



HANDBOOK FOR INCOMING EXCHANGE STUDENTS

Academic Year 2011/2012

*Mikkeli University of Applied Sciences
Savonniemi Campus, Savonlinna*

Savonniemenkatu 6, 57100 Savonlinna, Finland



MIKKELIN AMMATTIKORKEAKOULU

Mikkeli University of Applied Sciences

Got to Get in.



WELCOME TO THE MIKKELI UNIVERSITY OF APPLIED SCIENCES, SAVONLINNA

We are pleased to learn that you have chosen to study on the Savonniemi Campus of the Mikkeli University of Applied Sciences in Savonlinna. This booklet is intended to be your first-aid guide and to help you to adjust and become familiar with both our university and the town of Savonlinna.

In this booklet, we have tried to provide you with useful and practical information, some of which you may already know. Please, do not regard this guide as a complete one – it is not! It is only meant to help you go in the right direction.

This guide is updated annually. However, since changes are possible, please, check.

We hope that your period of study in Savonlinna will be interesting and beneficial.

Welcome to Savonlinna!

Heikki Saastamoinen

Heikki Saastamoinen (Mr)
Rector
Mikkeli University of Applied Sciences

TABLE OF CONTENTS

1. FACTS ABOUT FINLAND	5
1.1. Government	5
1.2. Geographical Information	5
1.3. Economy and Industry	5
1.4. Historical Perspectives	5
1.5. Climate	6
1.6. Language	6
1.7. Religion	6
1.8. Currency	6
1.9. Time in Finland	6
1.10. Public Holidays	6
1.11. Internet Links	7
2. FACTS ABOUT SAVONLINNA	7
2.1. Inhabitants	7
2.2. Geographical Information	7
2.3. Historical Facts	8
2.4. Sights	8
3. MIKKELI UNIVERSITY OF APPLIED SCIENCES	9
3.1. General description of the university	9
3.2. Savonniemi Campus	9
4. STUDIES AT THE MIKKELI UNIVERSITY OF APPLIED SCIENCES	10
4.1. ECTS Process	11
4.2. Student Assessment and Local Grading Scale	11
4.3. Academic Calendar	12
4.4. Studies in Different Degree Programmes	13
4.4.1. Design	13
4.4.2. Health Care	13
4.4.3. Tourism and Business Management	14
4.5. Student Union	14
4.6. Study Facilities	14
4.6.1. Access to the Campus Facilities	14
4.6.2. Computers	14
4.6.3. Copying	15
4.6.4. Rooms for Self-study	15
4.6.5. Library	15
4.7. Services for International Students	16
4.7.1. Orientation	16
4.7.2. Tutor Students	16
4.7.3. Finnish Friend Programme	16
4.7.4. Student Pastor	16
5. PREPARATION FOR STUDY AS AN EXCHANGE STUDENT IN SAVONLINNA	17
5.1. Finnish State Regulations	17
5.1.1. Visa and Residence Permit	17
5.1.2. Registration of a Foreigner in Finland	17
5.1.3. Notification of Change of Residence	18
5.1.4. Work Permit	18
5.2. Travel arrangements to Savonlinna	18
5.2.1. By Plane	19
5.2.2. By Train	19
5.2.3. By Coach	19
5.3. Accommodation	19

6. HEALTH CARE	21
6.1. General Information about Health Services	21
6.2. Emergencies	22
6.3. Medicinal Products	22
6.4. Health Services for Students at the Mikkeli University of Applied Sciences	22
6.4.1. Special Health Requirements concerning Exchange Students at the Mikkeli University of Applied Sciences	23
7. LIVING IN FINLAND AND SAVONLINNA	24
7.1. Study and Living Expenses	24
7.2. Travelling in Finland	24
7.2.1. Train and Coach	24
7.2.2. Airline	25
7.2.3. Taxi	25
7.2.4. Driving in Finland	25
7.2.5. Bicycle	25
7.2.6. Travel Agencies	26
7.2.7. Travelling in Savonlinna	26
7.3. Everyday Issues	26
7.3.1. Banks	26
7.3.2. Shops	27
7.3.3. Telephone	28
7.3.4. Television	28
7.3.5. Post Office	28
7.3.6. Cinemas	29
7.3.7. International Meeting Point	29
7.3.8. Museums	29
7.3.9. Olavinlinna Castle	29
7.3.10. Theatre	29
7.3.11. Community College Linnala	30
7.3.12. Sports	30
7.3.13. Tanhuvaara Sports Centre	31
7.3.14. Bars and Restaurants	31
8. FINNS AND THE FINNISH WAY OF LIFE	32
8.1. Finnish Character	32
8.2. Finnish Customs and Manners	32
8.3. Nature	33
8.4. Famous Finns	33
9. A FEW WORDS IN FINNISH	34

1. FACTS ABOUT FINLAND

1.1. Geographical Information

Finland is situated in northern Europe and Finland's neighbouring countries are Sweden, Norway and Russia, which have land borders with Finland, and Estonia across the Gulf of Finland.

Forests cover three quarters of the country's surface area of 338,000 sq. km. Other outstanding features of Finland's scenery are some 190,000 lakes and approximately as many islands. The principal archipelago and the self-governing province of the Aland Islands lie off the south-west coast while the main Lake District, centred on Lake Saimaa, is in the east.

Finland's population is 5.3 million. Finland is the seventh largest country in Europe in area, with a population density of 17 persons per square kilometre. Most Finns, some two thirds, now live in urban areas while one third remain in a rural environment. The capital, Helsinki, and the neighbouring towns, Espoo and Vantaa, form the fast-growing Helsinki metropolitan region, which is now home to almost a million Finns. Other big cities are Tampere and Turku in southern Finland, and Oulu in the north.

1.2. Government

The head of Finland is the President of the Republic who is elected for a period of six years. The Government must have the confidence of Parliament. Parliament has 200 members who are elected every four years. In recent years, the three biggest parties in Parliament have been the Social Democratic Party, the Centre Party, and the moderate conservative National Coalition Party. The leader of the Government, the Prime Minister, normally comes from the party with the most seats in Parliament. Tarja Halonen is the current president of the Republic of Finland. She is also the first woman who was elected head of the Finnish state. Finland became independent in 1917 and a member of the European Union in 1995.

1.3. Economy and Industry

Finland's Gross National Product per capita has been among the highest in the world, and the country's development into a welfare state has made a comfortable standard of living possible for every Finn. Finland is an advanced industrial economy: the metal, engineering and electronics industries account for 50 % of export revenues, the forest products industry for 30 %. Finland is one of the leading countries in Internet use. Today, there are more mobile phones than fixed network subscriptions.

1.4. Historical Perspectives

Finland and the Finnish national consciousness have been moulded by the country's geographical status between the East and the West. From the 12th century, Finland was part of the kingdom of Sweden. In 1809, after Sweden lost the war against Russia, Finland was ceded to Russia and became an autonomous Grand Duchy within Imperial Russia, its Grand Duke being the Tsar himself. During the 19th century Finnish national consciousness grew stronger. In 1906, Finland succeeded in establishing a new constitution based on equal and universal suffrage, Finnish women being the first in Europe to be given the right to vote.

After the October Revolution in Russia in 1917, Finland declared itself independent. During World War II, Finland managed to retain its independence in the Winter War and Continuation War against Russia. After the war, Finland pursued a policy of neutrality and military non-alliance.

In 2000 Helsinki was denominated as the Capital of European Culture.

1.5. Climate

One notable effect of Finland's northerly position on the globe is that the four seasons of the year are clearly distinct from one another. The climate is marked by cold winters and warm summers. The average annual temperature in the capital, Helsinki, is 5.3 degrees Celsius. The highest daytime temperature in southern Finland during the summer occasionally rises to almost 30 degrees. During the winter months, particularly in January and February, the temperatures of minus 20 Celsius are not uncommon. In the far north, beyond the Arctic Circle, the sun does not set for about 75 days, producing the white nights of summer. In the same region, during the winter period, the sun remains below the horizon for 51 days, creating the polar night known in Finnish as *kaamos*.

1.6. Language

Finland has two official languages, Finnish and Swedish, the latter spoken as a mother tongue by about 6 % of the people. The official status of Swedish has historical roots in the period when Finland was a part of the Swedish realm, a period that lasted from the early 13th century until 1809. Another indigenous language is Sami, spoken within the small community of Sami people in Lapland (also known as Lapps). English has become the most popular foreign language and is widely spoken.

1.7. Religion

There has been complete freedom of worship in Finland since 1923. The Evangelical Lutheran Church is the country's biggest denomination while a fraction of Finns belong to the Finnish Orthodox Church. Both denominations are designated as state religions. Other religions are also represented but they constitute a very small minority.

1.8. Currency

The Finnish currency is the Euro (EUR). Bank notes are in denominations of EUR 5, 10, 20, 50, 100, 200 and 500. The coins are 5, 10, 20 and 50 cents and EUR 1 and 2. Unlike in most Euro countries, the coins of 1 and 2 cents are not used in Finland.

