I would like to congratulate you on selecting Uppsala University for your study period in Sweden.

For more than 500 years, Uppsala University has been a distinguished seat of learning with rich opportunities for students and researchers at all levels. Our history is part of our strength – but our sights are on the future.

Education at Uppsala University is characterised by its scientific approach, critical thinking and professionalism, as well as collaboration and progression across different levels of study. Teachers who are active in research help channel a constant flow of knowledge.

Students are given the opportunity to broaden their horizons with personal development and education through a tradition of student involvement in associations, unions and clubs. Studying at Uppsala provides experience and networks for life.

In this guide you will find practical information on how to begin your adventure in Uppsala, but also how to get the most out of your studies while here.

The world comes to Uppsala every day, and the university is always looking out into the world. Each year, we invite the most prominent scientists, scholars and personalities. At Uppsala, you are welcome to listen to and learn from Nobel laureates, writers, politicians and many other guests and friends.

Again, I wish you welcome and we sincerely hope you will find your time here enjoyable and rewarding both for your studies and for your personal well-being and growth.

Anders Hallberg
Professor, Vice-Chancellor of Uppsala University
Uppsala University is the oldest university in Scandinavia – founded in 1477. Several famous scholars have worked at the University, amongst others Carl Linnaeus, Olof Rudbeck and Anders Celsius. Eight scientists at the university have been awarded the Nobel Prize. In December every year some of the new Nobel Laureates visit Uppsala University and give lectures open to the public. In addition, many well-known international guests visit Uppsala each year. Uppsala University is also ranked among the most prominent universities in the world. Today, research of high international quality is carried out in a wide range of scientific fields. The University offers research and education in technology and natural sciences, theology, law, medicine (including health sciences, nursing, etc), pharmacy, arts, social sciences (including economic sciences), educational sciences and languages.

The University has around 40,000 students (about 2,000 at the doctoral level) and some 5,500 employees in 9 faculties and nearly 100 departments. About 50 first cycle programmes are offered as well as about 1,900 single subject courses annually. No first cycle programme is entirely taught in English but there are more than 30 master programmes taught in English.
This is Sweden

Geography
Sweden is situated between the Baltic Sea and the North Sea and is the fifth largest country in Europe. In terms of area it can be compared to Spain, Thailand or the state of California. Half of the land surface is covered with forest and less than 10% is farmland. Nearly 100,000 lakes are connected in a lacework of waterways, and many large rivers flow from the northwestern mountains through the forests to the sea. A long coastline with thousands of islands also contributes to the character of the country.

Population
The central and southern parts of Sweden are the most densely populated. However, as the area of Sweden is large, the overall population density is only 54 inhabitants per square mile (20 per km²). For many years, Sweden was ethnically very homogeneous. One exception is an ethnic and linguistic minority in the north, 15,000 of the Sami people, some of whom still make their living by herding reindeer.

During the 1960’s and 1970’s more than half a million immigrants moved to Sweden to work, mostly people from Finland but also people from the Balkan countries, Greece and other countries. In addition, Sweden has received refugees from many troubled corners of the world and still receives refugees in acute need of protection.

Language
Swedish belongs to the North Germanic branch of the Germanic languages, along with Danish, Norwegian, Icelandic, and Faroese, and is the largest of the Nordic languages. In addition to the people living in Sweden, Swedish is today spoken by about 300,000 Finns in Finland. Some 300,000 Swedish immigrants in the United States and Canada can also speak Swedish. English is taught as a second language in Sweden and most people can speak and understand English. Quite a few Swedes can also get along well in German and some in French or Spanish.

Religion
70% of the population in Sweden are members of the Church of Sweden, which is Lutheran. Around 160,000 Catholics are registered in Sweden. The Muslim community makes up the largest single group of non-Christians.

Climate
Sweden is located so far north in Europe that the Arctic Circle slices through its northern most province, Lapland. But it is not an Arctic country. Thanks to the warm Gulf Stream in the Atlantic, Sweden has a rather mild climate considering its location. The difference between the southern and northern parts of Sweden is slight during the summer but greater during the other seasons. Northern Sweden is snow-covered between at least December and March, while elsewhere it varies from region to region. In the far south it often rains during the winter season. In Uppsala seasons are very distinct from one another: Autumn begins in late September and brings colder weather and shorter days but also beautiful colour changes in the leaves. Winter with the first snow in early December brightens up the country although the days get even shorter (at the shortest 6 hours of daylight). The average temperature in February is -3°C (26°F), although it may vary a lot from one day to another. Spring, with its longer days and spring flowers that everybody longs for, arrives in March-April. In Sweden, and especially in Uppsala, we celebrate the arrival of Spring, the so-called Walpurgis Night (Vållorgmässa-fjön), on April 30. Summer lasts in general from May to mid-September, with an average temperature in July of 18°C (64°F). It is the season with long days. In June the sun does not set until 10 p.m. and rises at 2.30 a.m., which means that it really does not get dark at all. In the far north, above the Arctic Circle, the sun never sets during this time.

Time
Swedish standard time is the same as in most West European countries. It is one hour ahead of Greenwich Mean Time (GMT). From late March to late October Sweden is on daylight saving time.

Sweden in Figures
• Sweden has 9 million inhabitants, which of about 80% live in the cities and urban areas
• 20% of the labour force works in industries, more than 30% in the public sector, and only 4% in agriculture
• 1,600 km (1,000 miles) is the distances between Sweden’s north and south tip
• 2,100 m (7000 ft) is the height of the mountains in the northwest
The Town of Uppsala

Uppsala, the fourth largest city in Sweden, has the charm of a small town as well as the opportunities of a big city. The population is about 190,000 people. Uppsala is located 70 km (45 miles) north of Stockholm, about 40 minutes by train. Uppsala is a town with a living history. Old Uppsala (Gamla Uppsala) was the focal point of the Kingdom of the Swedes. Traces left by the Viking forefathers are still to be seen at Gamla Uppsala. At Gamla Uppsala there was an impressive pagan temple, and great sacrificial rites were performed to appease Thor, Odin, Frey and other Nordic deities. Three of the pagan kings were buried here 1,500 years ago.

Uppsala has been the religious centre in Sweden ever since the 13th century. Today Uppsala is the seat of the archbishop of the Church of Sweden. The Church is not the sole representative of continuity, the University is the other. Uppsala has two universities: Uppsala University (Uppsala universitet) and the Swedish University of Agricultural Sciences (Sveriges lantbruksuniversitet, SLU). The universities and the University Hospital are major sources of employment. However, the business sector has grown during recent years, partially due to the proximity of the universities and the research connected to them. This sector is characterized by an advanced level of technology.

The dominating landmarks in Uppsala are the large cathedral (Domkyrkan) and the castle (Slottet), both located in the centre. The SLU campus is located outside the town while the department buildings of Uppsala University are spread throughout the town. Uppland, the province in which Uppsala is located, is rather flat but beautiful. Surrounded by fields, forests and lakes, the city offers great opportunities for walking, hiking, and bike riding.

Museums

The Museum Gustavianum is housed in Uppsala University’s oldest preserved building with the Anatomical Theatre on the roof. Exhibited at the museum are the Augsburg Art Cabinet, discoveries from the Viking period, the history of the University, mummies and much more. You can see and order Uppsala University’s profile and gift products at the Museum Gustavianum shop and from other locations. Several other museums are affiliated with the university and can be referred to from the homepage.

Uppsala Cathedral (Domkyrkan) is the largest and tallest church in Scandinavia. Construction of the church began around 1270.
Before you leave home!

- Contact your contact person in charge of your programme or course. Let them know when you will be arriving and if they have any special information for you. Who is your Contact person? Your Contact person may be noted on your letter of admissions or may be the one who sent you this guide. Each programme and course has a contact person. If you are unsure, you can search for staff at www.uu.se or the Student Services.

- Organize your housing situation ahead of time.

- At the very least, arrange temporary housing solutions, see the Housing Guide page 19. If you are a formal exchange student, see page 62–63 instead.

- Bring your letter of admission. It is a good idea to make a number of copies of it also.

- Make sure you have a passport with photo and with your residence permit stamped inside. Do you need a visa or a residence permit? See page 12 to find out. In some cases, EU/EEA citizens can bring another type of photo ID that clearly states your country of origin instead of a passport. If you do not have a visa/residence permit but need one, apply for one as soon as you receive your final admissions letter. In some cases, you can begin the application process before the final admissions letter is issued, visit the Swedish Migration Board, www.migrationsverket.se, NOW!

- Bring your original degree and transcript.

- Conditional Admissions for master programmes means that you MUST present a degree before registering for classes. Before you can receive a degree from the advanced level from Uppsala University, you must submit a degree from the basic level in the original. It might be useful to bring documents of your upper-secondary school/high school. If you make any changes to your studies while here in Sweden, you may need these. See Admission Procedures on page 23 for details.

- You must have evidence of personal medical insurance. Bring your EU-card or certificate from home if your country has an agreement for medical care with Sweden. See Insurance, page 46 for details. If you are a formal exchange student, see page 60 instead.

- Try to arrive in time for the Orientation Week. See page 15.

- Sign up ahead of time for a Buddy! See page 25.

- First ride. In Uppsala, during Winter, you may be engaged in sports and pleasures you never tried before. Like riding a sled (pulka) down the big hill next to Uppsala castle.
Planning Your Stay

**Passport, Residence Permit, Visa**
Before you depart for Sweden certain documents will be necessary. You need a valid passport for entry into Sweden. In some cases a visa is also required. However, citizens of EU countries and some of the countries of the European Economic Area (EEA), i.e. Iceland, Switzerland, Liechtenstein and Norway need only an ID card provided that your citizenship is stated on the card. For further information contact the Swedish Embassy or Consulate in your country. Please consult [www.swedenabroad.com](http://www.swedenabroad.com) for addresses and office hours of Swedish embassies and consulates.

