Frequently Asked Questions, graduation LUT

Table of Contents

Frequently Asked Questions about Graduation

1. What should I do when my master's thesis is ready? 3
2. How long does the assessment process of master's thesis usually take? 3
3. When can I apply for graduation? 3
4. Do I need to be registered as attending in order to graduate? 3
5. Do all my studies need to be registered in Sisu before I submit my graduation application? 3
6. How do I apply for graduation? 4
7. What will my official graduation date be? 4
8. How long does it take to receive my degree certificate? 4
9. How will I receive my degree certificate? 4
10. Can I graduate in December even if all my completed studies are not yet visible in Sisu when I apply? 4
11. What happens if my final study completion is dated in January? 5
12. Can I graduate in July? 5
13. What happens if my graduation is postponed until August? 5
14. Can I apply for graduation even if the grade for my Master's thesis has not yet been registered in Sisu? 5
15. Can I participate in the graduation ceremony? 5
16. My relatives are coming to the graduation ceremony and they need an invitation for visa application. Can you issue one? 5
17. Do I need to register separately for the graduation ceremony? 6
18. Is the graduation ceremony date also my official graduation date? 6
19. Can my graduation date affect my financial aid? 6
20. I want to attend the graduation ceremony in a specific month. When should I submit my thesis for assessment? 6
21. I want to attend the graduation ceremony in a specific month. By when does my thesis need to be assessed? 6
22. I want to attend the graduation ceremony in a specific month. When should I apply for graduation? 6
23. I want to attend the graduation ceremony in a specific month. When does my thesis need to be completed? 7
24. Who can I contact if I have questions about graduation? 7
25. Who can I contact if I have questions about the thesis assessment process? 7

Frequently Asked Questions about Maturity test

26. Do I need to complete a maturity test? 8

27. How do I complete the maturity test? 8
28. In which language should I complete the maturity test for my Bachelor's degree? 8
29. In which language should I complete the maturity test for my Master's degree? 8
30. I have already completed a Bachelor's degree. Do I need to demonstrate my Finnish or Swedish language proficiency again when completing my Master's degree? 8
31. Who assesses my maturity test? 9
32. Where do I submit my maturity test? 9
33. Does the maturity test need to be included in my study plan in Sisu? 9
34. I cannot find the maturity test in my study plan. What should I do? 9
35. I am not sure whether the language of my maturity test needs to be checked. Who should I ask? 9

Frequently Asked Questions about Graduation Scholarships

36. Can I receive a scholarship if I graduate within the target time? 10
37. How much is the scholarship for graduating within the target time? 10
38. How is the target time for completing my degree calculated? 10
39. Do statutory absences affect my eligibility for the scholarship? 10
40. Do I need to apply for the scholarship for graduating within the target time? 10
41. When will the scholarship be paid? 10
42. What is the scholarship for completing a degree with excellent academic performance? 11
43. How much is the scholarship for a degree completed with excellent academic performance? 11
44. How is the weighted average grade for my degree calculated? 11
45. What if more than half of my degree has been graded on a pass/fail basis? 11
46. Can I receive a scholarship for a Bachelor's thesis completed for a company? 11
47. Do I need to apply for a scholarship for a Bachelor's thesis completed for a company? 12
48. When are VITAKO scholarships awarded? 12
49. When are PHP Foundation scholarships awarded? 12
50. Which bank account can the scholarship be paid to? 12
51. Can you check if I'm eligible for receiving a scholarship for graduating within target time or with distinction? 12

Frequently Asked Questions about Graduation

1. What should I do when my master's thesis is ready?

When your thesis is ready, follow the thesis process instructions (https://elut.lut.fi/en/completing-studies/theses/masters-thesis) and submit the thesis assessment request, **Form 1B**, to **LUT.graduation@lut.fi**.

Once your thesis supervisors have assessed the thesis, the assessment will be submitted to the dean for approval. Deans normally approve thesis assessments once a week.

---

2. How long does the assessment process of master's thesis usually take?

Examiners have at least two weeks to assess master's thesis once the official assessment process has started. After the assessment, some time is still needed for the Dean's approval (once a week). For this reason, if you have a specific graduation deadline in mind, we recommend agreeing on a realistic timetable with your supervisor well in advance.

---

3. When can I apply for graduation?

You can apply for graduation when you have completed all the studies required for your degree and your completed studies and approved study plan are recorded in Sisu.

With the exception of the turn of the year and the end of the academic year when you must apply for graduation by a certain date (31.12. and 31.7.) Your application will only be processed once all the studies required for your degree have been registered.

Please note: The graduation application is binding. Your degree certificate will be issued according to the degree structure your study counsellor has accepted and that is included in your graduation application.