1.9. Time in Finland

The Finnish time is two hours ahead of Greenwich Mean Time. There is only one time zone covering the whole country.

Summertime/Daylight savings time (*kesäaika*) is used from the last Sunday of March to the last Sunday of October. In 2010, the clocks will be set back one hour at 4 a.m. on Sunday 30 October. In 2012, the clocks will be set ahead one hour at 3 a.m. on Sunday 25 March.

1.10. Public Holidays

The following public holidays are celebrated annually in Finland. Please, note that the dates of some holidays vary from year to year, and the following dates are for 2010-2011.

On these holidays, shops and banks are usually closed and on the eve of a public holiday, Saturday opening hours are usually followed.

5 November 2011	All Saints' Day (<i>pyhäinpäivä</i>)
6 December 2011	Independence Day (<i>itsenäisyyspäivä</i>)
25 December 2011	Christmas Day (<i>joulu</i>)
26 December 2011	Boxing Day (<i>tapaninpäivä</i>)
1 January 2012	New Year's Day (<i>uudenvuodenpäivä</i>)
6 January 2012	Epiphany (<i>loppiainen</i>)
6 April 2012	Good Friday (<i>pitkäperjantai</i>)
9 April 2012	Easter Monday (<i>pääsiäispäivä</i>)
1 May 2012	Labour Day (<i>vappu</i>)
17 May 2012	Ascension Day (<i>helatorstai</i>)
10 June 2012	Whit Sunday (<i>helluntai</i>)
23 June 2012	Midsummer Day (<i>juhannus</i>)

1.11. Internet Links

Below you will find a list of websites that may be useful to you.

General information on the Finnish way of life: www.virtual.finland.fi

www.visitfinland.com and www.finnguide.fi

Visa, residence permit: www.formin.fi

Weather: www.weather.fi and www.fmi.fi

Information on exchanges/studying: www.cimo.fi

Statistics on Finland: www.stat.fi

Finnish airline: www.finnair.fi

Student travel agency offering discount prices for students: www.sta.com and

www.kilroytravels.com

Official website for International Student Identity Cards (ISIC): www.isic.org

National newspaper: www.helsinginsanomat.fi

Helsinki: www.helsinkiexpert.fi

Mikkeli: www.visitmikkeli.fi and www.mikkeli.fi

Savonlinna: www.savonlinnatravel.com

Mikkeli University of Applied Sciences: www.mamk.fi

Mikkeli University of Applied Sciences student website: <http://student.mikkeli.mamk.fi>

2. FACTS ABOUT SAVONLINNA

2.1. Inhabitants

Savonlinna is a small town in eastern Finland with approximately 27,000 inhabitants. The population of the entire region is about 52,700. The service sector employs 63.6 % of the working population while manufacturing employs 27 % and primary production 9.4 %.

2.2. Geographical Information

The Savonlinna region is situated at the heart of Europe's most extensive Lake District. The town itself is built on a chain of islands. Around 40 % of the surface area of Savonlinna is covered with lakes and ponds.

2.3. Historical Facts

The Olavinlinna Castle, founded in 1475 for defensive purposes, and many other historical memorials serve as reminders of the colourful, though often brutal past. The founder of the Olavinlinna Castle was Erik Axelsson Tott, a Swedish viceroy and the commandant of the Vyborg Castle. The massive castle was built to defend the border of the Kingdom of Sweden, which at the time incorporated Finland, from attack from the East. The site chosen for the castle was a rocky islet in the strategically important strait of Kyrönsalmi. Gradually a trading settlement sprung up around the castle, and in 1639 Count Per Brahe, the Swedish governor-general of Finland, granted the settlement its town charter. The Olavinlinna Castle is a venue for the world-famous Savonlinna Opera Festival.



2.4. Sights

The Savonlinna region includes nine municipalities. The town of Savonlinna was a popular spa and tourist town already during the last century. In recent years Savonlinna is known for its Opera Festival. In Enonkoski there is the Kolovesi National Park. Kerimäki is famous for the world's largest wooden church. In Punkaharju there are the ridge area, Retretti Art Centre, and Lusto, the Finnish Forest Museum. Sulkava is known for the rowing competition called *Suursoudut*. The Linnansaari National Park is located by Lake Puruvesi, which offers many possibilities for fishing. Savonranta is an ideal place to enjoy peace and the beauty of the nature.

For further information, please, contact:
Savonlinna Travel Ltd (*Savonlinnan Matkailu Oy*)
Puistokatu 1
57100 Savonlinna, Finland
Tel.: +358 (0)15 517 510
Fax: +358 (0)15 517 5123
info@savonlinnatravel.com
www.savonlinnatravel.com
Websites on the Savonlinna region:
Town of Savonlinna: www.savonlinnatravel.com
Olavinlinna Castle: www.nba.fi
Savonlinna Opera Festival: www.operafestival.fi
Retretti Art Centre: www.retretti.fi
Finnish Forest Museum Lusto: www.lusto.fi

3. MIKKELI UNIVERSITY OF APPLIED SCIENCES

3.1. General description of the university

The Finnish higher education system is made up of two parallel sectors: universities and universities of applied sciences (former polytechnics). There are almost 30 universities of applied sciences, most of which are multidisciplinary and operate in several units. Education at the universities of applied sciences emphasises close contacts with business, industry and services, especially at the regional level. The degrees are designed to meet the changing requirements and development needs of the working life, having a strong occupational emphasis, and qualifying graduates for various expert duties. Additional information on the Finnish education system is available at the website of the Ministry of Education: <http://www.minedu.fi>.

The Mikkeli University of Applied Sciences is an important part of Finland's higher education system. There are undergraduate and postgraduate degree programmes in fields with good growth potential. The University is administrated by the Mikkeli University of Applied Sciences Ltd. The MUAS campuses are located in the towns of Savonlinna, Mikkeli and Pieksämäki. Furthermore, there are some support services common to the whole University: Student Services, Business Development Centre, IT Services, YTI Research Centre, Library and Information Services, International Services, and the Administration Centre.

The Mikkeli University of Applied Sciences has approx. 4,500 students in the following fields of study: Humanities and Education; Culture; Natural Sciences; Natural Resources and the Environment; Tourism, Catering and Domestic Services; Social Services, Health and Sports; Technology, Communication and Transport; and Social Sciences, Business and Administration. The number of Bachelor's degree programmes at MUAS is 20 (three in English) and that of Master's programmes 9. The number of staff members is approx. 430, of whom 200 are Senior Lecturers and Lecturers.

3.2. Savonniemi Campus

The Mikkeli University of Applied Sciences has a campus in the town of Savonlinna: the Savonniemi Campus provides education in Tourism, Design and Business and in Health Care. In the spring of 2011 the fields of study and degree programmes on the Savonniemi campus are as follows:

Field of study	Degree Programme	Option	Degree and Extent of Studies
Business and Administration	Business Management	Management	Bachelor of Business Administration, 3.5 years, 210 ECTS
Culture	Design	- Fashion Design and Production - Theatre Costumes - Theatre Technology	Bachelor of Culture and Arts (Crafts and Design), 4 years, 240 ECTS

Health Care

Nursing
Physiotherapy

- Nursing
- Physiotherapy

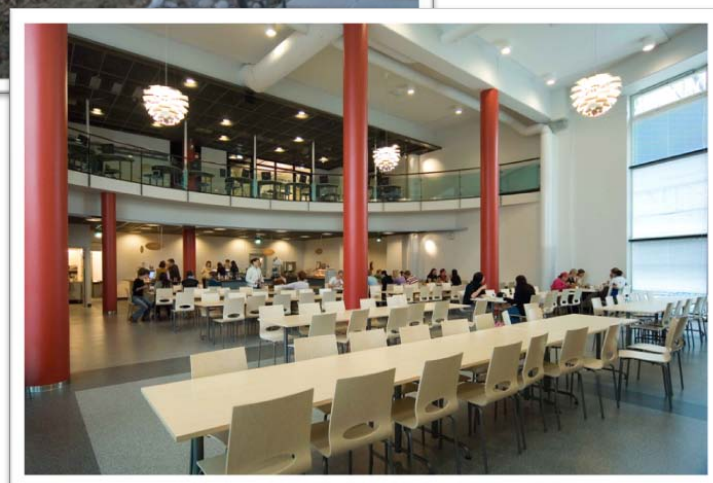
Bachelor of Health Care (Nurse), 3.5 years, 210 ECTS
Bachelor of Health Care (Physiotherapist), 3.5 years, 210 ECTS
Master of Health Care, 2-3 years, 90 ECTS
Bachelor of Hospitality Management, 3.5 years, 210 ECTS

Tourism

Tourism

Tourism

In 2011 and 2012 three new programmes will be launched on the Savonniemi campus: two Russia-oriented programmes in tourism (both on Bachelor and Master levels) and a Bachelor's programme in podiatry. In addition to the above-mentioned degree programmes, the Savonniemi campus offers further education, professional specialisation studies, post-graduate degree and open university studies.