If you are going to stay in Sweden for more than 3 months, you need a residence permit (**uppehållstillstånd**). Citizens of EU/EEA countries (including Switzerland) need only register after their arrival in Sweden at the local office of the Swedish Migration Board (**Migrationsverket**). Find the application and other important information at: [www.migrationsverket.se](http://www.migrationsverket.se) if you are a non-EU/EEA citizen. Please note that there is a separate application form for doctoral students.

In order to get a residence permit for less than one year, you must prove that you have a health insurance policy, see page 47. You must also prove that you have been admitted as an exchange or visiting student at Uppsala University and fill out a form confirming that you have enough money for your study period in Sweden. If you are a citizen of a country outside the EU/EEA you must have your residence permit stamped into your passport before entering Sweden. You can only apply for a residence permit at a Swedish Embassy or Consulate in your home country or country of residence.

**Do you reside temporarily in another EU/EEA country but are coming to Sweden?**
Applications for residence permits must be made at the nearest Swedish embassy before arriving in Sweden.

**Are you visiting EU with a visa but want to stay and study in Sweden?**
You must return to your home country to make an application for a residence permit. Consult with the Swedish Migration Board for details.

**IMPORTANT:** After receiving a letter of acceptance you should apply for a residence permit without delay, unless you are a citizen or permanent resident of EU/EEA. (Special information and application procedures for Switzerland, contact the Swedish Migration Board for full details.)

**Civic Registration**

Special information for formal exchange students pages 59–63.

International students with a residence permit for at least one year, (permits are issued only on a yearly basis or less), are entitled to civic registration as a resident. The application for civic registration has to be made in person at the Swedish Tax Agency (**Skatteverket**).

You must bring your passport, the residence permit, your letter of admission, documents to prove your civil status and be able to present a home address in Uppsala. They will issue you a personal identity number (**personnummer**). Registration will entitle you to medical benefits through the Swedish National Health Insurance System (see Health Insurance, pages 46–47).

If you are not entitled to a residence permit and thus not eligible for a civic registration number, you must have a similar number for tax purposes if you become employed. This is called a co-ordination number (**samordningsnummer**). Your employer can help you make this request to the Swedish Tax Agency. It is NOT to be considered a personal identification number.

If you have stayed in Sweden for more than a year with a personal identity number and then leave Sweden, you must inform the Swedish Tax Agency of your coordination. The Swedish Tax Agency will be able to issue an ID card with your personal identity number, see Your Finances, Banks on pages 39–40.

Your personal identity number consists of 10 figures, your birth date (year, month, day) plus 4 additional digits, no letters. The university will issue a temporary ID number (T- or P-number) in order to register you in Uppdok, the student registration system. However, that number is only valid for university services (library, course registration, etc.). If you have received a civil registration number, you should inform your Contact person so that they can connect the two registration numbers in the student registration system.
Arrival and Getting Settled

Your Contact person at Uppsala University will inform you about recommended dates for arrival. Please confirm your arrival with this person. If you come on one of the recommended days for arrival you will be able to profit from the Orientation Week for new international students.

The official start of the Autumn/Fall semester for 2011 is August 29th and it ends on January 16th. You will not have to attend classes during the Christmas holidays, normally between December 21st–January 2nd, but most likely you will have to use this time to complete individual assignments that you will present before the end of the semester; exams, essays, presentations, or re-sits. Consult your contact person before you make any travelling plans during that time. Similarly in the Spring semester, January 16th–June 3rd, there will be breaks from classes but not from schoolwork.

If you want to ship luggage to Uppsala prior to your departure you can normally do so to your host department; contact your contact person. Do not send anything to any central addresses without prior contact!

Arrival by Air
Stockholm International Airport, Arlanda, is situated 35 kilometers south of Uppsala. Special airport buses take you to Uppsala. The trip costs SEK 100 and takes 45 minutes (tickets inside the airport). Trains from the airport to Uppsala take 20 minutes and cost SEK 130. Going by taxi to Uppsala would cost you approximately SEK 445 (ask for the fixed price). The taxi can be paid with a credit card.

There are three other airports served by a few airlines. One is Bromma in the close vicinity of Stockholm city served from a few international destinations. If you arrive at Bromma you can take a city bus, leaving approximately every 15 minutes, to the Stockholm Central Railway Station and take the Uppsala train from there. The bus ride from Bromma takes around 15 minutes.

Another airport serving the Stockholm area is Skavsta at the town of Nyköping around 100 kilometers south of Stockholm. If you arrive at Skavsta you can take a bus to Stockholm city and change to a train from there. The total travelling time from Skavsta to Uppsala is around three hours. The third airport serving the Stockholm area is Västerås which is about 75 kilometers west of Uppsala. The local bus services go directly to Uppsala instead of to Stockholm.

Arrival by Train
There are several trains from the continent that have Stockholm as their final destination. In Stockholm you can change to the local train to Uppsala. The train ride takes about 40 minutes.

Late Arrivals
All expected late arrivals must be in agreement with your Contact person. The department is not obliged to wait for you since Swedish universities do not implement rolling registration. Several master programmes begin with an important introduction course which lays the foundations for continued study. Missing this course can in some cases mean postponing your studies for up to one year which, in that case, even means re-applying.

ORIENTATION WEEK
Orientation Week for international students is organized by the Uppsala Student Union and the International Committee. During this week you can get a temporary student ID card which allows you to enter the Nations. You can also participate in activities and get a good tour of the town and see what the student life has to offer you in Uppsala. It is also an excellent way to make new friends.

For more information please see: www.uppsalastudentkar.nu/en.
BeFore You leaVe HoMe!

Uppsala University does not have “university housing” as is common in many places outside Sweden. This can make it quite difficult for students applying for housing because it means that you have to deal with many different people and companies. It should be said that it can take a lot of work on your behalf to secure housing.

Because of the shortage of housing it is important not to be too choosy – all housing in Sweden is of a good standard. Once you have moved into a place, you can continue searching for more ideal housing.

There are different ways of getting an accommodation for students in Sweden. The most common are to sign a contract directly with a private housing company or to find a place to sub-lease. There is a large sub-let housing market in Uppsala.

To sub-lease means that you will be leasing from a private person instead of a company. The advantages with sub-leasing are that there is no waiting list and that rooms are almost always furnished. The disadvantage is that you have a restricted amount of time that you may live in that apartment/room.

It will be very difficult to find accommodation in August and September if you have not already arranged for housing from home. The only solutions left can be quite expensive. The Internet is your most useful tool to make a search or advertise yourself. You could try e-mailing to all the sub-letting listings since it is the one place where listings can occur daily. You can also take the opportunity to check bulletin boards in different departments or grocery stores or put up an advertisement yourself.

For temporary housing solutions for the critical period in August and September check the information about extended stay on www.studentboet.se and Housing Guide page 19.

If you are a student with special needs you should contact your housing provider to find out how, and if your needs can be accommodated.

Contract Periods

When signing a private contract it is imperative that you are aware of the Swedish laws and its regulations stating your own rights and obligations. Most housing companies use standardised contracts, but they might be in Swedish and thus difficult to fully understand. We urge you to read through the contract section of the Student Union website before you sign any contracts. There you can also find contract forms that you can use in English.

When you are renting from a housing company, your contract is usually not for a limited time. As long as you are a student, you can continue to live there. If you need to break the contract you must do so in advance, usually between 1 to 3 months.

When it comes to private contracts/sub-leasing however, the duration of your stay is limited. You can usually only sub-lease a room/apartment up to one year from a private owner. The actual contract period should be stated on the contract and can vary from one month to twelve months. Please note that international students who have happened to be offered a room through their Contact person, can normally only keep their room for one year. They must themselves apply for a different room if they continue for a second year or longer. Begin this search early, since the waiting list for a room can be very lengthy for August/September.
1. Search Now!
The demand for housing is always greatest
during the beginning of the semester. Start
your search for housing as soon as possible – and put a lot of effort into it!

2. www.studentboet.se
Check out the Student Union’s webportal for housing. Here you can find available
housing and good information regarding your accommodation in Sweden. The site
has the largest sub-let housing database in Uppsala and many good tips for students
looking for housing.

3. Private Housing Companies
Contact the housing companies in Uppsala. You find a list of them on

4. www.heimstaden.com
Heimstaden is a housing company that
does not have a waiting list or queue for
its rooms, which is advantageous for inter-
ternational students. Check their web-
site regularly because new rooms become
available often.

5. www.studentstaden.se
Studentstaden is the largest provider of stu-
dent housing in Uppsala. Visit their web-
site and register yourself to start collect-
ing “queue days”. The more you have the
better. They also have a special category of
rooms available for newcomers.

6. The Nations
Each nation has its own housing for its
members. It is difficult to generalise about
how difficult it is to get such housing. Some nations may have a rule that you
must have been a member for a certain amount of time, for example. Visit the
website of each of the nations (there are 13) and find more information about
their housing. A list of the nations (with links) can be found on
www.nationsguiden.se.

7. www.blocket.se
Blocket is a popular Swedish site where people buy and sell things, including
housing. The site is entirely in Swedish, but you can find private housing adds
that are translated into English on the website. To look for housing in Uppsala
go to www.blocket.se, choose Uppsala
and then the categorie “Lägenheter”.

8. www.unt.se
You can also try the local newspaper, UNT. On
their website you can use their search function
Locus. Choose “Bostad” (housing) and check
out the ads. The site is entirely in Swedish.

