



## HALMSTAD UNIVERSITY

### Information for Partner Universities

Country	Sweden
University name	Halmstad University
Address and telephone	Box 823 • 301 18 Halmstad • Sweden • +46 35 16 71 00
Web site	<a href="http://www.hh.se/english.5_en.html">http://www.hh.se/english.5_en.html</a>
Exchange student email	<a href="mailto:incoming@hh.se">incoming@hh.se</a>
Web site for Exchange Student	<a href="http://www.hh.se/english/education/exchangestudent.2882.html">http://www.hh.se/english/education/exchangestudent.2882.html</a>
Courses in English	<a href="http://www.hh.se/english/education/exchangestudent/coursesforexchangestudents.3010.html">http://www.hh.se/english/education/exchangestudent/coursesforexchangestudents.3010.html</a>
Programmes in English	<a href="http://www.hh.se/english/education/exchangestudent/programmesforexchangestudents.3499.html">http://www.hh.se/english/education/exchangestudent/programmesforexchangestudents.3499.html</a>
Language of instruction	English, Swedish
Semester dates	
Autumn semester	Late August - Mid January
Spring semester	Mid January - Early June
Application deadlines	
Autumn semester (starting August)	April 15th
Spring semester (starting January)	October 15th
Application	All incoming exchange students to Halmstad University should apply <b>online</b> . The online application should be printed and signed by both the student and the international coordinator at the home university. Applications should be sent to <b><a href="mailto:incoming@hh.se">incoming@hh.se</a></b> . <a href="http://www.hh.se/english/education/exchangestudent/applicationandadmission.3011.html">www.hh.se/english/education/exchangestudent/applicationandadmission.3011.html</a>



<b>Number of Exchange Students</b>	On campus 300
<b>Levels of study</b>	Undergraduate and Postgraduate
<b>English proficiency / test</b>	The entrance requirements for each course/program are always clearly stated in the prospectus / course descriptions. Please read the requirements carefully.
<b>Orientation week</b>	1 week before lectures start. There is only an orientation week for the Autumn semester.
<b>Cost of living</b>	<a href="https://www.hh.se/english/education/internationalstudent/admittedinternationalstudents/beforearrival/costofliving.5330.html">https://www.hh.se/english/education/internationalstudent/admittedinternationalstudents/beforearrival/costofliving.5330.html</a>
<b>Nearest Airport</b>	Nearest international airport is Copenhagen, Denmark, and then train to Halmstad.
<b>Student support/Student Union</b>	<a href="http://www.karen.hh.se">www.karen.hh.se</a>
<b>Health insurance</b>	<a href="http://www.kammarkollegiet.se/">http://www.kammarkollegiet.se/</a>
<b>Visa / Residence permit</b>	<a href="http://www.migrationsverket.se/info/studera_en.html">http://www.migrationsverket.se/info/studera_en.html</a>
<b>Halmstad University information movie</b>	<a href="http://www.hh.se/english/education/studentinterviews.9220.html">http://www.hh.se/english/education/studentinterviews.9220.html</a>



## Application Procedures for Incoming Exchange students 2013/2014

Once the students have been selected by their home university to study at Halmstad University on an exchange programme they should fill in and send in an application to our International Office. All students must apply online and send in their applications electronically by e-mail. The students are expected to select courses at this stage. Courses available can be found on our web page. The students should choose at least four courses consisting of 7,5 higher education credits each for the studies to be regarded as full time studies. One semester of full time studies comprise of 30 credits. Please be aware that if you intend to take a language courses in Swedish or English you will need to apply for this before you arrive to Halmstad!

Once Halmstad University has received the printed and signed application by e-mail it will be registered and forwarded to the school in question where the application will be processed. Each school will send out the admission letter to those students who fulfil the entry requirements.

Once the student has been admitted to Halmstad University the Student Union will send out information regarding accommodation. It is very important that the students apply for accommodation since it is almost impossible for incoming students to find accommodation on their own. It is essential that the application deadlines are kept in order for the Student Union to find accommodation to all incoming exchange students!

### Online application

#### Personal Account

To apply online the student must first create a personal account in which he/she can make his/her application. It is possible to save the application and continue to work on it at a later stage. Please log in to your personal account, complete the online form and submit your application, fields marked with an (\*) are mandatory.

#### Finalise the application

After the application data has been submitted online, the application will be created as a PDF-Document which the student must print. If there is no access to a printer at this stage, the file can be saved and the application can be printed at a later stage. The printed application form must be signed by the coordinator at the home institution and then sent by e-mail to Halmstad University. Please note that Halmstad University cannot process the application without the required enclosures and signatures.

#### Postal address for application

The complete application containing all supported document should be sent as a **pdf-file** to **incoming@hh.se**. The file should be named with the student's name. It is NOT possible to send several applications in the same e-mail. No questions will be answered at this address. Please note that each application should be sent separately.

#### Enclose required documents

- Printed Online application

The following documents must be enclosed with your application:

- Course selection form
- Transcripts of Records obtained in previous years of study
- A separate document containing necessary information regarding your Home University's address and the contact information of your Erasmus coordinator.
- Copy of passport showing photograph, full name, and passport number

#### Deadlines for application

April 15<sup>th</sup> 2013 for Autumn semester (August arrival) 2013

October 15<sup>th</sup> 2013 for Spring semester (January arrival) 2014

If you have any problems filling out the form, please contact the International Office at [ia@hh.se](mailto:ia@hh.se).

**Please note the application form MUST be signed and stamped both by the student and the international coordinator at the home university otherwise it is regarded as incomplete. If Halmstad University is not notified in beforehand, late applications will not be processed. A confirmation regarding the English proficiency may be required from our exchange students.**