4. STUDIES AT THE MIKKELI UNIVERSITY OF APPLIED SCIENCES

4.1. ECTS Process

All Finnish Universities have been using the European Credit Transfer and Accumulation System (ECTS) since 1 August 2006. A total of 60 ECTS will measure the (maximum) workload of a full-time student during one academic year, and one ECTS credit is equivalent to 24 – 28 hours of student work. Work input for credits can include lectures, exercises, seminars, independent study and research, and other assignments.

A Learning Agreement describes what a student intends to study at the host university and is drawn up by the individual student and the institutions involved before the student goes abroad. If needed, it can be altered later on. Learning Agreements are used mainly in the Erasmus and FIRST exchange programmes.

Students are able to transfer the academic credits earned at the host university to their home universities. This will be based on the Learning Agreement. When students have successfully completed the planned study programmes and return to their home institutions, the transfer will take place.

4.2. Student Assessment and Local Grading Scale

Student assessment is directive and supports the student's learning and professional growth and also strengthens his/her positive identity and motivation. Besides, assessment provides the student, the working life and the society with information on the competence level of the student. Student assessment is qualitative and based on the goals stated in the curriculum and on the criteria deduced from them. The students are not compared to each other and grades are not derived directly from the average of different courses included in a module.

Grading methods enhancing learning and motivation are appreciated, as well as the student's ability to master larger entities. Assessment methods combining both items of modules as well as theory and practice, such as team assessment, are favoured. Professional competence is most relevantly assessed in clinical work. The aim is that the working life will have a better chance to participate in the assessment.

All the modules included in the curriculum are graded and recorded in the study register. A passed study module is graded on the scale 1 - 5 or with H "accepted".

The objective of the evaluation is to give and receive feedback from study performance and the effectiveness of teaching as well as to produce exact information that will help to further develop teaching materials, practices and methods.

Evaluation consists of student evaluation, module evaluation and the self-evaluation of both the institute and the student.

The Finnish grades:	The corresponding ECTS-grades:
5 excellent	A
4 very good	B
3 good	C
2 highly satisfactory	D
1 satisfactory	E
0 failed	
H accepted without numerical grade	

In the Finnish grading scale the performance of the student is evaluated using the scale 1 - 5. This applies to any module, course or similar that the student takes part in. The evaluation is carried out by the lecturers responsible for the subject. Factors that affect the grading are presence at the lectures and both written and oral assignments according to the instructions given at the beginning of each module.

To obtain the grade "satisfactory" and "highly satisfactory" (1 - 2, ECTS: D - E) the following circumstances prevail: The student is motivated to study, has obtained the knowledge to be able to explain the central ideas of the subject in question but does not have a solid overview of the subject. The handling of the subject is not firm and the attitude towards working with the assignment is partly superficial.

- To obtain the grade "good" and "very good" (3 - 4, ECTS: B - C) the following circumstances prevail in addition to those mentioned above: The student possesses a solid overview of the subject in question and has understood the core idea of it and is capable of handling the subject in an independent way.

- To obtain the grade "excellent" (5, ECTS: A) the student has the ability to independently apply the knowledge and link it to a new situation, is able to quickly and shortly absorb the issues at hand and be able to self evaluate her learning process as well as conduct.

4.3. Academic Calendar

The academic year at the Mikkeli University of Applied Sciences is divided into two terms: the autumn term and the spring term.

For the new degree students the autumn term starts on 22 August 2011 and for the old degree students on 29 August 2011. The autumn term finishes on 22 December 2011. The autumn term includes one week's autumn holiday (24 - 28 October 2011) and two weeks' Christmas holiday (23 December 2011 - 8 January 2012). Unless told otherwise, the exchange students who are planning to come to Savonlinna for the autumn term are advised to arrive at Savonlinna on 5 - 7 September 2011.

The spring term starts on 9 January 2012. The exchange students planning to come in January are advised to arrive at Savonlinna on around 9 - 11 January to take care of all practical matters before the start of the studies (**please, before booking any tickets, ask the international coordinator for more detailed instructions on the recommended date of arrival!**). The spring term officially finishes on 1 July 2012 though the theoretical lessons finish by 4 May already. The spring term includes one week's spring holiday (27 February - 2 March 2012).

For tourism and business management exchange students there is also another possible time of arrival, on 5 - 7 March, since most of the courses in English in these degree programmes will only begin at the beginning of period 2, i.e. on 12 March.

In addition, the following public holidays are free of lectures: 6 December (Independence Day), 6 April (Good Friday), 9 April (Easter Monday) and 1 May (Labour Day).

At the beginning of their exchange period exchange students have to register into the University by filling in a registration form, which they will get from the international coordinator. At the end of their stay in Savonlinna exchange students get a Transcript of Records of the courses and placements they have completed, and a Letter of Confirmation showing the period of time they stayed as exchange students in Savonlinna.

4.4. Studies in Different Degree Programmes

A list of the curricula of the degree programmes run on the Savonniemi Campus and the course descriptions are available at <http://student.mikkeliyamk.fi> → in English → Study Guide 2010-2011.

For general enquiries concerning student exchange and for applying to study at the Mikkeli University of Applied Sciences in Savonlinna, please, contact the international coordinator:

Lea Reponen
Mikkeli University of Applied Sciences, Savonlinna
Savonniemenkatu 6
57100 Savonlinna, Finland
Tel.: +358 (0)153 556 948
Fax: +358 (0)153 556 999
E-mail: lea.reponen@mamk.fi

4.4.1. Design

Design studies in English are integrated with the Finnish curriculum. Please, contact the Departmental Coordinator to ask about the study modules available to you during your exchange period and to agree on your study plan and/or practical placement.

Departmental Coordinator: Seija Silvennoinen
Tel.: +358 (0)153 556 963
Fax: +358 (0)153 556 999
E-mail: seija.silvennoinen@mamk.fi

4.4.2. Health Care

In the Degree Programme in Nursing an international Community Health Nursing and International Competence module will be organised on 12 September - 21 October 2011 and on 16 January - 24 February 2012. The nursing exchange students will find a short presentation of the module in the information package to be sent to them with the letter of acceptance.

To plan your studies and/or practical training in Savonlinna, please, contact the respective Departmental Coordinator:

Nursing: Sirkka Erämaa
Tel.: +358 (0)153 556 904 or +358 (0)40 842 0577
Fax: +358 (0)153 556 999
E-mail: sirkka.eramaa@mamk.fi

Physiotherapy: Pia Kraft-Oksala
Tel.: +358 (0)153 556 918
Fax: +358 (0)153 556 999
E-mail: pia.kraft-oksala@mamk.fi

4.4.3. Tourism and Business Management

The degree programmes in Tourism and Business Management have courses arranged in English for incoming exchange students mainly during the spring term. A list of the courses to be arranged in the spring of 2012 and the course descriptions will be provided in the information package. For enquiries concerning the studies, you can contact the following Departmental Coordinators:

Business Management:	Kirsti Kurki Tel.: +358 (0)153 556 954 Fax: +358 (0)153 556 999 E-mail: kirsti.kurki@mamk.fi
Tourism:	Marja-Leena Fyhr Tel.: +358 (0)153 556 956 Fax: +358 (0)153 556 999 E-mail: marja-leena.fyhr@mamk.fi

4.5. Student Union

The Savonniemi Campus of the Mikkeli University of Applied Sciences has an active student union that is called SOHVA (in English 'couch'). SOHVA attends to students' interests and arranges various events for them. SOHVA also takes care of the students' copying machine and sells copying cards to students. The copying machine is located on the first floor where you can also find the students' lounge Coffice and the office of SOHVA.

The lounge is equipped, for instance, with a microwave oven, coffee maker, electric water kettle and fridge, which are at the students' disposal.

In the office of SOHVA the students can buy copying cards (at 10 - 13 on Wednesdays), copying paper, badges for student overalls and tickets to the events organised by SOHVA.

All students of the Savonniemi Campus are welcome to join SOHVA!

For further information, feel free to contact:
SOHVA service telephone: +358 (0)400 211 543, e-mail: sohva@mamk.fi or see the web-pages of the union at <http://www.sohva-ry.com>.

4.6. Study Facilities

4.6.1. Access to the Campus Facilities

The outer doors on the Savonniemi Campus are mainly open as follows:
Monday - Thursday 7:00 - 19:00, Friday 7:00 - 16:00.

4.6.2. Computers

In the self-study facilities on the Savonniemi Campus students can use computers between 7:00 and 20:00 on weekdays. The PCs in the computer classrooms (312, 317, 333) are at the students' disposal from 7:00 to 20:00 on weekdays unless there are lessons in the rooms. (Please, note the hours when the outer doors close.) Please, note that if the students want to print out something, they need to bring their own printing paper.