9. Temporary Housing Solutions
If you do not have a room and you will soon be travelling to Uppsala – check the infor-
mation about extended stay on Studentboet,
www.studentboet.se/en/bostadsinformation/
extended-stay, where you find a list of youth hostels and bed and breakfast in Uppsala.
Higher education in Sweden is divided into three distinct levels; First cycle (undergraduate), Second cycle (master’s) and Third cycle (doctoral). In more than thirty locations in Sweden you will find a university or a university college. There are 16 universities and 27 university colleges in the country.

The universities, such as Uppsala University, generally offer a wider selection of courses than the university colleges. At the universities you can study subjects from all the academic fields and at all educational cycles. The Ministry of Education and Research is responsible for all higher education and research in Sweden. As of the academic year 2007/2008, Sweden has adopted the higher education degree structure and other reforms in line with the current Europe-wide Bologna process aiming at making higher education structures in Europe transparent.

Many students continue after the master’s level to the doctoral level. The Conferment Ceremony takes place twice a year in the distinguished Hall of the University Building.

The university decides on an annual basis which courses it wishes to offer, although the course offerings do not change substantially from one year to another. In Sweden, studies are usually confined to one subject at a time during a given semester, which is a marked difference from, for instance, the case in the USA and in most other countries. Single subject courses vary in length from 7.5 to 60 credits and may be combined into a programme leading to a degree but not towards a professional degree.

Credits, Grades and Examination
The duration and extent of programmes and courses are expressed in a system of credits (högskolepoäng). The Swedish credit is the same as the European ECTS credits as of July 1st, 2007. Thus, one week of full-time study corresponds to 1.5 credits. One semester of full-time study is equal to 30 credits (15 U.S. or Canadian semester credits). The requirement for most undergraduate degrees is less than 240 credits, corresponding to a minimum study time of between 3 and 4 years, respectively. A master degree, two years, is thus 120 credits.

The credit system is very systematic. If a course has 7.5 credits it corresponds to five weeks of full-time work if no parallel courses are taught at the same time. Students usually take one course at a time even if courses of short duration (for instance 7.5 credits) often run parallel with another course of 7.5 credits during a 10-week period. Please note that in Sweden the number of teaching hours per week may vary considerably between different subjects and courses.
Thus, there is no one-to-one correspondence between the number of credits for a course and the number of teaching hours for that course, as is often the case in some other countries. Every course, however, requires full-time study equivalent to its number of credits.

All courses include written and/or oral examinations. There are, however, usually no final exams covering the entire semester’s coursework (i.e. grouping the sub-courses together) or covering an entire general study programme.

Degrees and Diplomas

There are three academic degrees issued in the First cycle (undergraduate/bachelor’s level): Diploma, Bachelor and Professional degrees. In the Second cycle (master’s level) there are three degrees also: Master degree (60 credits), Master degree (120 credits) and Professional degrees. There are 20 professional degrees awarded at Uppsala University but none of them can be obtained without Swedish language skills.

For details about what each degree requires, visit: www.uu.se/degrees.

Working/studying at the Third cycle (doctoral level) normally consists of four years of full-time work/study. You must have obtained a degree at the Second cycle in order to be accepted for studies at the doctoral level. All admissions to the doctoral level is handled at the department. You must first establish contact with a department responsible for your subject in order to know more about openings and application procedures.

Degree certificates are issued by the Graduation Office of the Student Affairs and Academic Registry. The degree certificate only includes approved courses that are fully completed, the number of credits, the grade received, the grading scale, the date for the grade and any other studies that have been accredited. The degree certificate is issued in both Swedish and English, combined.

Students who desire to receive a degree certificate must apply for it by submitting a special application form. The application form can be found online. You can print out the form, complete and send it (or hand it in) to the Student Services along with the necessary attachments.

Along with your degree you will receive a Diploma Supplement free of charge. The Diploma Supplement is a document attached to a higher education diploma providing a standardised description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the graduate. The Diploma Supplement improves the transparency of academic achievement of international students and facilitates academic and professional recognition of qualifications throughout Europe and other parts of the world.

Admission Procedures

To be eligible to study at a Swedish university, you must satisfy both general and specific entrance requirements for the programme or course choice. The general requirements are different for each level you intend to study at: First cycle (undergraduate/bachelor’s level) including all Professional programmes; Second Cycle (master’s level); and the Third cycle (doctoral level).

In most cases fulfilment of the eligibility requirements is not enough to be admitted. When the number of applicants exceeds the number of places offered, a selection among the applicants will take place according to predetermined regulations.

Most likely when you have received this guide, you have been admitted to a programme or course, but note that admission to one programme or course does not mean that all other courses and programmes offered at the university are available to you. If you intend to switch courses or change between educational levels, you may be requested to re-apply and submit other merits than the ones that have already been submitted. In some cases, this may even include upper-secondary diplomas and grades. In most cases, formal exchange students wanting to extend their stay must re-apply and submit all of their documentation as it is not saved from the exchange application. For further details contact a study counsellor.
Student Unions and the Nations

Uppsala Student Unions
At Uppsala University, there are two student unions; Uppsala Student Union (Uppsala studentkår) and the Pharmaceutical Student Union (Farmaceutiska Studentkåren). The Student Unions are responsible for the welfare of the students by dealing with educational, financial, health care, housing and recreational matters, etc. At the Student Union you can buy used books, borrow computers and copying machines and arrange for an e-mail account. Uppsala Student Union publishes ERGO, the most important student paper in which you can get information on current events in Uppsala.

The Uppsala Student Union also offers you an International Officer and a Doctoral Ombudsman. You can find more information about both of them and the work that they do on the homepage of the Uppsala Student Union. They also have a board for general policy questions. At every nation there are coordinates activities and makes decisions on all nations together make up the Curators' Committee (Kuratorskonventet, KK). The committee organizes a welcoming party at the beginning of each term, excursions and the International Pub, where you have the opportunity to meet other international students as well as Swedes. On arrival you will get extensive information about the nations to help you make up your mind about which one to join. Please note that there are also a few formal dinners and banquets at the nations, so bringing a suit or a nice dress may be a good idea.

The Student Nations
The thirteen student nations are clubs dating back to the 17th century. Each nation bears the name of a certain region in Sweden and historically it was a club for students from that region. As an international student you are free to choose which nation you want to join. Please note that the receipt you receive when you pay your student union and/or nation fee at the bank must be kept, since it is a part of your student ID; a plastic card will be received later.

Every nation is led by the curators who are responsible for planning activities and keeping the finances in order. Curators of all nations together make up the Curators’ Committee (Kuratorskonventet, KK), which coordinates activities and makes decisions on policy questions. At every nation there are also two international secretaries who will help you with any problem that might occur and who can provide you with information about the activities at the nation.

All international secretaries work within the International Committee (Internationella komventet). The committee organizes a welcoming party at the beginning of each term, excursions and the International Pub, where you have the opportunity to meet other international students as well as Swedes. On arrival you will get extensive information about the nations to help you make up your mind about which one to join. Please note that there are also a few formal dinners and banquets at the nations, so bringing a suit or a nice dress may be a good idea.

The various nations arrange similar activities for their members. These include cafés (with fika, meaning a cup of coffee or so) and pubs with discos. Some nations help you with any problem that might occur and who can provide you with information about the activities at the nation.

INTERNATIONAL BUDDY PROGRAMME
The Uppsala Student Union, along with ELSA (European Law Students Association) and UTN (Uppsala Association of Engineering and Science Students), offers you the International Buddy Programme. You might find it very helpful to have a buddy to help you with your transition to Sweden. The buddies in the programme are both Swedish and international students that have been in Uppsala for at least a semester (most likely longer) and have already gone through this same transition. Their purpose is to help you settle in. The only thing you have to do is to apply in advance with the application from the homepage of the Uppsala Student Union. The rest is up to your Buddy!

The Pharmaceutical Student Union also has a Buddy Programme for exchange students. If you are a pharmacy student you do not have to apply to be a part of the Student Unions Buddy Programme. The Pharmaceutical Student Union contacts all exchange students studying pharmacy.

Uppsala EBA Student Association (Uppsalanerna) is a non-profit association run by its members, consisting of business and economics students at Uppsala University. They arrange different projects and activities for business and economic students. They also have a Buddy programme but you do not need to apply in advance, since they will be contacting all students registered for a business or economics class.
also offer lunches. Formal three-course dinners (gasquer) or balls are arranged at certain intervals, including Ladies’ and Gentlemen’s dinners, sometimes with a day-before and a day-after-party. Other activities at most nations are a number of musical events with various kinds of orchestras and bands including jazz and classical music, choirs, theatre groups, sports and athletic clubs (tennis, golf, volleyball, basketball, floorball (innehandy), fencing, karate, soccer, badminton, bowling, table tennis, bandy, cricket, dart and dancing etc) plus photo labs, art clubs and perhaps a wine- and whiskey-testing club. Guest lectures, guided tours, excursions and recreational trips to interesting sites may be offered as well. The sports and other activities vary somewhat between different nations. There are good opportunities for students to work at these events. Many students earn some extra money by working in the pub or at the fika.

The booklet “Beginners’ Guide” from the Curators’ Committee and Uppsala Student Union, handed out on arrival, gives further information on the different nations.

