

Dear Partner,

With this message I would like to inform you about our application procedure for students who wish to spend an exchange period at Tampere University of Technology (TUT) during the academic year 2011-2012. TUT has an on-line application form for exchange students and no paper applications are needed. Only the students of architecture will complete their on-line application by sending their hard copy portfolios by post.

Please advise your nominated students to submit the application via the online form at:

http://eto.adm.tut.fi/cgi-bin/ehaku/hakijan_sivu.pl?hakuld=951&language=eng

PLEASE NOTE:

- The application periods and deadlines for submitting online applications are as follows:
15 March-15 May (autumn arrivals)
15 August-15 October (spring arrivals)
- The application form will be available only during the periods detailed above. Please advise students to apply in good time. We will not accept applications after the given deadlines.
- The application form must be completed in one go, it cannot be saved and completed later on.
- Students will receive a confirmation email after completing the on-line application.
- Students are contacted by email in two weeks after the deadline.

The acceptance letter as well as the prefilled enrolment form, student card application form and the study plan/learning agreement will be delivered electronically to the student's email address as well as to the email address of the coordinator at the student's home university. For students coming outside EU, the original acceptance letter will be posted to the home university's address as before.

- A Master Thesis is always a special arrangement as it is not part of the international curriculum. Placements are connected to already on-going research thus thesis placements cannot usually be created on the basis of the interests of an individual student. If there is not an appropriate on-going project/research then there is not a possibility to do a thesis. Finnish students and exchange students both apply and compete for these thesis placements. In practice, students need to contact the departments(s) they are interested in by themselves and try to find a supervisor well before the planned exchange period. The International Office cannot help a student to find a placement. If a student has found a supervisor and a topic s/he should contact the International Office by email as soon as possible. Please send e-mails to interoff@tut.fi Naturally you can look for Master Thesis placement during your exchange period, but then you cannot count on finding a one. In such a case you will need to apply to TUT with an application including regular courses.
- Even though a student makes a study plan when applying, it doesn't guarantee him/her a place in the course. An actual course registration needs to be done in students' intranet after the student has arrived and registered as an exchange student.