In matters related to information technology students can turn to:
Sirpa Kempainen (office 316)
Tel.: +358 (0)153 556 944 or +358 (0)40 739 6538
E-mail: sirpa.kempainen@mamk.fi

Janne Nykänen (office 316)
Tel.: +358 (0)153 556 945 or +358 (0)40 842 0587
E-mail: janne.nykanen@mamk.fi

4.6.3. Copying

For information on copying on the Savonniemi Campus, see 4.5.

4.6.4. Rooms for Self-study

On the Savonniemi Campus of the Mikkeli University of Applied Sciences there are two rooms (064, 438) equipped with computers that are meant for self-study purposes.

4.6.5. Library

The library of the Mikkeli University of Applied Sciences in Savonlinna has plenty of volumes in the fields of health care, tourism and business, and art and design, magazines and central reference databases. The library has been situated a couple of minutes' walk from the Savonniemi Campus but will move to a separate building on the campus during the summer of 2011. The library is mainly open as follows: Monday – Thursday 8:00 – 17:00, Friday 10:00 – 15:00. Students can get a library card (free of charge) by filling in a library registration form.

In the campus library students can, for instance, read and borrow books, magazines and newspapers, search for information from various databases, read for exams, use the Internet, do study assignments, read and send e-mails, and get advice on data search. Ask the library staff about the services available.

NOTE! The campus library offers a bicycle rental services for the students and staff of the Mikkeli University of Applied Sciences. For more information, see 7.2.5.

Municipal Libraries

Every Finnish municipality has one or several public lending libraries (*kirjasto*) from which all the inhabitants of the municipality (including citizens of foreign countries) can borrow material (books, periodicals, audiovisual material, CD-ROMs, videos, etc.), in most cases free of charge. Only if an item is not returned by the deadline, a fine will be charged.

When you visit a library for the first time, please, take an ID card/passport with you. The library will issue a library card for lending the materials. The lending period is generally one month.

Main Library (*Pääkirjasto*)
Tottinkatu 6 a, 57130 Savonlinna, Finland
Tel.: +358 (0)44 417 4429
Open: Monday – Thursday 11:00 – 19:00, Friday 10:00 – 17:00, Saturday 10:00 – 14:00

Music Library (*Musiikkikirjasto*)
Kirkkokatu 12. 57100 Savonlinna, Finland
Tel.: +358 (0)44 417 4431
Open: Monday – Thursday 13:00 – 19:00, Friday 10:00 – 16:00

4.7. Services for International Students

4.7.1. Orientation

The Mikkeli University of Applied Sciences arranges an orientation programme for its international exchange students. During this programme exchange students get information, for instance, about their study possibilities and campus facilities, meet university staff members, visit the Olavinlinna Castle, etc.

4.7.2. Tutor Students

One of the most important services for international students is a tutor student system. All exchange students get their own tutor student who helps them with practical matters (getting oriented with the town and campus, shopping, rental agreement, etc.). The tutor student will contact the exchange student already before his/her arrival at Savonlinna and will meet the exchange student at the airport/bus station/train station.

4.7.3. Finnish Friend Programme

Exchange students of the Savonniemi campus have a possibility to familiarise themselves with the Finnish way of life through the so-called Finnish Friend Programme. If you are interested in making friends with a local family, the university will bring you into contact with a family, with which you can spend some free time.

4.7.4. Student Pastor

The student pastor provides students and staff a means of contact with the activities of the Lutheran Church. She offers church expertise, and answers emotional and religious questions in conversation.

Contact information:
Sirkka Pylkkänen, Student Pastor
Tel.: +358 (0)44 776 8032
E-mail: sirkka.pylkkanen@evl.fi

Further information regarding church events and activities: www.evl.fi/srk/savonlinna-saaminki

The Finnish Lutheran Church webpage: www.evl.fi
Other Christian churches and organisations in the Savonlinna area:
Savonlinna Pentecostal Church: www.helluntaikirkko.org
Savonlinna Free Evangelical Church: www.savonlinna.svk.fi
St. Olaf's Roman Catholic Church: olavi.catholic.fi
Eastern Orthodox Church, Varkaus Orthodox Parish: www.ort.fi/en/index.php
Student Mission: www.opko.fi

5. PREPARATION FOR STUDY AS AN EXCHANGE STUDENT IN SAVONLINNA

Please, check that you have the following documents with you before leaving your home country:

- passport
- International Health Insurance papers (e.g. European Health Insurance Card)
- travel insurance policy
- certificate of funding (e.g. Erasmus/Nordplus grant)
- certificates of vaccination (concerns especially health care students, see 6.4.1.)

5.1. Finnish State Regulations

In general, a foreign citizen must carry a valid passport in order to enter Finland. Since the Schengen Agreement (March 2001) has been applied in Finland, the checks at the common borders (including flights from Schengen countries) have been abolished. The following countries are parties of the Schengen Treaty: Austria, Belgium, Denmark, Finland, France, Germany, Greece, Iceland, Italy, Luxembourg, the Netherlands, Norway, Portugal, Spain and Sweden.

Nevertheless, the citizens of Schengen countries must have a passport or an internationally recognised official identity card while in Finland. We sincerely recommend those coming from Schengen countries to bring a passport with you. It is absolutely necessary in case you desire to travel outside the EU from Finland, for instance, on study tours to Russia, which are arranged every term.

5.1.1. Visa and Residence Permit

Once you have received the Letter of Acceptance from us, please, contact the Embassy of Finland in your home country in order to find out if a visa or residence permit is required.

EU citizens and citizens of Liechtenstein and Switzerland do not need a residence permit but they must register their right to reside in Finland if their stay lasts longer than three months (six months in case of students of the Nordic countries).

Non-EU/EEA citizens intending to enter Finland must secure a study visa /residence permit at the nearest Finnish embassy or consulate with the admission documents provided by the University. Non-EU/EEA citizens must also demonstrate that their own funds or scholarship will cover their living expenses in Finland. For further information, please, see, the website of the Finnish Immigration Service at www.migri.fi; they have the most updated information on the requirements concerning the visas and residence permits.

Other sources of information:

Police: www.poliisi.fi and Embassy of Finland: www.formin.fi.

5.1.2. Registration of a Foreigner in Finland

A foreign citizen intending to stay in Finland for at least a year must register in a local Register Office (*maistraatti*). A Finnish municipality of residence is registered for a foreigner who has moved to Finland if he/she intends to stay here permanently or if

he/she has a residence permit for at least one year. Citizens of the Nordic countries must register their residence at a Register Office when entering Finland for purposes other than short-term residence.

The information that is registered is used for various purposes, such as for elections, taxation, health care, judicial administration and statistical purposes. In order to register:

- report to the local Register Office (*Maistraatti*). In Savonlinna it is located at Olavinkatu 24;
- bring your passport and a valid residence permit. Other documents needed when registering include a possible certificate of marriage and birth certificates of any children with you;
- fill in and sign the form entitled "Registration information on a Foreigner", which you will get at the Register Office;
- make an official Notice of Moving every time you move, also if you move out of Finland.

On the basis of registration, each foreigner is assigned the same kind of personal identity number as a Finnish citizen has. The personal identity number is used for identification purposes, needed in such places as banks, hospitals and the registration offices of different authorities. You can obtain your personal identity number from the local Registration Office in about one week after you register.

For more information, please, see:

Social Insurance Institute of Finland: <http://www.kela.fi>

Population Register Centre: <http://www.vaestorekisterikeskus.fi>

Ministry of Labour: <http://www.mol.fi>

5.1.3. Notification of Change of Residence

Every person moving to/in Finland (and staying more than three months) must submit an official notification of change of residence (*muuttoilmoitus*) to the local Register Office. A new notification must always be submitted when changing accommodation. Forms can be obtained from the post offices or the local Register Office.

5.1.4. Work Permit

According to international agreements, international students are allowed to work in Finland without a work permit for about 25 hours per week during academic semesters and full-time during holidays.

Up-to-date information about work permits and applications is available on the following home pages:

Finnish Immigration Service: www.migri.fi

Ministry of Labour: <http://www.mol.fi>

For further information, you can also contact the local employment office:

Savonlinna Employment Office (*Työvoimatoimisto*)

Olavinkatu 24

57130 Savonlinna, Finland

Tel.: +358 (0)10 19 4344

5.2. Travel arrangements to Savonlinna

The distance from Helsinki to Savonlinna by road is 335 km. From the Helsinki-Vantaa airport you can either fly direct to the Savonlinna airport or take a train or coach from the centre of Helsinki. The airport buses shuttle between the Helsinki-Vantaa airport and the

Helsinki main railway station. There are also some buses that leave for Savonlinna directly from the airport.