Gotlands (600 members). Address: Östra Ågatan 13  Phone: 018-13 09 81. www.gotlandnation.se

Gästrike-Hälsinge (1,800 members). Address: Trädgårdsgatan 9  Phone: 018-66 61 41. www.ghnation.se

Göteborgs (600 members). Address: S:t Larsgatan 7 B  Phone: 018-13 20 06. www.goteborgsnation.se

Kalmar (1,800 members). Address: Svartmangatan 3  Phone: 018-69 49 80. www.kalmarnation.com

Norrlands (7,000 members). Address: Västra Ågatan 14  Phone: 018-65 70 70. www.norrlandsnation.se

Smålands (1,100 members). Address: S:t Larsgatan 5  Phone: 018-13 18 54. www.smalands.nu

Stockholms (4,000 members). Address: Drottninggatan 11  Phone: 018-14 63 33. www.stockholms.se

Södermanland-Nerikes (3,000 members). Address: S:t Olofgatan 16  Phone: 018-15 40 60. www.snerikes.se

Upplands (2,100 members). Address: S:t Larsgatan 11  Phone: 018-15 21 51. www.uplandsnation.se

Värmlands (2,500 members). Address: Nedre Slottsgatan 2  Phone: 018-13 44 45. www.varmlandsnation.se

Västmanland-Dala (5,000 members). Address: S:t Larsgatan 13  Phone: 018-10 53 39. www.v-dala.se

Östgöta (2,300 members). Address: Trädgårdsgatan 15  Phone: 018-13 43 11. www.ostgotanation.se
**A Year of Traditions**

In Uppsala things happen all year round, ranging from festivals to formal balls. Valborg is a widely known celebration and attracts students from near and far. Here are some of the year’s major events. You will notice that there is something for everyone to discover.

**Bandy Finals – in the Spring**
A major sports event in March. Every year the Swedish bandy championship is decided in Uppsala.

**The day Before Walpurgis – Kvalborg – 29 April**
One of the newest student traditions – a warm-up event before Valborg (see below). The day is often spent playing games and barbecuing, and finally ends at a nation.

**The Last Day of April, Walpurgis – Valborg – 30 April**
Valborg is the biggest student event in Uppsala with rafting, traditional food, singing, champagne, parties and much more. And not only students celebrate. The entire town of Uppsala participates in the festivities.

**STORK – Usually in May**
A Student Orchestra Festival which is held every other year in Uppsala (and every other in Linköping). Student orchestras and bands from all over the country come to the city to play music and socialize.

**Spring Ball – Vårbal – 21 May 2011**
A formal ball and a grand finale to the student year. Begins as a dinner with singing and dancing – and then continue with a full day of festive experiences. Held simultaneously in all 13 of Uppsala’s student nations.

**Reggae Festival – 4–6 August 2011**
Uppsala Reggae Festival is Europe’s largest reggae festival. Each year the festival presents some of the world’s top reggae artists and legends – both local and international.

**Cultural Night – Kulturnatten – 10 September 2011**
The city’s main cultural event. Uppsala residents take to the streets to experience art, music, dance and much more in the Autumn darkness.

**Goose Dinner – Gåsbal – Usually in November**
Formal ball in the fall, serving traditional black soup as a starter and goose as the main course. Held in many of Uppsala’s nations.

**Intervarsity rowing – Universitetskapprodden – usually in October**
The traditional rowing race between the oldest university cities of Sweden. Uppsala and Lund alternate as host of the race.

**Exercise**
Additionally, there are over a hundred football fields, a dozen golf courses, sports facilities and a water park in Uppsala. The town is also near to Ekoln, the northern end of lake Mälaren.

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**VALBORG SCHEDULE**

- 07:00 to 09:30: Champagn breakfast, picnic outdoors (or indoors if necessary)
- 10:00 to 12:00: Rafting down Fyrisån
- 12:00 to 14:30: Lunch at a nation, or picnic in one of the city’s parks. The park near Ekonomikum is popular.
- 15:00: the Vice-Chancellor welcomes the spring from the balcony of the university library Carolina Rediviva. When the Vice-Chancellor raises his white student cap it is a signal to students that it is time to put on their white student caps. After this students run down the hill from Carolina Rediviva.
- 17:30: Dinner and parties at the student nations.

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**MORE INFORMATION**

Read more about Uppsala on www.destinationuppsala.se or more about the nations on www.nationsguiden.se
Your Department = Your Workplace

The university may seem rather large and difficult to get an overview of, but it is the department that becomes your actual workplace. A department is a unit within the university where your classes and research take place within one subject, for example the Department of Mathematics, the Department of English, the Department of History, etc. It is the department that registers you when the programme or course begins. At the department you will find lecturers, study counsellors, course secretaries, director of studies, head of the department. This is where your instructions, lessons, some administrative services and any laboratories are held.

Those that follow a longer programme can usually be expected to take several courses from other departments but usually have a “home” department in charge of the whole programme. Our departments are found in several different places in Uppsala and virtually all of them have their own homepage from the www.uu.se homepage domain. Many departments work together in the same research and educational centres also called campus areas. Examples include Ekonomikum (business studies, economics, statistics, and more), Ångström Laboratory (technical, engineering, physics, chemistry and much more), Uppsala Biomedical Centre, mostly known as BMC (medical and pharmaceutical studies plus others).

Teaching Methods
Higher education at Swedish universities is mainly based on the tradition that students take responsibility for their own studies with the support of the teaching faculty. The academic environment is informal and interactive. Teaching is problem-based and carried out in different forms: lectures, seminars, group work, laboratory work, independent study, etc.

Every degree programme and individual course has a syllabus that describes the learning outcomes and the content, the number of credits, learning activities, entry requirements, forms of assessment, grading system, organisation of the programme content and course requirements. These requirements are pre-determined and adopted by the faculty board in charge of the course.

Disciplinary Procedures for Plagiarism, Cheating and Obstruction
Students are expected to uphold the standards of academic honesty at Uppsala University. Plagiarism and cheating are treated very seriously. Invigilators at the examinations will check on students and proved or suspected cheating will be reported to a Disciplinary Committee. At the hearing, a student may receive a warning or, at worst, be suspended from classes and other university activity for a period of time.

This is the same procedure for suspected plagiarism, i.e. copying parts of someone else’s essay or publication and presenting it as your own; plagiarism. Plagiarism is generally defined as using someone else’s text or idea without a clear reference to the original source. If you are unsure about...
Students Services

Internet and Student Portal with a Student Account

Uppsala University has a variety of student services collected in one place: The Student Portal – “The Home Portal for Students of Uppsala University”. This may be the only way your department informs you of any changes or news.

The Student Portal offers access to your course and programme pages, study results, e-transcripts, information from the student union, your own file area, webmail and more! For certain courses, registration is available here plus exam registration and the division of study groups within a course. To be able to use the Student Portal, you must have a student account from UpUnet-S.

Students registered on a course can apply for a student account to access Internet and useful student information from the Student Portal (if you are not admitted or registered for a course, see Computers and Internet Access, pages 54–55 for other options). Admission to a course or a programme is the first requirement and the first step but also a registration is needed on a course or the first course of your programme, in order for your account to be activated.

Some departments want you to register to the course by logging into the Student Portal using a temporary student account usually connected to the national admissions system. This does not always work automatically especially for international students and in this case you must manu-

how to correctly cite sources in academic writing, be sure to consult your teacher or advisor to avoid any misunderstandings.

Students may be required to submit their essays to Urkund, a computer program that is used to detect plagiarism. Violation of any of the exam rules, i.e. the use of unapproved materials, continued reprimands, disregard for instructions and the like, can also lead to a report to the Disciplinary Committee.

Student Register (Uppdok)
The student registration system Uppdok contains the following information about bachelor and master students: name and civic registration number, general eligibility for university studies, admission to courses/programs, registration (presence) on every course each term, credits taken and degrees. The following regards doctoral students: name and civic registration number, basic degrees, admission to postgraduate studies, supervisor, courses achieved, degree of research activity, licentiate essay, doctoral thesis and postgraduate degrees.

All bachelor and master students, who have an account on Upunet-S, the student computer network for Uppsala University, get a message to their personal e-mail address each time any result from an examination has been registered in Uppdok. If you need an official transcript of record, the departments or the Student Services can be of help.

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If you have questions concerning your studies, feel free to discuss them with our study and career counsellors.

International Office
Uppsala University has student exchange agreements with more than 550 Universities in 50 countries around the world. The International Office is responsible for some of the incoming formal exchange students. Some departments have direct exchange agreements and therefore most incoming formal exchange students need to turn to their department for information. The International Office is also responsible for information to prospective exchange students. To find out if your university has an exchange agreement with Uppsala University you can contact the International Office. If there is no such agreement you can always contact the Student Services, who can answer any more questions you may have.

Special information for formal exchange students is presented in the end of this guide. Special arrangements have been made for formal exchange students because of the agreements signed between the home university and Uppsala University.

Student Unions
Many of your questions may not be directly related to your studies; housing, getting to know other students, your rights and obligations, and many more. You can turn to a special International Officer at the Uppsala Student Union for advice in these matters. For doctoral students there is a Doctoral Board and a Doctoral Ombudsman. Read more about the Student Unions on page 24.

Your Rights
There are several different laws that regulate your study situation which you may come in contact with as a student. The university has also set up its own guidelines and plans concerning the study environment. Among other guidelines, there are Student Working Conditions and a plan for diversity at the university.

Here is an assortment of different regulations and guidelines that a student may come in contact with. Some of them are only available in Swedish but they will be translated into English in due time. For the full list of Goals and regulations at Uppsala University see regler.uu.se.

Student Working Conditions
In the Guidelines for Student Working Conditions, sometimes also referred to as the list of student rights, are listed the demands you can make on your physical and psychosocial environment, course plans and schedules, student influence and educational instructions, among other things.

Discrimination Act and Equal Treatment of Students
At Uppsala University no one shall be discriminated against because of gender, ethnicity, sexual orientation, disability, religion or other beliefs, age, or transgender identity and expression. This is regulated in the Discrimination Act. The university has also implemented a plan of action for equal treatment of students, The Equal Treatment Plan (only available in Swedish). This plan is based on the areas of equality, accessibility and diversity.

