (90 days) without interruption, you must register your right of residence.
  - **Note!** If you leave and re-enter Finland, the 3 months period starts from the beginning.
- The process does not need to be finalised within the first 90 days: It is enough to start the process within the first 90 days in the country.
- More information:
  - [EU Registration](#)
  - [Registration of right of residence](#)

# RESIDENCE PERMIT

## Non-EU Citizens

- Make sure your residence permit or mobility notification remains valid for your entire stay in Finland.
- If you have questions regarding residence permits or mobility notifications, please contact the Finnish Immigration Service (Migri) directly
- More information:
  - [Mobility notification to Finland](#)
  - [Residence permit for studies](#)

# HEALTH CARE SERVICES FOR EXCHANGE STUDENTS

- » Finnish Students' Health Services FSHS (YTHS) is not available for exchange students

## EU/EEA students

- » Necessary medical treatment at public health care with a valid European Health Insurance Card (EHIC) card
- » More information:  
[the public sector healthcare EKHVA](#)  
[Wellbeing services county of Päijät-Häme](#)

## Non-EU/EEA students

- » A private health insurance required to cover the use of health care services in the private sector.
- » More information from Migri: [Information about insurances for students coming to Finland](#)

# EMERGENCY AND SAFETY

**Emergency? Call 112** (or use 112 Suomi app)

- » Ambulance, Fire, Police, Immediate danger

**Need help in a non-emergency situation over the phone? Call Securitas Call Centre +358 204912341**

- » Available 24/7 for exchange students
- » Use this number if
  - If you cannot reach your tutor, peers, or other services (during nights or weekends).
  - You are locked out of your apartment
  - You need urgent advice in a non-emergency situation

# STUDENT UNION (LTKY) MEMBERSHIP AND STUDENT CARD

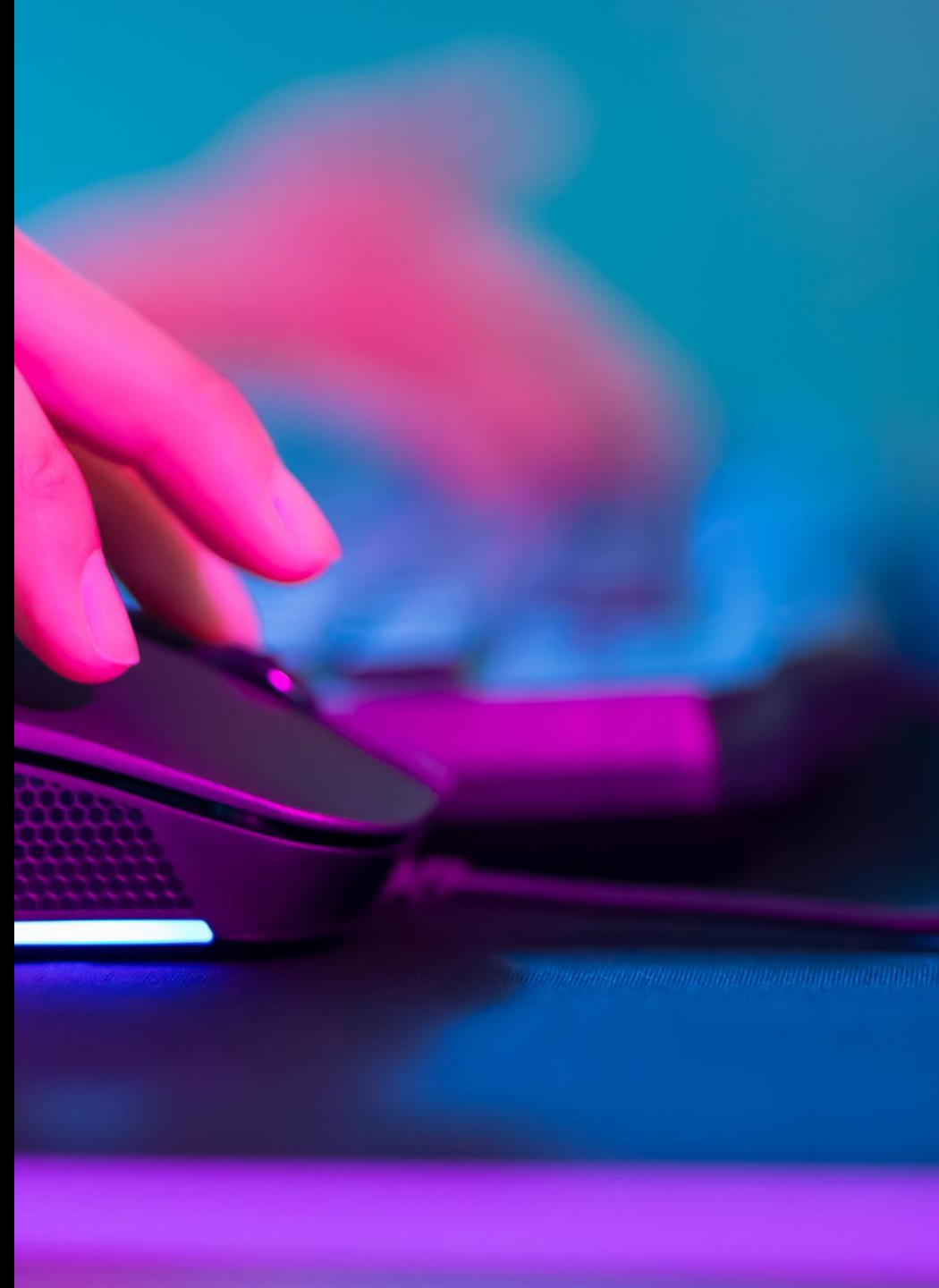
- » Membership is optional for exchange students
- » Finnish student card benefits:
  - » Discounts and benefits
  - » Student activities and services
- » The membership fee
  - » € 43 / semester
  - » € 75 / academic year 2026-2027
- » [LTKY's exam archive](#)
- » More information: [LTKY Website](#)



# CHECKLIST FOR NEW STUDENTS & DIGITAL ORIENTATION

## » [Checklist in eLUT](#)

- Many of the checklist items are also relevant for exchange students, especially points 5, 6, 8 and 10–19.
- We also recommend exploring the Digital Orientation in Moodle (point 13).
  - The materials are relevant for exchange students, except for "Planning and Completing Studies" → "Degree Structure and Personal Study Plan", which is intended for degree students



# CAMPUS RULES & ETHICAL GUIDELINES

## Respect Others

- Treat everyone fairly and equally
- No harassment, bullying or discrimination

## Follow the Rules

- Follow course and examination instructions
- Follow AI and university policies
- Ask if you are unsure

## Academic Integrity

- Use sources correctly
- Respect copyright
- Avoid plagiarism and other academic misconduct

Read more:

[Detailed campus rules in eLUT](#)  
[Consequences of unethical conduct and academic fraud](#)





**MEET NEW  
PEOPLE AND  
ENJOY YOUR  
STUDIES AT LUT  
UNIVERSITY!**