5.2.1. By Plane

The flying time from the Helsinki-Vantaa airport to the Savonlinna airport is about 45 minutes. It is possible to book the flight from Helsinki to Savonlinna directly from your home country. The discount for persons not older than 25 years is 50 % off the normal prices.

For flight connections from Helsinki to Savonlinna, please, see the websites:

www.finavia.fi

ww.fc.fi

www.finnair.fi

Savonlinna Airport (*Savonlinnan lentoasema*)

Lentoasemantie 50

57310 Savonlinna, Finland

Tel.: +358 (0)15 411 8179

Please, note that the citizens of non-EU-countries have to pick up their luggage at the Helsinki-Vantaa airport and take them through the customs because there is no customs in Savonlinna.

5.2.2. By Train

An express train journey from Helsinki to Savonlinna takes about 5 hours (change trains at Parikkala). Please, note that there are two train stations in Savonlinna: the Kauppatori station and the Savonlinna main station. If someone is coming to pick you up from the station, please, inform at which train station you will get off.

For timetables and fares, please, see the website of the Finnish railways:

www.vr.fi

5.2.3. By Coach

There are several coach connections from Helsinki to Savonlinna every day. Depending on the route, the coach travel takes from five to eight hours.

For coach timetables; please, see the Matkahuolto Travel Services:

www.matkahuolto.fi

5.3. Accommodation

Student housing is generally organised by established student housing organisations. In Savonlinna, the name of the foundation is Savonlinnan Opiskelija-asunnot Oy, SAO.

The student housing situation in Savonlinna is good. The international coordinator will book a room for you through SAO before your arrival. Before signing the lease for the student apartment you are required to pay a deposit of 55 EUR in SAO office in cash or in the bank. SAO will return the deposit when you move out and return the key provided that you have paid all rent dues and kept your flat clean and in good condition. You will be given the keys to the student apartment by your tutor student upon your arrival.

You will be living in an ordinary student house with Finnish and foreign students. In most student halls of residence, each student has a room of his/her own but shares the kitchen and bathroom with 1 – 2 other students. The halls of residence usually have well-equipped common rooms (sauna, laundry room, club premises, etc.). However, there are no catering services at the student houses. Most student houses are centrally located (10-15 min. by foot from the university campus).

The rents for a single room vary (300 - 330 EUR) depending on the location of the dormitory and on the size of the room. You can also share the same room with another student (about 210 – 235 EUR per student). The rent is paid once a month in advance. You can pay the rent with forms you get from SAO for each month or through the Internet if you have your own Finnish account. It is important to use the correct reference number of the month! The due date for the rent is always the 5th of each month. You can also pay the rent to SAO office in cash (but then you should have the exact sum of money with you). The rent includes water, heating, electricity, furniture, bed clothes, basic kitchenware and the use of sauna and washing machine.

Some suggestions in order to have a good time in your flat:

Post

Please, help the postman and write your full name on your post box!

Facilities in the building

There are saunas and laundry facilities in every building. Keep them clean and the doors locked. These facilities are only for those who live in the building.

Smoking

Smoking is only allowed outside and on the balconies. Please, use an ashtray.

Recycling

In Savonlinna it is obligatory to separate bio waste from other garbage. There are separate bins for bio waste (such as banana and onion skins and food remains); paper (such as newspapers and stationary paper); cartons of milk and juice and for other garbage. Bio waste bins are the smaller brown ones, the paper ones are big and grey with the text *KERÄYSPAPERI* on them. Cartons you put in the yellow bins and the other big containers are for all other garbage.

If you want to recycle glass (*KIRKAS LASI* for regular glass and *VÄRILLINEN LASI* for coloured glass), metal tins (*PIENMETALLI*), batteries (*PARISTOT*) or clothes (*VAATTEET*), there are containers for those in the Citymarket car park.

Disturbances

Take into account that students also need to study in their flats. Do not play music too loud and always consult your flatmate before inviting people over. Note that according to the housing regulations, making noise must especially be avoided between 10 p.m. and 6 a.m. If your neighbours disturb you, inform the SAO office about it. You can also call the police (112) if the noise just does not stop or if you see vandalism in or close to your building.

You can contact the maintenance staff through the Casino hotel reception (24h/day), by phone (+358 15 73 950) or by e-mail (casino.myynti@svlkylypylaitos.fi). If you lock yourself out, the fee for opening the door is 25 €.

Savonlinnan Opiskelija-asunnot Oy, SAO
Puistokatu 3, 57100 Savonlinna, Finland
Tel.: +358 (0)15 550 110, Fax: +358 (0)15 575 6138
sao@yhis.fi, www.sao.fi

Rents (everything concerning your rent)
Tel.: +358 (0)15 575 6111
sami.ruotsalainen@yhis.fi

Apartment service (everything else)
Tel.: +358 (0)15 550 110
sao@yhis.fi

Should you want to stay in Helsinki before arriving at Savonlinna, look for information on accommodation on: www.helsinkiexpert.fi.



6. HEALTH CARE

6.1. General Information about Health Services

The Mikkeli University of Applied Sciences requires that all incoming international students have a valid personal (travel) insurance policy from an internationally recognised insurance company for the duration of their stay in Savonlinna. This insurance should cover all costs related to treatment of sudden illness, accidents and accidental death. Students must present proof of valid insurance when registering.

All EU students are advised to obtain a European Health Insurance Card from their home country and always carry it with them. With this card the students are entitled to treatment at the same price as Finns in case of sudden illness or accident. Please, obtain the requested card already in your home country! If you do not have it, please, ask your own health insurance office to send it to you.

Note that Finland has many bilateral treaties with countries concerning social security. For further information, please, check www.stm.fi.

Services of private doctors are rather expensive. It is possible to get compensation for part of the medical fee through KELA (the Social Insurance Institution of Finland) and/or your own travel insurance.

6.2. Emergencies

Students may also use the general health services, especially for serious illness and emergencies.

Savonlinna Health Centre (*Savonlinnan pääterveysasema*)
Pihlajavedentie 8
57170 Savonlinna, Finland
Tel.: +358 (0)15 527 7106
Appointments: Monday -Friday 8:00 – 15:30

Besides the above-mentioned times, there is emergency duty at the Savonlinna Central Hospital (*Savonlinnan keskussairaala*)
Keskussairaalandie 6
57120 Savonlinna, Finland
Tel.: +358 (0)15 527 7777
Tel. at nights (22:00 - 8:00): +358 (0)15 527 7100

GENERAL EMERGENCY NUMBER: 112

6.3. Medicinal Products

Please, note that if you intend to bring medicinal products with you, there are certain regulations concerning their import. Please, check www.tulli.fi.

If you travel by plane, it is advisable to check the security guidelines for air passengers: www.finavia.fi.

Pharmacies:

Ensi Apteekki
Kauppatori 1
57130 Savonlinna, Finland
Tel.: +358 (0)15 531 420

Uusi Apteekki
Tulliportinkatu 10 (in the Citymarket shopping centre)
57100 Savonlinna, Finland
Tel.: +358 (0)15 532 220

Yliopiston Apteekki
Olavinkatu 56
57100 Savonlinna, Finland
Tel.: +358 (0)300 20 200

6.4. Health Services for Students at the Mikkeli University of Applied Sciences

A public health nurse and a doctor are available on the Savonniemi Campus as follows:

- Public health nurse Kirsi Ruottinen (office 033):
Monday – Friday 8:00 – 10:00 and 11:30 – 12:00 without appointment, at other times by appointment,
tel.: +358 (0)44 417 2376, e-mail: kirsi.ruottinen@isshp.fi.

- Doctor Helena Salo (office 035):
Thursday 8:00 – 11:00 (appointments through the public health nurse).

6.4.1. Special Health Requirements concerning Exchange Students at the Mikkeli University of Applied Sciences

For immunisations and vaccinations, please, contact the public health nurse at your home institution. Generally speaking, the exchange students are recommended to have at least the following immunisations:

- tetanus, not older than 10 years
- diphtheria, not older than 10 years

If you want to travel to St. Petersburg, for instance, on a study trip arranged by the Savonniemi Campus (these trips are usually organised once every term), please, make sure that you have your Diphtheria immunisation effective (not older than 10 years). We also recommend you to have Hepatitis A immunisation effective. The public health nurse shall be contacted for more detailed information before departure and after the journey if you have gastric troubles, fever or diarrhoea.

The health care exchange students who will do clinical training in Savonlinna will meet the public health nurse upon their arrival at Savonlinna. The health care students practising in hospitals, health centres, etc., must have a certificate of:

- salmonella specimen of stools (not of blood!)
- MRSA (Methicillin-resistant Staphylococcus-aureus) specimen

Please, note that the regulations concerning MRSA are very strict in Finland. MRSA specimens are taken from nose mucosa. The specimens shall be taken so that the student has not been working in a hospital or another medical care institution between taking the specimens and arriving in Finland. According to the rules, **the MRSA samples MUST absolutely have been taken at the home institution before the exchange. If the sample is positive, one negative sample after it is enough but also the negative sample must have been taken in the home country.** Please, note that if the student has had a positive specimen at some point (now or earlier in the past), he/she will not be allowed to do practical training in the following places: intensive care unit, maternity ward, pediatric/children's ward, surgical ward. Neither will he/she be allowed to treat the newborn (child health clinics, wards for premature babies) or treat wounds.