Ombudsman for Grading Issues
Any student can turn to a betygombudsman – an ombudsman for grading issues, if they believe that they have received the wrong mark or that the examination has been executed poorly or unfairly.

Diversity
Creating meeting places for students and staff with different ethnic and religious backgrounds is a way to increase creativity in the university environment. This is stated in Uppsala University’s Diversity Plan (only available in Swedish) which both students and staff are obliged to follow. In the plan it is stated, among other contributions, that the university must enhance diversity. The plan for broadened recruitment is a tool to achieve this goal also.

Gender Equality
The study environment at Uppsala University should be welcoming for both men and women. This is one of the foremost points in the university’s gender equality work. There is also a plan of action for gender equality.

Equality Regarding Sexual Orientation and Sexual Identity
The Equality Plan with regards to sexual orientation and sexual identity for Uppsala

Student Services
Your Contact person at the department is most likely the key person to begin finding answers to your many questions, but everyone is welcome to send an e-mail to, call or visit the Student Services at S:t Olofsgatan 10B. The Student Services can point you in the right direction if you have not already located your contact person. Other services are provided here too.

Study and Career Counselling
Located in the same office as the Student Services, the study and career counsellors are available to anyone interested in studying at the university. You are also welcome to contact the study counsellors at the department of your specific field of study.

Equality Regarding Sexual Orientation and Sexual Identity
The Equality Plan with regards to sexual orientation and sexual identity for Uppsala
University is a lead into making sure the university is a well functioning work and study environment for all employees and students, regardless of sexual orientation or sexual identity. The Equality Plan describes how the equality work must be integrated in all functions and at all levels of the university.

**Accessibility**

People with disabilities at Uppsala University should be able to work and study with equal opportunities. The Accessibility Plan (only available in Swedish) describes what Uppsala University must do to increase physical accessibility in university buildings and classrooms and to improve the reception of persons with disabilities.

**Influence Your Studies**

As a student of Uppsala University, you are in the centre of the university’s activities. What you get out of your studies is very much up to you, but is an important matter for the university as well. According to the Swedish Higher Education Ordinance, which governs all higher education in Sweden, all students have a right to be represented in the working and decision making committees of the university. Students are considered co-workers of the university whose opinions, involvement and responsibility are an important factor in order for the university to be able to offer high quality education. The student unions, student committees and you as an individual student have an important task when it comes to participation in the quality and development of the programmes and courses. For example, after every course a course review enquiry is handed out to all the participants and is used as an important instrument in the further development of the course content for the next participants.

The university as a whole has adopted many guidelines and policies for your working environment here at the university. In them are issues important to employees and students but also to the university. All of these documents have been worked on together with the student union representatives and staff members. They are available on the homepage or through the Student Services. The student union has several officers in charge of different issues. Contact them or get involved yourself. (See more about the Student Union on page 24.)

**Students with Disabilities**

Students with disabilities who have enrolled in higher education will receive forms of support that are directly related to their education according to need. A disability coordinator with specific responsibility for disability issues is available to students with disabilities at Uppsala University.

Students with disabilities are recommended to make contact with the disability coordinator in order to discuss their need of support as soon as possible.

Formal exchange students are recommended to discuss their needs with their Contact person at Uppsala University no later than at the time of application. Students who come through the Erasmus or Nordplus exchange programmes should seek extra scholarships to cover the costs for particular support. Among the forms of support which may be considered for students with disabilities may be mentioned:

- note-taking help
- course literature in alternative formats such as talking books
- sign language interpretation (Swedish sign language)
- mentors
- modification of regulations surrounding exams, such as extended time for written exams
- special help from the University Library

There are things that you must arrange for yourself e.g. if you need any kind of personal assistance or if you need transportation as student housing often is at a distance from...
Studying at Swedish universities is free of charge for most student and in general international students finance their own living costs and other expenses while studying in Sweden. However there is a tuition fee and application fee for students who are not citizens of the EU, EEA or Switzerland. Uppsala University offers a few scholarships to cover the whole or part of the tuition fee. The Swedish Institute also administers scholarships, www.studyinsweden.se/scholarships. More information about fees and scholarships see www.uu.se/education.

Living in Sweden is quite expensive. One of the conditions for being granted a residence permit for studies by the Swedish Migration Board (Migrationsverket) is that you must prove that you will have enough money to cover your whole stay in Sweden. The minimum sum required by the Swedish Migration Board at present is SEK 7,300 per month, for at least 10 months of the year if you plan to study for a full year. Students from EU/EEA countries do not have to prove that they have SEK 7,300 per month at their disposal, but have to sign a document stating that they can support themselves in Sweden. This sum however is the absolute minimum amount on which you can support yourself. The swedish student loan for example is about SEK 8,200. (See also Employment, Employability and Work Opportunities on page 42.)

Please note that you will have to cover some extra expenses (text books etc) during the first months of every semester. Even if clothes are expensive in Sweden it is recommended that you buy winter clothes here because it might be hard to know what to get beforehand. You will need winter clothes from October–November to March.

### Your Finances

Studying at Swedish universities is free of charge for most student and in general international students finance their own living costs and other expenses while studying in Sweden. However there is a tuition fee and application fee for students who are not citizens of the EU, EEA or Switzerland. Uppsala University offers a few scholarships to cover the whole or part of the tuition fee. The Swedish Institute also administers scholarships, www.studyinsweden.se/scholarships. More information about fees and scholarships see www.uu.se/education.

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### A FEASIBLE BUDGET

Below you can find an example of a feasible budget per month and a list of some food products and prices.

<table>
<thead>
<tr>
<th>Item</th>
<th>SEK/Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food (home meals)</td>
<td>1,600</td>
</tr>
<tr>
<td>Accommodation</td>
<td>3,100</td>
</tr>
<tr>
<td>Student fees, books</td>
<td>750</td>
</tr>
<tr>
<td>Telephone, TV, newspaper</td>
<td>500</td>
</tr>
<tr>
<td>Medical care, hygiene</td>
<td>400</td>
</tr>
<tr>
<td>Clothing</td>
<td>550</td>
</tr>
<tr>
<td>Local travel, hobbies, leisure</td>
<td>400</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>SEK 7,300</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>SEK (kr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milk</td>
<td>8 kr/liter</td>
</tr>
<tr>
<td>Bread</td>
<td>15–25 kr/loaf</td>
</tr>
<tr>
<td>Margarine</td>
<td>15–18 kr/600 gr</td>
</tr>
<tr>
<td>Cheese</td>
<td>60–90 kr/kg</td>
</tr>
<tr>
<td>Beef</td>
<td>100–200 kr/kg</td>
</tr>
<tr>
<td>Chicken</td>
<td>50–80 kr/kg</td>
</tr>
<tr>
<td>Eggs</td>
<td>18–30 kr/kg</td>
</tr>
<tr>
<td>Rice</td>
<td>18 kr/kg</td>
</tr>
<tr>
<td>Cigarettes</td>
<td>49 kr/packet</td>
</tr>
<tr>
<td>Newspaper</td>
<td>10 kr</td>
</tr>
<tr>
<td>Wine</td>
<td>50–70 kr/ 75 cl bottle</td>
</tr>
<tr>
<td>Beer in a liquor store</td>
<td>10–12 kr/33 cl</td>
</tr>
<tr>
<td>Cinema</td>
<td>100 kr</td>
</tr>
</tbody>
</table>

### Banks

Here you will find a description of what banks can be found, and what services they have for international students. It is strongly recommended to pay a little extra for an account with Internet access, since Internet banking is common in Sweden and it is a very convenient way to pay your bills. If you are eligible for a civic registration number, it is required that you get it first and then open an account. All banks are closed on Saturdays and Sundays. Some shops agree to let you withdraw some money in cash if you pay your purchase with a credit card.

When opening a bank account please bring:
- Passport
- Acceptance letter (original)
- Housing contract
- Residence permit
- Civic registration number/Tax file number

### SEB

To open an account with SEB you need to prove that you are staying for longer than 6 months. You do not need to have a civic registration number/tax file number. Their Internet banking service is also in English.

Kungsängsgatan 7, close to Stora Torget.

#### MORE INFORMATION

If you need further information please contact the disability coordinator at Uppsala University, e-mail to samordnare@uadm.uu.se. You can also find more information about studying with disabilities at the Swedish national website: www.studeramedfunktionshinder.nu
Nordea
To open an account with Nordea you need to prove that you are staying for longer than 6 months. You do not need to have a civic registration number/tax file number. *Stora Torget 7, on the main square.*

Swedbank
To open an account at Swedbank you will need to prove that you are staying longer than 12 months. Their Internet banking service is also in English. *Stora Torget, on the main square.*

Transferring Money
The easiest way is to have a CIRUS or Maestro connected cash card so that you can withdraw money directly from your home account to an ATM in Sweden. That way you avoid paying money transfer fees. It will also be necessary to open an account in a Swedish bank in order to pay your bills without extra fees. Paying by bank or credit card is possible in most places. Bank machines for withdrawing cash money are also frequent in the city centre. Please note, personal cheques from abroad are not cashed at Swedish banks. A bank-to-bank cheque drawn on a Swedish bank is the best type of cheque. Travellers’ cheques may also be a practical way of getting money.

## PAYING YOUR BILLS

If you do not have a bank account with Internet access, Kassgir it allows you to pay your bills at local convenience stores more cheaply than at the bank office. You may also cash Plusgiro cheques through Kassgir it.