---

4. Do I need to be registered as attending in order to graduate?

Yes. You must be registered as attending at the time of graduation. Degree students must also have paid the Student Union membership fee and the healthcare fee for students in higher education for the relevant semester. Student who is required to pay tuition fee also pays tuition for that semester.

---

5. Do all my studies need to be registered in Sisu before I submit my graduation application?

Main rule is that all studies are registered in Sisu. With the exception of the turn of the year and the end of the academic year when you must apply for graduation by a certain date (31.12. and 31.7.) Your application will only be processed once all the studies required for your degree have been registered.

Also check that your study plan does not contain courses for which you will not receive a completion.

---

6. How do I apply for graduation?

Instructions are here: https://elut.lut.fi/en/it-instructions-and-study-tools/sisu/sisu-instructions/graduation-sisu/requesting-graduation-sisu

---

7. What will my official graduation date be?

If all the studies required for your degree have already been completed and registered, your graduation date will be the date on which you submit your graduation request.

If you submit the request before all the required studies have been registered, your application will only be processed after the final missing completion has been registered. Your graduation date will be determined accordingly.

For example, if your thesis is the final missing completion, your graduation date will be determined by the date on which the dean approves your thesis.

---

8. How long does it take to receive my degree certificate?

For Bachelor's and Master's degrees, the degree certificate is normally issued **within three weeks of submitting the graduation application**, provided that all requirements for awarding the degree have been met.

For doctoral and licentiate degrees, the certificate is normally issued **within two weeks of submitting the graduation application**.

After your graduation request has been processed, the rector or the provost will digitally sign the degree certificate. Therefore, the certificate will not be available for download immediately after your graduation request has been processed.

---

9. How will I receive my degree certificate?

You will receive a link for downloading your electronic degree certificate to your personal email address.

Before graduating, make sure that **your personal email address, not your LUT email address, is saved as your secondary email address in Sisu**.

---

10. Can I graduate in December even if all my completed studies are not yet visible in Sisu when I apply?

Yes. Graduation request must be done by **31 December** even if all your completed studies have not yet been registered.

However, for your degree to be dated in December, all studies included in the degree must have a completion date of no later than 31 December in Sisu.

Due to the Christmas holiday period, students graduating in the end of December will receive their degree certificate in January.

---

11. What happens if my final study completion is dated in January?

If a study included in your degree has a completion date in January, or if you submit your graduation request in January, your degree will also be awarded in January.

In this case, remember to register as attending for the spring semester and pay the relevant fees unless you have already registered as attending for the whole academic year.

---

12. Can I graduate in July?

Yes. To graduate during the current academic year, you must submit your graduation request by **31 July**. All studies included in your degree must also have a completion date of no later than 31 July in Sisu.

Due to the summer holiday period, students graduating in July will receive their degree certificate in August.

---

13. What happens if my graduation is postponed until August?

The academic year changes on 1 August. If you submit your graduation request in August or if a study included in your degree has a completion date in August, your degree will also be awarded in August.

You must then register as attending for the autumn semester and pay the relevant fees.

---

14. Can I apply for graduation even if the grade for my Master's thesis has not yet been registered in Sisu?

Yes. You can submit your graduation request before the thesis grade and maturity test have been registered in Sisu.

Your application can be fully processed once all the studies required for the degree have been registered.

---

15. Can I participate in the graduation ceremony?

Master's and doctoral graduates can participate in the graduation ceremony held during the month in which they graduate. A prerequisite is that you must have applied for graduation **at least 10 days before the ceremony** and graduate no later than the day before the ceremony.

If you graduate after that month's graduation ceremony, you can participate in the following month's ceremony. You cannot freely choose which graduation ceremony to attend.

---

16. My relatives are coming to the graduation ceremony and they need an invitation for visa application. Can you issue one?

LUT University does not issue visa invitations, and we are therefore not authorised to do so. You should submit the relevant documentation and details regarding your graduation and graduation ceremony to the embassy yourself.

---

17. Do I need to register separately for the graduation ceremony?

No. You will be asked whether you wish to participate in the graduation ceremony when you submit your graduation request in Sisu.

You will receive an invitation to the graduation ceremony by email.

---

18. Is the graduation ceremony date also my official graduation date?

Your **graduation date** is the official date on which your degree is awarded. The **graduation ceremony** is a separate event where your graduation is celebrated.

Therefore, the ceremony date and your official graduation date may be different.

---

19. Can my graduation date affect my financial aid?

Yes, it may. Your graduation date can be significant for student financial aid, particularly when graduating with a Master's degree or when graduating with a Bachelor's degree without continuing your studies at LUT.

Check with Kela how your graduation date affects your situation.