The health care students shall also have the following immunisations effective proved by a certificate:

- tetanus, not older than 10 years
- diphtheria, not older than 10 years
- MMR (mums, measles and rubella)

Recall doses should be taken every ten years. The students coming to Savonlinna must take care that their immunisations/vaccinations are effective during the whole of their stay here.

We hope that your certificates are written in English.



Please, make sure that you see to the health care requirements and take care of all the necessary immunisation certificates already at home before coming to Savonlinna. If the documents are inadequate, you will run the risk of not being able to start your clinical practice according to the planned timetable!!!

7. LIVING IN FINLAND AND SAVONLINNA

7.1. Study and Living Expenses

Students are not required to pay tuition fees when coming to Savonlinna through exchange programmes/agreements but they have to pay for the optional study tours, study materials (handouts, books, printed materials, practical work manuals, copies, etc.), travel to clinical placements plus their accommodation and living expenses.

Average monthly costs for students are estimated to be:

Accommodation	300 – 330 €
Lunch (canteen)	60 €
Self-cooked food	120 €
Books and material	50 €
Incidental expenses	0 - 100 € (depending on your lifestyle)
Total	530 – 660 €

Please, note that this estimate does not include clothing, travel, commuting or social activities.

The major credit cards (e.g. Visa, Eurocard, American Express, MasterCard) are accepted in Finland. You can also bring money as traveller's cheques. Contact your local bank to find out if you can open a bank account in Savonlinna through them before departure. Also bring some cash, which you need during your first days for travel, housing and living. Living expenses are relatively high in Finland, though comparable to the EU average.

Students who are enrolled in an institution of higher education are entitled to several student benefits by presenting their registration certificate. Please, note that international student cards do not usually entitle you to student benefits in Finland.



7.2. Travelling in Finland

7.2.1. Train and Coach

Finland has a good network of railways. All big cities and many smaller ones can be reached by train. In Savonlinna there are two railway stations:

- Savonlinna Main Railway station (*Rautatieasema*)
- Savonlinna Kauppatori. Most of the trains also stop here.

There is no ticket office at the train station but you can buy a ticket, for instance, on train. Information on other ways of purchasing train tickets can be found at www.vr.fi (web pages of the State Railways).

Coaches run frequently to most corners of Finland. In Savonlinna, coaches leave from the Savonlinna Bus Station (*linja-autoasema*). In all questions concerning travelling by bus you can turn to the Matkahuolto office: tel.: +358 (0)200 4000 (nation-wide service number for timetables (1.50 EUR/min + local call) or www.matkahuolto.fi.

Student discount

A common VR and Matkahuolto student card is supplied to students for discount travels on both trains and buses. The student discount on tickets is 50 % on trips longer than 80 km in one direction.

In order to get the VR and Matkahuolto student card and student discount, do as follows: Give the international coordinator the following information: your date of birth, the date when you started your studies at your home institution and the estimated date of your graduation there. Having these details, the international coordinator will fill in a Matkahuolto/VR certificate and send/give it to you. You should take this certificate to a bus or train station with a passport-sized photograph and an ID. You will have to pay 8 EUR to get the student card but is it worth purchasing since the discount is big if you travel long distances! More information about the student discount for foreign students, please, see www.vr.fi or www.matkahuolto.fi.

7.2.2. Airline

Information on the Savonlinna airport is available at www.finavia.fi.

7.2.3 Taxi

Taxis are quite expensive in Finland. If you need one, it is a good idea to share the taxi with your friends whenever possible.

Taxi Savonlinna; tel.: +358 (0)15 106 0100 (1.07 EUR/call + local call)

7.2.4. Driving in Finland

By renting a car and making independent trips outside Savonlinna, you can gain a broader perspective of Finland. In order to rent a car, you naturally need a driving licence and preferably at least one year of driving experience. The rental companies require the driver to be at least 20 years of age for passenger cars and 24 years old for jeeps and minibuses.

Hertz Savonlinna
Tel.: +358 (0)20 555 2750
Fax: +358 (0)20 555 2751
hertz.savonlinna@hertz.fi

Europcar
www.europcar.fi

Please, familiarise yourself with the booklet "Driving in Finland", which is available on the Internet at www.mintc.fi (transport issues, traffic rules).

Please, keep in mind that driving under the influence of alcohol or drugs is strictly forbidden. Infringement of this rule nearly always means a penalty in the form of a fine or imprisonment.

7.2.5. Bicycle

The easiest way to get around in Savonlinna is either to walk or to cycle. The campus library offers a bicycle rental service for both the students and staff of the campus. Campus bicycles (Kampus-Jopos) can be borrowed by people who have a valid campus library card and an identity card. When borrowing a bike in the library for the first time you are supposed to show your library card and prove your identity.

The loan periods and the charges are as follows:

2 days	free of charge
28 days	free of charge
120 days	10 €

For more information on borrowing a campus bicycle, see student.mikkeliyamk.fi → MUAS info.

You can also rent a bike (i.e. 10 EUR per day, 35 EUR per week and 70 EUR per month) or buy a second-hand bike in two shops (below) or from fellow students, and resell it when you leave.

Intersport
Olavinkatu 52
57100 Savonlinna, Finland
Tel.: +358 (0)15 517 680

Polkupyöräkorjaamo Koponen Ky
Olavinkatu 19-21
57130 Savonlinna, Finland
Tel.: +358 (0)15 533 977

7.2.6. Travel Agencies

Matkatoimisto Matkapojat
Kirkkokatu 5
57100 Savonlinna, Finland
Tel.: +358 (0)10 2323 940
savonlinna@matkapojat.fi
www.matkapojat.fi

Matkatoimisto Oy Matka-Vekka
Kauppatori 2
57130 Savonlinna, Finland
Tel.: +358 (0) 20 120 4340
savonlinna@matka-vekka.fi
www.matkavekka.fi

Kilroy Travels (discount for students / young people), Office in Helsinki
Tel.: +358 (0)203 545 769
www.kilroytravels.fi



7.2.7. Travelling in Savonlinna

Timetables and lines (in Finnish) are found at www.savonlinna.fi/teknisetpalvelut/paikallisliikenne

A bus ticket costs 2.90 EUR (minimum).

7.3. Everyday Issues

7.3.1. Banks

Exchange students who come to Savonlinna for at least three months are advised to open a Finnish bank account as soon as they arrive. Be prepared to show proof of your identity (e.g. passport) when opening the account. There is no fee for opening an account but

other services are usually liable to a charge. Please, ask the bank for a price of a service package and list of other charges (e.g. international money transfers).

You will be given an ATM card which will work in most cash dispensers/ATMs (*Otto*) throughout Finland. All banks also have special banking terminals (*maksuautomaatti*) for paying bills. Using them is much cheaper than paying bills at a bank desk. Using the web banks is usually the cheapest method.

Credit cards are also widely accepted in Finland. Cheques are no longer used as a mode of payment.

Banks in Savonlinna:

Nordea Savonlinna
Olavinkatu 45
57100 Savonlinna, Finland
Tel.: +358 (0)200 3000

SampoPankki
Kauppatori 6
57130 Savonlinna, Finland
Tel.: +358 (0)10 546 0810

Savonlinnan Osuuspankki
Olavinkatu 49
57100 Savonlinna, Finland
Tel.: +358 (0)10 257 5701

7.3.2. Shops

Shops are usually open at 9:00 – 17:00 from Monday to Friday and at 9:00 – 14:00 on Saturdays. Big supermarkets and department stores keep their doors open at 9:00 – 20:00 from Monday to Friday and at 9:00- 18:00 on Saturdays.

You can find groceries and other food items, clothes, magazines, cosmetics, etc., for instance, at the following stores:

Citymarket
Tulliportinkatu 10
57100 Savonlinna, Finland
Tel.: +358 (0)15 51 810

Prisma
Nojanmaantie 15
57210 Savonlinna, Finland
Tel.: +358 (0)15 206 2840

Sokos
Olavinkatu 57
57100 Savonlinna, Finland
Tel.: +358 (0)15 206 2800

Tokmanni Oy
Pilkkoskenkatu 3
57100 Savonlinna, Finland
Tel.: +358 (0)20 728 6210

7.3.3. Telephone

The telephone area code for Savonlinna is 015 (from within Finland) and +358 15 (from outside the country). You can dial direct to all countries from Finland. For the list of countries, codes and charges, you should check the phone book.