Some of the stores in Uppsala which offer Kassgir it services:

- **Anderssons Livsmat**
  Dragsbrunngatan 63, Uppsala
- **Willys**
  Välbarrvägen 3, Gottsunda
- **Ica Norby**
  Sveaporten 1, Uppsala
- **Johan Qvist Service AB**
  Klangs gränd 2, Uppsala
- **Kenneths spel & biluthyrning**
  Djursholmsgatan 55, Uppsala
- **Portalen livs & video**
  Portalgatan 13, Uppsala
- **S:t Pers spel & tobak**
  S:t Persgatan 7, Uppsala
- **Time**
  Dragsbrunngatan 15, Uppsala
- **Uppsala livs & video**
  Systiansgatan 17A, Uppsala
Scholarships

There are a number of donations made to Uppsala University for registered students that all full-time registered students can apply for. These scholarships are old donations that were given to the University dating back to the 1600’s, most of them from the 1800’s. Almost all of them have very specific eligibility requirements often reflecting Swedish society from that time period. These scholarships are meant as a complement to your budget since the amount of funds granted varies greatly. You can find more information about scholarships at the beginning of each term at the Student Services.

A small number of scholarships are available through the Swedish Institute in Stockholm, www.si.se. There are also special scholarships for students who are not citizens of the EU, EEA or Switzerland (see Your Finances page 38).

Employment, Employability, Work Opportunities

Because Swedish language skills are required by most employers – even for typical service positions – international students can not depend on finding extra work very easily. Some international students find extra work at the nations, in their restaurants or other positions there. Please note that working at the nations is meant as a fun voluntarily way to make friends and the pay will not be enough for you to live on. Uppsala is a typical student town with many students so these jobs fill up fast and can be very hard to find for those without Swedish language skills.

There are several ways full-time students can keep in touch with their future labour market. The university has extensive contacts with the public sector, private companies and organizations, often in connection with projects, internships, or the like. There are several Labour market- or contact days arranged and organized by student organizations and/or student groups. By joining these student organizations, you get first hand practical experience meeting companies and welcoming them to Uppsala University.

The Study Counsellors and Career Office can also provide feedback on CV’s and arranges an open seminar series on “how to get that job”. Most of the seminars are held in Swedish, however. Subscribe to their newsletter which includes tips from employers looking for students for projects, extra work, internships, etc. Some of the advertisements are from international employers and thus in English.

Citizens of EU/EEA countries and Switzerland are included in the free mobility, and do not need a work permit. Students who are citizens of non EU/EEA countries, but hold a valid residence permit, may work in Sweden. The studies must be at university or postgraduate level.

The Swedish Public Employment Service

All jobseekers are expected to use the self-service facilities, especially www.arbetsformedlingen.se, to search for jobs by region, sector or other links. Information is provided in several languages under the heading “Other languages”, but the vacancies are usually published in Swedish.

EURES network is a partnership between all of the public employment services in the European Economic Area (EEA), which supports free movement of workers, eures.europa.eu. EURES offers an international job database that lists thousands of vacancies that are readily available across Europe. The Swedish employment service advertises selected Swedish vacancies in this database, which is available on the EURES website. The site also contains information about the living and working conditions in Sweden and the other EEA countries. You can find information about labour markets, accommodation, comparability of qualifications, social security and many other topics. Another useful feature of the site is the direct links it provides to websites of different public employment services of the EEA.

MORE INFORMATION

The Swedish Migration Board, www.migrationsverket.se, is responsible for details on job openings and local recruitment. They can be visited in person on Bangårdsgatan 9, in front of the station.
Student Health and Sports

The Student Health Centre
The services provided by the Student Health Centre (Studenthälsan) deal only with study related problems and environmental medicine, not medical issues. Many students need support at times during their study period, with problems such as stress, performance anxiety, eating and sleeping disorders or lack of self esteem to mention a few. The Student Health Centre offers individual counselling and group therapy sessions. The centre also works with prevention, encouraging students to stay healthy and thus able to study. The staff consists of nurses, psychologists, counsellors, and a physician.

Note: The Student Health Centre is not an emergency ward, medical clinic or hospital. However, since the Swedish Health Care system can be tricky to navigate, you may turn to the Student Health Centre for advice and referrals. For opening hours, please consult the Student Health Centre brochure included in your welcoming package or www.sh.uu.se.

If you make an appointment at the Student Health Centre and do not show up or cancel the appointment, you will be charged full price anyway.

Exercising and Sports
Campus1477 is the Student Health Centre’s training section, with two large training facilities – Science Park and Blåsenhus. It’s run by Uppsala university and the Student Unions. Here you can work out in two modern gyms, play ball sports (i.e. football, volleyball, floorball, basketball, badminton) or take part in group training classes (i.e. aerobics, spinning, pilates, power yoga, kettlebells, box). Campus1477 also has rope and boulder climbing and a lightroom to compensate for light deficit during the dark season. Massage, physiotherapy and sauna also available. Student prices.

Most student nations also have various sports clubs. There are also several private gyms, check the yellow pages in the telephone book or www.eniro.se.

The University Chaplaincy and More
In Uppsala you can find several different churches and a mosque. For further information about the different alternatives please contact the University Chaplaincy at the Student Union, Övre Slottsgatan 7. The University Chaplaincy is open to individuals of all faiths and offers confidential counselling, please visit: www.uppsala.universitetskyrkan.se/english.
Insurance

Property Insurance
Even if you live in a student room, it is advisable to buy a property insurance policy. The housing company or the Student Nations owning the student housing do not cover theft, loss or damage to your personal belongings. Bicycles, probably your most valuable piece of property, have been known to get stolen in Uppsala.

Health Insurance

Insurance: Accidents Occurring on the University
All students at the university are covered by an accident insurance while on the university premises, and on their way to and from the university. Very specific definitions apply however. Claims can be made to the Legal, Financial and Administrative Services Agency (Kammarkollegiet) www.kammarkollegiet.se.

Medical Insurance for Nordic and EU/EEA Citizens
If you are covered by insurance from any of the EU/EEA countries, then you have access to public medical services in Sweden if you register beforehand at a social insurance office in your home country and obtain a European Health Insurance Card. You need to bring the EU-card with you when seeking medical or dental attention in Sweden.

Students that do not register with their social insurance office in their home country need to arrange their own insurance coverage. This is also best done in your home country. Medical treatment is expensive without any form of health insurance.

Nordic citizens can get by with a photo ID and present a home address from any of the Nordic countries, according to a special agreement between the Nordic countries.

Non-EU/EEA Citizens with a Residence Permit Valid for at Least 12 Months
As a visiting student, if you stay for one year or longer i.e. if you have a residence permit valid for at least one year—you are entitled to the same health benefits as Swedes, however, you must register at the Swedish Tax Agency as soon as you have a permanent address. (Refer to Civic registration at the beginning of this Guide for instructions.)

The application procedure can take some time but you will be fully covered if you need medical help and you can show that you have already applied for civic registration. Medical insurance does not cover your journey to Sweden or the time you spend in the country prior to applying for civic registration. Thus, to be fully covered, you will need some form of travel insurance.

Non-EU/EEA Citizens with a Residence Permit Valid Less Than 12 Months
If you have a visa or residence permit valid for a period of less than a year, then you are not able to register at The Swedish Tax Agency, and you do not have automatic access to health care. Currently Australia, Algeria, Chile, Israel and the province of Quebec in Canada have some health agreements with Sweden, but each with very different conditions; some exclude students. To find out whether your country has such an agreement and what it covers, you should contact your local Social Insurance Office in your home country, or visit the Swedish Social Insurance Office (Försäkringskassan) for information, www.forsakringskassan.se.

Students who are not covered by any of these agreements must arrange their own insurance coverage. In Sweden, medical treatment is very expensive without any form of insurance. Expect a starting cost of SEK 2,800 if you visit the emergency ward during the day, or SEK 6,200 if you have to visit them sometime during the night. Private insurance that can be purchased in Sweden can be found at Studentförsäkringar: www.studentforsakring.se.

Special information for formal exchange students pages 59–63.
Health Care in Sweden

Getting sick is no fun, but this guide can help you to figure out where to go to get better fast.

24-hour Telephone Hotline for Medical Advice (Sjukvårdsrådgivningen)
In non-emergency situations, you can call 1177 to speak to a registered nurse for medical advice and a referral to the nearest clinic if your condition calls for care by a physician.

Local Health Clinics (Vårdcentralen)
The local health clinics are usually only open weekdays from 08:00-17:00 (8 a.m. to 5 p.m.).

"Nearby Emergency Care" (Närakuten)
Närakuten, Samariterhemmet, Dragarbrunnsgatan 70, phone: 1177 (press #5 for information in English) has opening hours on the weekends and evenings. This is the optimal first place to visit for non-emergency medical care.

Hospitals (Sjukhus)
For urgent medical care, you may need to visit the hospital. In Uppsala, the Uppsala Academic University Hospital (Akademiska Sjukhuset) is one of Sweden’s leading university hospitals and is centrally located just south of the castle. Phone: 018-611 00 00.

† EMERGENCIES
Emergencies or life-threatening situations. The phone number in Sweden for emergencies is 112.

Medication
Prescriptions and over-the-counter medicine are available at local pharmacies (Apotek). Over-the-counter medicine can also be found at larger grocery stores near the cashiers.

Pharmacies
Pharmacies are open during normal shopping hours, though some may be closed on weekends. Apoteket Linnéan at the hospital is open after hours.

Contact for pharmacy consultation:
0771-450 450. M–F 7–21, weekends 8–18.

Dental Care
There are several dental clinics in the city of Uppsala and Uppsala County, and they all have different phone numbers. Students can also turn to the Student Dental Service (Studenttandvården), Kungsgången 5B. For an appointment, call 018-10 54 67. Dental care can be rather expensive and standard medical insurance generally only covers necessary care. Consult your dentist or Swedish Social Insurance Office, Försäkringskassan, before treatment.