---

20. I want to attend the graduation ceremony in a specific month. When should I submit my thesis for assessment?

Agree on the schedule with your thesis supervisor. You must apply for graduation at least **10 days before the graduation ceremony** and graduate no later than **the day before the ceremony**.

---

21. I want to attend the graduation ceremony in a specific month. By when does my thesis need to be assessed?

Agree on the schedule with your thesis supervisor. Once your thesis supervisors have assessed your thesis, the assessment will be submitted to the dean for approval. Deans normally approve thesis assessments once a week.

You must apply for graduation at least **10 days before the graduation ceremony** and graduate no later than **the day before the ceremony**.

---

22. I want to attend the graduation ceremony in a specific month. When should I apply for graduation?

You must apply for graduation at least **10 days before the graduation ceremony**.

---

23. I want to attend the graduation ceremony in a specific month. When does my thesis need to be completed?

Agree on the schedule with your thesis supervisor well in advance. Simply submitting your thesis does not mean that it has been approved, as the thesis must go through the assessment and approval process before you can graduate.

If you are planning to attend the graduation ceremony in a specific month, make sure to also take into account the deadlines for graduation and participation in the ceremony.

---

24. Who can I contact if I have questions about graduation?

You can contact LUT's degree certificate team at:

LUT.graduation@lut.fi

The team can help you with questions related to applying for graduation, the graduation process and your degree certificate.

---

25. Who can I contact if I have questions about the thesis assessment process?

For administrative questions related to the approval of your thesis topic, the assessment process, and graduation, you can contact the LUT Graduation Team:

LUT.graduation@lut.fi

For questions concerning the content of your thesis, supervision, schedule, or academic requirements, please contact your thesis supervisor.

Frequently Asked Questions about Maturity test

26. Do I need to complete a maturity test?

Yes. A maturity test is required for both Bachelor's and Master's degrees.

---

27. How do I complete the maturity test?

The maturity test can be completed as part of a thesis seminar or equivalent. It can be a section of your thesis, such as the abstract, introduction, or summary, or another text closely related to your thesis, such as an essay, literature review, or self-assessment.

Alternatively, the maturity test can be completed in EXAM.

Your degree programme determines how the maturity test is completed and provides more detailed instructions.

---

28. In which language should I complete the maturity test for my Bachelor's degree?

For a Bachelor's degree, the maturity test is written in the Finnish or Swedish language in which you completed your school education in Finland.

If your language of school education is neither Finnish nor Swedish, the maturity test is written in Finnish or in English.

---

29. In which language should I complete the maturity test for my Master's degree?

For a Master's degree, the maturity test is generally written in the language of the degree programme. In English-language degree programmes, the maturity test is usually written in English.

An exception applies if your language of school education is Finnish or Swedish and you have not previously demonstrated proficiency in that language through the maturity test included in a Bachelor's degree. In this case, you must complete the maturity test in your language of school education.

---

30. I have already completed a Bachelor's degree. Do I need to demonstrate my Finnish or Swedish language proficiency again when completing my Master's degree?

If you have already demonstrated the required proficiency in Finnish or Swedish through the maturity test included in your Bachelor's degree, the maturity test for your Master's degree is generally completed in the language of your degree programme. Content of the higher-level degree maturity exam is assessed, not proficiency in Finnish or Swedish.

If you are unsure whether you need to demonstrate your language proficiency again, please check with your study guidance counsellor.

---

31. Who assesses my maturity test?

Your thesis supervisor checks that the maturity test demonstrates sufficient knowledge of your thesis topic. The supervisor also assesses the clarity and comprehensibility of the text.

---

32. Where do I submit my maturity test?

Submit your maturity test as agreed with your thesis supervisor.

If your degree programme uses another method for completing the maturity test, such as an EXAM examination, follow the instructions provided by your degree programme.

---

33. Does the maturity test need to be included in my study plan in Sisu?

Yes.

For a Bachelor's degree, your study plan must include **Maturity Test for Bachelor's Degree (LUTKYPSAT)**.

For Master of Science in Technology, Master of Science in Economics and Business Administration and Master of Social Sciences degrees, your study plan must include **Maturity Test for Master's Degree (LUTKYPSYT)**.

The maturity test course is located in the same section of your study plan as your thesis.

---

34. I cannot find the maturity test in my study plan. What should I do?

Check that your study plan includes the correct maturity test course:

- Bachelor's degree: **LUTKYPSAT**
- Master of Science in Technology and Master of Science in Economics and Business Administration degrees: **LUTKYPSYT**

If the course is missing or you are unsure which maturity test you need to complete, please contact your study counsellor.