There are nowadays several phone companies with varying prices for phone calls. The prices vary according to the time of day. Generally, all prices are cheaper at night between 10 p.m. and 8 a.m.

There are several international prefixes depending on the company (990, 996, 999) you choose. You can always use the pan-European code 00, then dial the country code, the area code and the destination number. Note that the first number of the area codes (often 0) is usually omitted.

An example of calling from Finland to Brussels, Belgium to the number 5759 738:
00 (or 990 or 996 or 999) 32 2 5759 738.

An example of calling from London to Savonlinna, Finland to the number 711 7764:
00 (or +) 358 15 511 7764.

When calling long distance calls in Finland, dial the area code (including the first 0) and the phone number. The list of area codes is available in the phone book.

An example of calling from Savonlinna to Tampere to the number 897 462: 03 897 462.

In Finland you cannot avoid mobile phones – they are everywhere. The number and density of mobile phones is the highest in the world in relation to the population. You can buy a prepaid card for your mobile phone if you have a phone available already.

7.3.4. Television

In Finland there are four free-to-air state-owned channels (TV1, TV2, Teema and FST5) and twelve free-to-air commercial channels (MTV3, Sub, Channel Four, JIM, LIV, The Voice, TV Five, Sports Channel, Nickelodeon, DigiEntertainment, SubJunior and Estradi), in addition to which there several satellite or pay-TV channels. Programmes are shown in the original language usually with subtitles in Finnish or Swedish.

Dormitory Vuorilinna has a television in its club room.

If you have a television set in your room, you will need a TV licence (tel.: +358 (0)9 613 161 or www.tv-maksu.fi). The TV licence fee is as follows: 19.35 EUR / 1 month, 57.10 EUR / 3 months, 112.85 EUR / 6 months and 224.30 EUR / 1 year. TV licence inspectors control that TV owners have the licence.

7.3.5. Post Office

In the Main Post Office, you will find a customs section. If you are required to open packages for inspection or pay customs tax on an international package, you will need to go there.

Stamps can be purchased in post offices or in most kiosks around the town.

In order to receive your mails write your full name on your post box.

The Main Post Office (*Pääposti*)

Olavinkatu 61

57100 Savonlinna, Finland

Tel.: +358 (0)20 071 000 (nation-wide telephone service)

www.posti.fi

7.3.6. Cinemas

You can find information on the films in the local newspaper Itä-Savo and free paper Savonmaa. More information in Finnish at www.savonkinot.fi.

Foreign films are subtitled (in Finnish or Swedish), not dubbed.

There are two cinemas (*elokuvateatteri*) in Savonlinna:

Elokuvateatteri Killa
Punkaharjuntie 3
57130 Savonlinna, Finland
Tel.: +358 (0)15 514 605

Elokuvateatteri Olavi
Olavinkatu 51
57100 Savonlinna, Finland
Tel.: +358 (0)15 514 650

7.3.7. International Meeting Point

International Meeting Point (*kansainvälinen kohtaamispaikka*) is run by the Linnala Adult Education Centre. It offers a possibility for all foreigners in Savonlinna to meet each other as well as Finns.

Contact information: Ms. Marketta Parkkinen
Olavinkatu 40 a
57130 Savonlinna
Tel.: +358 (0)440 511 823
marketta.parkkinen@linnala.net

7.3.8. Museums

The Savonlinna Provincial Museum (*museo*) is a central museum of the cultural history of Southern Savo. The museum specialises in the history of the Lake Saimaa area. In addition to the Riihisaari Museum, the museum includes also unique steam ships. The Savonlinna Provincial Museum is open at 10:00 – 17:00 from Tuesdays to Sundays. For additional information, please, see www.savonlinna.fi/museo.

7.3.9. Olavinlinna Castle

One of the most well-known attractions in Savonlinna is the Olavinlinna Castle. The castle is open daily from 10:00 to 15:00. It is possible to get to know the castle, its halls, rooms and towers on a guided tour almost throughout the year. A tour lasts approximately an hour.

For additional information, please, see www.nba.fi.

7.3.10. Theatre

The Savonlinna Theatre (*Savonlinnan teatteri*) is located in the street address Olavinkatu 13, 57130 Savonlinna, Finland. Performances are usually in Finnish.

Tel.: +358 (0)15 510 010

7.3.11. Community College Linnala

Community College Linnala offers a wide range of evening courses for everyone: languages (also Finnish for Foreigners), music, textiles, philosophy, sports, fine arts, pottery, drama – you name it!

Adult evening schools are very popular among Finns; it is also one of the best places to get to know people outside the university. There are tuition fees for courses.

Linnala
Sotilaspojankatu 7
57100 Savonlinna, Finland
Tel.: +358 (0)15 511 80

7.3.12. Sports

In general, Finns are enthusiastic about participating actively in sports events as well as being spectators, Ice hockey (*jääkiekko*), cross-country skiing (*hiihto*), down-hill skiing (*laskettelu*), and volleyball (*lentopallo*) are popular in Finland, as well as basketball (*koripallo*), Finnish baseball (*pesäpallo*) and football (*jalkapallo*). There are also opportunities for golf, bowling, riding, tennis, hiking, etc. A great variety of water sports like sailing, canoeing, and rowing are naturally also available in the region.

Remember to ask if you can get a student discount.

Municipal Swimming Pool and Sauna

The swimming hall of Savonlinna (*uimahalli*) is located just behind the Savonniemi Campus of the Mikkeli University of Applied Sciences. In addition to swimming, there are also possibilities for going in for other sports at the swimming hall, e.g. hydrobic, fitness training and tennis. The swimming hall is usually open daily but as the opening hours vary depending on the time of the year, please, check the opening hours separately. By showing the registration certificate you will get a student discount.

Savonlinnan uimahalli
Uimahallinkatu 2
57100 Savonlinna, Finland
Tel.: +358 (0)15 571 4673

Bowling Hall

The Savonlinna bowling hall (*keilahalli*) is located in the building of the Hotel Pietari Kylliäinen on the main street Olavinkatu. The bowling hall is a five-lane hall with the possibility of glow bowling. You can also rent bowling shoes there. The price for one lane is about 10 EUR / hour. Prices vary depending on the day and time.

Savonlinnan keilahalli
Olavinkatu 15
57130 Savonlinna, Finland
Tel.: +358 (0)15 739 5487
<http://www.pietarikylliainen.fi>



Open: Monday – Friday 14:00 – 21:00, Saturday 12:00 – 21:00, Sunday 12:00 – 18:00;
glow bowling: Friday – Saturday 18:00 – 21:00

Gyms in Savonlinna

Fysio for Fitness
Pappilankatu 3
57100 Savonlinna, Finland
Tel.: +358 (0)15 514 255

Ladyline
Kirkkolahdenkatu 4-6
57100 Savonlinna, Finland
Tel.: +358 (0)50 444 2730

7.3.13. Tanhuvaara Sports Centre

The Tanhuvaara Sports Centre is situated approximately 15 km from Savonlinna. A frequent bus service will take you there if you want to play tennis, squash, badminton (book beforehand), ski (cross-country), swim or do any other sports. Swimming pool, saunas, Jacuzzi, gym, indoors track, etc. Booking/info: tel.: +358 (0)15 739 000.

7.3.14. Bars and Restaurants

Happytime Baari

Among students, the Happytime Bar is a very popular place to meet friends in Savonlinna. It is situated at Kauppatori in the heart of the town. Happytime is a venue for various events, such as stand-up performances and concerts. Entrance is free, except for some special events when there may be a small entrance fee.

Happytime Baari
Olavinkatu 35
57130 Savonlinna, Finland
Tel.: +358 (0)15 515 337

Open: Monday – Thursday 11:00 – 02:00, Friday 11:00 – 03:00, Saturday 12:00 – 03:00,
Sunday 12:00 – 02:00

Nightclub Tamino

The Nightclub Tamino, located in the same building with Hotel Seurahuone, is a place where you can listen to the newest pop hits. You can get a student discount by showing your registration certificate. On weekends you can go to the dance restaurant Mefisto (in the same building) with the same ticket. Age limit 18 years, 20 years on Saturdays.

Night & Bar Tamino
Kauppatori 4-6
57130 Savonlinna, Finland
Tel.: +358 (0)15 5731

Open: Tuesday, Thursday – Saturday

Nighthclub Polte

The Nightclub Polte is a recently renovated nightclub. It is located next to Tamino and is also popular among young people. Age limit is 18 years. Tickets 5 EUR after 23:00 (on Saturdays, includes cloakroom), cloakroom 2 EUR.

Nightclub Polte
Olavinkatu 40
57130 Savonlinna, Finland
Tel.: +358 (0)44 354 9623
Open: Tuesday 22:00 – 04:00, Thursday 23:00 – 04 .00, Friday – Saturday 22:00 – 04:00

The Rocks

The Rocks is a stylish nightclub situated at the end of Olavinkatu quite close to the Olavinlinna Castle. Free entrance, except for some special events. Cloakroom 1,5 EUR. Age limit is 18 years. On Tuesday a students' party, special offers...