For more information see www.ftvuppsala.se/english.

† EMERGENCY CARE FEES
Everyone must be able to bring payment to the clinic for these typical basic fees. Basic fees and much higher fees will be charged for those without a civic registration number.

Emergency care: Fee:
Academic hospital Uppsala and General hospital in Enköping 300 kr
Uppsala “Nearby Emergency Care” (närakut)
physician consultation 200 kr
nurse consultation 80 kr
X-rays 80 kr

Physician consultation at the local clinic 140 kr; some specialists 230 kr.
If you have to stay in the hospital expect to pay 80 kr per overnight. If you are under age 20, you pay half the fee.

† PHARMACIES
Some of the pharmacies in central locations and near student housing areas:

Apoteket Hjärtat Skolgatan 33B
Apoteket Kronan Svartbäcksgatan 8
Vårdapoteket Akademiska sjukhuset Ingång 70 (Open 9–21 every day)
Kronans Droghandel Affärshuset Kvarnen Vaksalagatan 30
Apoteket Hjärtat Västertorg 5B
Apoteket Uplands Vapen Svavagallerian
Improve your Swedish or English or Both!

Swedish-English Dictionary Online
Spoken English is easily used in contact with people in Sweden but almost all of the written information including maps, Internet resources, and advertisements in the newspaper or on bulletin boards will need to be translated from Swedish into English. Here are some online services but don’t forget the value of a good dictionary: http://lexin.nada.kth.se/sve-eng.html, http://www.tyda.se, www.ord.se. “Google-Translate this”, is useful too since you can put in a whole text and get it translated into another language. Some words, especially proper names, are overlooked in computer translations, however.

The Language Workshop
The Language Workshop offers all students help in developing this proficiency. You can make an appointment with one of the advisors at the Language Workshop. This appointment is free of charge and help is available in both Swedish and English. Visit their homepage for more details, www.nordiska.uu.se/sprakverkstaden.

English Lessons
The English Department of Uppsala University offers a part-time course for international students: Practical English: Oral and Written Production, 7.5 credits. This course is specifically aimed at foreign students enrolled at Uppsala University who need to improve their proficiency in English. The course focuses on developing the students’ oral and written proficiency. For details on how to apply contact the Department of English, studievagledare@engelska.uu.se.

Private educational companies can also offer tutoring in English or many other languages.

Swedish Lessons
Part-time beginner Swedish classes are not guaranteed to all international students. If there are any free places left over from the courses organized for the formal exchange students, other applications can be considered on a first-come, first-served basis with priority given to international master programme students. Contact the Department of Scandinavian Languages for details about how to apply, www.nordiska.uu.se.

If you have a civil registration number, you can turn to the Adult Education Centre of Uppsala (Komvux), to sign up for beginner Swedish classes. If you are not eligible for classes at the Adult Education Centre, you can turn to Folkuniversitetet. This is an adult educational association that offers a wide range of adult education, including instruction in a wide variety of languages but implement tuition fees. For details visit: www.folkuniversitetet.se.

Advanced courses in Swedish are offered at the Department of Scandinavian Languages, www.nordiska.uu.se. Nordic applicants are normally eligible to study in Swedish but it is recommended to attend part-time courses or one full-time term of study in Swedish depending on your Nordic language background.
Transportation

Biking
Biking is a very common means of transportation in Uppsala. Check the yellow pages in the local phone book (www.eniro.se) for bike shops as well as the local paper, UNT (Uppsala Nya Tidning). You should also check the student union notice board.

The average price for a second hand bike is about SEK 600–1,000. Be careful when buying second hand bikes from flea markets, as these might be stolen property and/or may not be in good condition and you will need to pay for repairs.

NOTE: Make sure you understand what the different traffic signs mean. It is not allowed to bike in pedestrian streets or the Town Square (Stora Torget). Lights and reflectors are required by law. Fines apply for not keeping lights on while biking in the dark. The municipality of Uppsala has created an information brochure that you can have a look at by typing cyklist at www.uppsala.com you will find this guide in both English and Swedish.

Driving
Sweden, like most European countries, has right hand traffic. In Sweden you have to be 18 and hold a driver’s license to drive a car. You must have the license with you whenever you drive. You can use a foreign driver’s license for a year in Sweden. Before the end of this one-year period, you can apply for a Swedish license. You apply at the County Administrative Board (Länsstyrelsen, körkortsaudelningen).

Buses
The bus center for local traffic in the city is mainly the train station at Kungsatan. The buses run from approx 06:30 to 24:00. You can buy various bus cards at the Central Station and at Pressbyrán kiosks. You must pay a deposit of SEK 75 for the bus cards.

Bus fares:
- Value card (värdekort) SEK 15 per ride.
- Monthly card: SEK 350 with a student discount.
- Transfer and return trip within 90 minutes is free. You can also buy a ticket by sending a text message from your cell-phone. Write the letters UV in a message and send it to number 72 472. In a couple of seconds you will receive a digital ticket to show the driver. This costs SEK 20 and is charged to your cell phone operator. For more information you can visit the Uplands Lokaltrafik website at www.ul.se/en.

Taxis
Always use taxis with yellow signs on top of the car. To reach two of the bigger taxi-companies dial 018-100 000 (Uppsala Taxi) or 018-123 456 (Taxi Kurir). Tips are included in the fare. To and from the airport, ask for a fixed price. Payment with a credit card is allowed also.

Maps
Internet maps of Uppsala and Uppland County can be found at www.uppsala.to/en.

BIKE SHOPS

<table>
<thead>
<tr>
<th>Shop Name</th>
<th>Address</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Bliterna</td>
<td>Bolandsgatan 17, Phone: 077 520 00 00</td>
<td></td>
</tr>
<tr>
<td>Bodéns Cykel och Sport</td>
<td>Börjegatan 52, Phone: 018-13 19 63</td>
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<tr>
<td>Cykeltoppen</td>
<td>Sernanders väg 8 (Flogsta), Phone: 018-46 10 90</td>
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<tr>
<td>Cykel- &amp; Skidstället</td>
<td>Svartråksgatan 20, Phone: 018-13 87 40</td>
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<tr>
<td>Cykel Viktor</td>
<td>Svartråksgatan 25, Phone: 018-10 10 19</td>
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<tr>
<td>Cykelringen</td>
<td>Kungsgatan 113, Phone: 018-69 61 80</td>
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<tr>
<td>Eriksbergs Cykel</td>
<td>Karlsrogatan 82, Phone: 018-53 87 70</td>
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<tr>
<td>Fahlhagens Cykel</td>
<td>Strandbodkilen 3, Phone: 018-13 76 77</td>
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<tr>
<td>Leffes Cykel</td>
<td>Sibyllegatan 9, Phone: 018-53 60 45</td>
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<tr>
<td>Stahléns Cykel</td>
<td>Väktargatan 26, Phone: 070-560 27 69</td>
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<tr>
<td>Tunabackar Cykel</td>
<td>Folkungsgatan 21, Phone: 018-24 56 80</td>
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Telephone, Internet and Newspapers

**Telephone**
There are normally no telephones in the student rooms or corridors. If you do not have a cellphone, you can make phone calls and send faxes from the student union. A sim card will be included in your welcome package when you arrive, for free. You can also buy a telecard of varying values that you can use on a landline.

Cell phone refill/prepaid cards (kontantkort) can be obtained at Aircall stores (in S:t Persgallerian and Forumgallerian) and Pressbyrán (several locations). Please note that the area code for Uppsala is 018-, which must be dialed before the local phone number if you use a cellphone. If you want a home phone or a cellphone of your own you have to contact the telephone company.

A number of new telephone companies have recently been established and the telephone market is constantly changing. Using cellphones is recommended.

The telephone country code for Sweden is 46. For international calls from Sweden, dial 00 and the country code.

**Electricity**
In Sweden, the current from wall outlets is 220 V, 50 cycles (Hz), rather than the 110 you may be familiar with at home. The outlets or plugs might also be different. Hence, in order to use electric razors, hair dryers, radio etc, you may have to use an adapter and/or converter. The cost for electricity is normally included in the room rent. However, electricity is not included if you rent an apartment. Travel adapter and similar equipment can be found at for example Teknikmagasinet, on Kungsängsgatan 1.

**Computers and Internet Access**
If for some reason you are not a registered student, perhaps you arrived too early to receive a student account or you are in between classes, you may still be in need of gaining Internet access without a student account (if you are already registered, see Internet and Student Portal with a Student Account on page 32).

You can access the Internet through a computer terminal at the following locations:
Stadsbiblioteket (City Library), Svartbäcksgatan 17. Drop in-Internet 15 min or book a time for 1 hour. Photo ID is required for a library card.
The Student Services has secured Internet access by submitting proper ID and signing in at the desk. S:t Olofsgatan 10B.
The Student Union, free use of computers. Café Barista, Svartbäcksgatan 14. Wireless Internet is free for customers if you have your own computer.

**Newspapers, Student Newspaper**
Foreign daily papers can be bought at Pressbyrán, Central Railway Station. Magazines and weeklies at any kiosk (tobaksaffär). A large selection of international press is available at Pressbyrán on S:t Persgatan 10. Many corridors subscribe to a daily Swedish newspaper and share the cost.

The student newspaper – ERGO – is published every three weeks and is usually sent to your home address and there you can find a column in English written by the International Officer of the student union.

**Shops**

**Pharmacies**
For information about pharmacies in Uppsala, see Health Care in Sweden, page 48.

**Post Offices**
The post offices in Sweden have been replaced by stores or petrol stations that have Postal services. Sending or picking up packages and parcels can be done at various places, usually grocery stores such as Systembolaget.