---

35. I am not sure whether the language of my maturity test needs to be checked. Who should I ask?

If you are unsure whether the Finnish or Swedish language of your thesis abstract needs to be checked as part of your Master of Science in Technology, Master of Science in Economics and Business Administration, or Master of Social Sciences degree, please check with your study counsellor.

Frequently Asked Questions about Graduation Scholarships

36. Can I receive a scholarship if I graduate within the target time?

Yes. The faculties award scholarships to students who complete their degree within the target time. The scholarship decision for the academic year 2026–2027 applies to students who graduate by 31 July 2027.

---

37. How much is the scholarship for graduating within the target time?

The amount depends on your degree:

- Bachelor's degree completed within a maximum of three years: **EUR 400**
- Master's degree completed within a maximum of five years, if you were admitted to complete both a Bachelor's and a Master's degree: **EUR 300**
- Master's degree completed within a maximum of two years, if you were admitted directly to a Master's degree programme: **EUR 300**

---

38. How is the target time for completing my degree calculated?

If you were admitted to complete both a Bachelor's and a Master's degree, the time is calculated from the beginning of your Bachelor's studies.

If you were admitted directly to a Master's degree programme, the time is calculated from the beginning of your Master's studies.

Statutory absences are taken into account when calculating the duration of your studies.

---

39. Do statutory absences affect my eligibility for the scholarship?

Statutory absences are taken into account when calculating the time taken to complete your degree.

---

40. Do I need to apply for the scholarship for graduating within the target time?

If you are eligible for the scholarship, you will receive a Webropol survey from **LUT.graduation@lut.fi** in the month following your graduation.

Remember to check your spam folder as well. You have **one week** to respond to the survey.

---

41. When will the scholarship be paid?

The scholarship is normally paid **within two months of completing the Webropol survey**.

Students who graduate in June or July and are eligible for the scholarship will receive the survey at the beginning of the autumn semester. Their scholarships will be paid in September or October at the earliest.

---

42. What is the scholarship for completing a degree with excellent academic performance?

A degree is considered to have been completed with excellent academic performance if:

- the degree is completed within the target time
- the weighted average grade for the degree is at least **4.00**
- the thesis grade is **5**.

---

43. How much is the scholarship for a degree completed with excellent academic performance?

The scholarship amounts are:

- Bachelor's degree: **EUR 500**
- Master's degree: **EUR 800**.

---

44. How is the weighted average grade for my degree calculated?

The weighted average includes all courses included in the degree that have been successfully completed and graded on a scale of 0–5. The thesis is also included in the calculation.

The number of ECTS credits for each course is used as the weighting factor.

You can see the weighted average grade for your degree on your transcript of records.

---

45. What if more than half of my degree has been graded on a pass/fail basis?

A weighted average grade is not calculated if more than half of the ECTS credits included in your degree have been assessed using a grading method other than the 0–5 scale.

If a weighted average grade cannot be calculated for your degree, the degree cannot be considered to have been completed with excellent academic performance.

---

46. Can I receive a scholarship for a Bachelor's thesis completed for a company?

Viipurin Taloudellinen Korkeakouluseura (VITAKO) awards a **EUR 300** scholarship for a Bachelor's thesis completed for a company. VITAKO issues the scholarship to Bachelor's graduates from degree programmes in business administration and industrial engineering and management.

PHP Foundation awards a **EUR 500** scholarship to students in the Software and Systems Engineering programme for a Bachelor's thesis completed for a company.

---

47. Do I need to apply for a scholarship for a Bachelor's thesis completed for a company?

Your thesis supervisor indicates on the thesis assessment form the company for which the thesis was completed.

If you are being nominated for a scholarship, a study secretary will contact you to request your bank account details for the nomination.

The final decision on awarding the scholarship is made by the relevant foundation.

---

48. When are VITAKO scholarships awarded?

Student Services submits scholarship nominations to VITAKO twice a year:

- in April for students who have graduated by the end of March
- in December for students who have graduated by the end of November.

A Bachelor's graduate can be nominated for the scholarship if they are still a student at LUT.

---

49. When are PHP Foundation scholarships awarded?

Student Services submits scholarship nominations to the PHP Foundation twice a year:

- in May for students who have graduated by the end of April
- in December for students who have graduated by the end of November.

A Bachelor's graduate can be nominated for the scholarship if they are still a student at LUT.

---

50. Which bank account can the scholarship be paid to?

The scholarship can only be paid to **a bank account held in the scholarship recipient's own name**.

Currently, scholarships cannot be paid to Russian bank accounts.

---

51. Can you check if I'm eligible for receiving a scholarship for graduating within target time or with distinction?

This cannot be verified in advance. The system calculates your study time and we won't know for sure what your situation is until you've graduated.