Bar & Club The Rocks
Olavinkatu 13
57130 Savonlinna, Finland
Tel.: +358 (0)15 510 144; Open: Monday – Sunday 22:00 – 04:00

8. FINNS AND THE FINNISH WAY OF LIFE

8.1. Finnish Character

There are many stereotypes about Finnish people: for instance, Finns are said to be shy, reserved and introvert. In some cases this may be true but it does not necessarily mean that they intend to be rude. Usually Finns are straightforward; they say what they mean and they mean what they say. Besides, once you manage to break the ice with a Finn, you usually get a friend for a lifetime.

Finns appreciate punctuality: 10 o'clock means 10 o'clock. In case of being late, please, inform about it.

Finns have a very strong sense of national identity, which can be partly explained by Finland's history as a pawn between Russia and Sweden. The national identity is especially displayed in sports events. Finns are also proud of their high-level technical expertise, a good example of which is company Nokia.

A trait which is typical of Finns is so-called *sisu* (stamina, perseverance). *Sisu* is what makes a Finn grit his teeth against all odds; giving up is no option, no matter what the circumstances are!

8.2. Finnish Customs and Manners

When you meet a Finn for the first time, it is polite to greet him/her by shaking hands. Afterwards it is enough to nod your head. Among friends, hugging is getting more and more popular.

In general, Finns are quite informal in their social relationships; first names are used and people dress informally. In formal occasions and with elderly people it is, however, polite to use Mr/Mrs/Ms or academic titles.

When living in Finland you cannot avoid getting an invitation to go to a sauna. Sauna is a part of the Finnish culture: almost every Finnish house has a sauna of its own. For Finnish people sauna is a place for both physical and spiritual relaxation. It is not a luxury but a necessity – and after trying a few saunas you will probably agree... Please, remember that it is unusual for men and women to go to the sauna together, unless they are members of the same family.

Finns are said to be heavy drinkers but nowadays the drinking habits are changing and people drink more wine and beer instead of strong spirits. True, there are always exceptions...

The non-smoking policy is strict in Finland. This means that smoking is prohibited in public facilities.

The possession, production, selling and use of narcotics are punishable acts in Finland.

8.3. Nature

Outdoor life and communing with nature are close to Finns' hearts. No wonder, many Finns spend their free time at their lakeside summer cottages. Moreover, Finns can enjoy the so-called Everyman's rights. This means that you can move around the forests and countryside without a special permission of the landowner. This also includes the right to pick berries, flowers and mushrooms.

8.4. Famous Finns

You may have heard about these Finnish people: Jean Sibelius (composer), Alvar Aalto (architect), Mika Waltari (writer) and Paavo Nurmi (runner).

You must have heard about at least some of these Finnish people/groups: Karita Mattila (opera singer), Renny Harlin (director), Mika Häkkinen and Kimi Räikkönen (Formula 1 drivers), Jari Litmanen (football player), and HIM, Lordi, Nightwish and the Rasmus (rock bands). If you are an ice-hockey fan and followed the 2011 ice-hockey world championship tournament in Slovakia, you certainly know which team won the championship... That was only the second world championship in the history of Finland :D

WELCOME TO SAVONLINNA!

9. A FEW WORDS IN FINNISH

Useful words and phrases:

Yes
No
Thank you
Hello, hi
Good morning
Good afternoon
Good evening
Good night
Goodbye, bye
How are you?
Sorry, excuse me
My name is...
I do not understand
Do you speak English/Finnish?
How much...
Could you help me, please?
Where is...
Road, street
How are you?
I'm fine, thank you
What is your phonenumber?
Do you live here?
Where do you live?
How old are you?
What is your name?
What is the time?
Hour
Minute
Day
Month
Left
Right
Straight

Numbers:

One, two, three, four, five
Six, seven, eight, nine, ten

Hundred
Thousand
Zero

Shopping:

How much does it cost?
Milk
Sour milk
Cream
Bread
Toast
Cheese
Cottage cheese

Hyödyllisiä sanoja ja fraaseja:

Kyllä
Ei
Kiitos
Hei, moi, terve
Hyvää huomenta
Hyvää päivää
Hyvää iltaa
Hyvää yötä
Näkemiin, hei hei
Mitä kuuluu?
Anteeksi
Minun nimeni on...
En ymmärrä
Puhutko englantia/suomea?
Kuinka paljon...
Voisitko auttaa minua?
Missä on...
Tie, katu
Mitä kuuluu?
Minulle kuuluu hyvää
Mikä sinun puhelinnumerosi on?
Asutko täällä?
Missä sinä asut?
Kuinka vanha olet?
Mikä sinun nimesi on?
Mitä kello on?
Tunti
Minuutti
Päivä
Kuukausi
Vasen
Oikea
Suoraan

Numerot:

Yksi, kaksi, kolme, neljä, viisi
Kuusi, seitsemän, kahdeksan,
yhdeksän, kymmenen
Sata
Tuhat
Nolla

Ostokset:

Kuinka paljon se maksaa?
Maito
Piimä
Kerma
Leipä
Paahtoleipä
Juusto
Raejuusto

Sausage
Meat
Chicken
Ham
Fish
Tuna
Egg
Jam
Water
Coffee
Tea
Beer
Juice
Apple
Cucumber
Tomato
Carrot
Potato
Butter
Yogurt
Chocolate
Cereals
Vegetables
Fruits
Receipt
Plastic bag

Computers:

Login name / User code
Password
Log in / sign in
Log out / sign out
Domain
Start
Restart
Save as
Folder
Copy
Edit
Cut
Paste
Print
Chapter
Delete
Open
Close
Add
Tools
Table
File
Show
Preview
Abend
Font
Row spacing

Makkara
Liha
Kana
Kinkku
Kala
Tonnikala
Kananmuna
Hillo
Vesi
Kahvi
Tee
Olut
Mehu
Omena
Kurkku
Tomaatti
Porkkana
Peruna
Voi
Jogurtti
Suklaa
Murot
Kasvikset
Hedelmät
Kuitti
Muovikassi

Tietokoneet:

Käyttäjätunnus
Salasana
Kirjaudu sisään
Kirjaudu ulos
Toimialue
Käynnistä
Käynnistä uudelleen
Tallenna nimellä
Kansio
Kopio
Muokkaa
Leikkaa
Liitä
Tulosta
Kappale
Poista
Avaa
Sulje
Lisää
Työkalut
Taulukko
Tiedosto
Näytä
Esikatselu
Kumota
Fontti
Riviväli

Transport:

Bus
Train
Car
Bike
Aeroplane
Airport
Railway station / train station
Bus station
When does the bus/train leave?
Platform
Car (a part of the train)
Seat
Destination
Ticket
Arrival
Departure
Transfer

Public sector:

Bank
Account
Open an account
Invoice
Withdrawal
ATM
Credit card
Cash
Post office
Stamp
Postal charges
Envelope
Letterbox, mailbox
Open (stores & public sector)
Closed (stores & public sector)
Pharmacy
Hospital
Health centre
Gym
Dentist
Doctor
Police
Fire station

In restaurant, bar:

Order
Drink (verb)
Drink (noun)
Reserve a table
Is this seat taken?
What would you like to drink?
What would you like to eat?
Plate
Glas

Kuljetus,
matkustaminen:

Linja-auto, bussi
Juna
Auto
Polkupyörä
Lentokone
Lentokenttä
Rautatieasema
Linja-autoasema
Milloin bussi / juna lähtee?
Laituri
Vaunu
Istumapaikka
Määränpää
Lippu
Saapuminen
Lähtö
Vaihto

Julkiset palvelut:

Pankki
Tili
Avata tili
Lasku
Otto
Pankkiautomaatti
Luottokortti
Käteinen
Posti
Postimerkki
Postimaksut
Kirjekuori
Postilaatikko
Avoinna
Suljettu
Apteekki
Sairaala
Terveyskeskus
Kuntosali
Hammaslääkäri
Lääkäri
Poliisi
Palolaitos

Ravintolassa, baarissa:

Tilata
Juoda
Juoma
Varata pöytä
Onko tämä tuoli varattu?
Mitä haluaisit juoda?
Mitä haluaisit syödä?
Lautanen
Lasi

Fork
Knife
Spoon
Trey
Breakfast
Lunch
Dinner

Studies:

Classroom
Teacher / lecturer
Course
Lesson
Canteen
Copying card
University of Applied Sciences
Credit
Grade

Haarukka
Veitsi
Lusikka
Tarjotin
Aamiainen
Lounas
Päivällinen

Opiskelu:

Luokka
Opettaja
Kurssi
Oppitunti / luento
Ruokala
Kopiokortti
Ammattikorkeakoulu
Opintopiste
Arvosana