**SECOND HAND**
Myrorna, Systiomangsatan 16–18 & Kungsängsgatan 20
Sirius Loppmarknad, Sturegatan 5
Klädkammaren, Svartbäcksgatan 1
Kupan, Danmarksatan 20
Helping Hand, Kungsängsgatan 20
Bäckar små, Dragarbrunnsatan 18
Emmaus, Hjalmar Brantingsatan 1

**GETTING AROUND**

**Pharmacies**
For information about pharmacies in Uppsala, see Health Care in Sweden, page 48.

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as ICA Supermarket at Flogsta or petrol stations with long opening hours. Official postal boxes for sending pre-postage letters are yellow and are found on street corners.

A postal guide in English can be obtained from any postal service agent. Stamps can be bought at Pressbyrån stores and other stores responsible for package handling. They can also advise you of postage for letters weighing more than 100 grams.

Supermarkets
Supermarkets are open all week and usually open from 8 in the morning until 22:00 approximately. There are of course exceptions to this. Larger stores are open longer, and stores that are near student areas usually are open even later than that. ICA Supermarket food store in Flogsta, for example, is open 8:00–23:30 every day.

Laundry
There are laundry rooms in some of the buildings in every student area. Check with your corridor mates on how to use the facilities. The use of the laundry rooms is usually free of charge. Please consult your rental contract and its enclosures.

Restaurants
Each campus area plus several nations have restaurants and/or cafeterias that serve lunch at reasonable prices. Dagens Rätt means today’s special and is usually the cheapest. Check the yellow pages for other restaurants at www.eniro.se. Coat checking is usual for evening meals (approx SEK 10). Tips for the service are included in the price.

PUBLIC HOLIDAYS
You can be sure that stores and other public services will have limited opening hours on the following public holidays:

- Jan 1st, New Year’s Day (nyårdsdagen)
- Jan 6th Epiphany (trettondagen)
- Good Friday (långfredagen)
- Easter Monday (annandag påsk)
- May 1st (första maj)
- Ascension Day (the 39th day after Easter Sunday) (Kristi himmelfärdsdag)
- Whitsunday (pingstdagen)
- Midsummer’s Day (celebrated on the Saturday between the dates 20–26th June) (midsommardagen)
- All Saints’ Day (celebrated on the Saturday between Oct 31th and Nov 6th) (allhelgonadagen)
- Christmas Day (juldagen)
- Boxing Day (annandag jul)

Most State employees are also free on weekends, on Midsummer’s Eve, Christmas Eve and New Year’s Eve. All Sundays and holidays are marked in red on a Swedish calendar.

PUBLIC NOTARIES IN UPPSALA
La Fleur, Lars, Kungsängsgatan 17. 018-16 18 30
Wijk, Olof, Östra Ågatan 37. 018-15 76 80

TRAVEL AGENTS
Resia, Bangårdsgatan 5
Phone: 018-12 04 30
STA Travel, S:t Olofs gatan 11, (student travel)
Phone: 0771-47 48 50
Ticket, Östra Ågatan 33
Phone: 018-12 54 10
Kilroys travels, Bredgränd 3
Phone: 0771-54 57 69

BOOKSTORES
There are many online bookstores where you can buy course literature. One of the physical bookstores in Uppsala that primarily sells course literature is Studentbokhandeln. We list some more of them here, with their addresses.

Studentbokhandeln, Sysslomangs gatan 7
Akademibokhandeln Lundequistska (LundeQ), The Forum Galleria
Celsiusbokhandeln, Svartbäcksgatan 6
The Uppsala English Bookshop, S:t Olofs gatan 32

TOURIST OFFICE AND TRAVEL AGENCIES
Uppsala Tourism, Fyristorg 8
Phone: 018-727 48 00
E-mail: info@uppsalatourism.se
Web: www.uppsala.to/en
As a formal exchange student you may study at Uppsala University for one or two semesters only. Your studies here are non-award studies, i.e. they do not lead to a degree at Uppsala University.

Admission
For you to become a formal exchange student at Uppsala University your home university must have a valid exchange agreement with Uppsala University. If you are an international student coming to Uppsala University outside of an exchange programme (such as free mover, internship, master programmes etc) please see the general information in the pages before this part.

How to Apply
Students from universities with an official exchange agreement with Uppsala are welcome to apply for an exchange at Uppsala University. Students must be nominated by their home university. Uppsala University will not accept applications directly from students or without endorsement from the home university. For more information about the application process, see www.uu.se/exchange. Are you unsure about anything? Contact your coordinator at your home university, or one of the International Office staff on www.inter.uadm.uu.se. Your university will have its own deadlines for application. Uppsala University must have received your application no later than the 30th of April for the following autumn semester, or the 15th of October for the following spring semester.

Finances
The Swedish Migration Board requires that students can support themselves financially in order to receive a visa or residence permit or right of residency in Sweden. At the time of writing students must have financial re-
sources equivalent to SEK 7,300 per month. For more information see www.migrationsverket.se. Please note that there are no grants or scholarships offered by Uppsala University to cover the costs of staying in Sweden.

**Insurance**

Students are strongly recommended to purchase a comprehensive insurance policy in their home country. EU citizens should bring the European Health Insurance Card provided by their local authorities. Formal exchange students are also covered by an additional insurance policy taken by Uppsala University at the Legal, Financial and Administrative Service Agency, Kammarkollegiet, covering medical issues (not applicable to EU citizens/residents), accidental injury and assault, disability and death, liability and legal expenses at a level comparable to normal high Swedish standards. It should be noted that travel to and from Sweden in connection with your study period is not covered by the Kammarkollegiet insurance, nor are trips outside of Sweden during the study period. Insurance coverage for such travel must be purchased by students in their home country. Property insurance/theft is not included in the university insurance policy. The Uppsala Student Union offers a property insurance policy through an insurance company. Note: Even if you live in a student room, it is advisable to have a valid home and property insurance policy. The housing company or the student nations owning the student housing do not cover theft of or damage to your personal belongings. A copy of the Kammarkollegiet insurance conditions should be available at your home university and will be sent to admitted exchange students together with their admission letter.

Insurance coverage details can also be found on www.kammarkollegiet.se. Additional inquiries about this insurance should be directed to Kammarkollegiet via e-mail: forsinkring@kammarkollegiet.se.

**Banks**

Exchange students staying for less than six months will have difficulties opening a bank account. Paying bills can still be done through Kaspagiro as described on page 40. Exchange students who are staying for a longer period than 6 months can open bank accounts at, for example, Swedbank, Nordea and SEB. Bring your housing contract, letter of admission and passport. It is important to bring your letter of admissions in order to confirm that you will be in Sweden for more than 6 months. For information about transferring money and cash withdrawals see page 40.

**Learning the Languages**

**Courses Taught in English**

Exchange students studying within an official exchange programme usually study courses taught in English. These courses are listed in the catalogue “Courses Taught in English” available on www.uu.se/exchange. Please note that in order to study in English at Uppsala University you must have a high level of proficiency in English.

**Swedish Language Lessons**

Uppsala University offers courses in basic Swedish at different levels during the semester. The courses in basic Swedish consist of 48 hours of instruction (beginner’s, intermediate and advanced level) starting in mid-September and February and finishing in December and June respectively. Those who pass a final test receive academic credits for the course. Those who have met attendance requirements receive a certificate should they not wish to take the test or do not pass it. Students staying less than one semester are normally not eligible for the course. Application and registration for courses in basic Swedish offered during the semester will be made on arrival. The number of places in the course is restricted. Students required by their home university to study Swedish will be prioritised.

The course in basic Swedish at the beginner’s level will also be offered as an intensive course before the beginning of the autumn semester during August (60 hours of instruction). Students who wish to apply to this course will have to be prepared to arrive in late July. The application form can be downloaded from www.uu.se/exchange and must be received by May 30 at the latest. The number of places in the intensive course is limited. Students nominated under the Erasmus programme should contact their home institution to find out if they are eligible for an EILC grant.

Notification about admission will be sent by the end of June at the latest. Students with some prior knowledge of Swedish should not apply to the Swedish intensive course. There is no intensive course offered in January, before the Spring semester.
Applying for a Student Room

As a formal exchange student you should fill in a housing application form (HAF) which should be sent together with your exchange application to study in Uppsala. You will be able to indicate your preferred housing. This does not, however, mean that we can guarantee your preference due to the limited number of rooms. We reserve the right, in a few cases, to place a student in temporary housing until a regular student room is available.

The housing application form must be filled in correctly, printed, signed and returned to the department which has admitted you or to the International Office if you have been admitted by this office. Your contact person at the department or the International Office will sign the form to verify that you are a formal exchange student before a room will be reserved for you by the Housing Office. Students may be able to access their rooms from early August even though the recommended arrival dates may be in late August.

If you plan to arrive and move in to your room before August 16, you must inform the Housing Office to see if this is possible. If so, a full month’s rent will be charged for August. Students must pay rent for the entire contract period. After the final room inspection you must take full responsibility for any extra costs, for example damages, damaged or missing furniture, inadequate cleaning and so forth. Failure to fulfill this commitment will be reported to department and home university.

Note: You will sign a regular rental contract with your landlord. This contract is legally binding.

Rent is paid ahead of the following month except for August and January where payment is accepted upon arrival.

Note, your room will be inspected before you leave! Your new address in Uppsala will be sent to you by e-mail before your arrival in Uppsala.

Arrival and Getting Settled

Your contact person at Uppsala University, normally the person who has signed your acceptance letter, will inform you about dates for recommended arrival. Please confirm your arrival with this person and you will get an update on enrolment and course start.

Your new address and important arrival information will be sent to you by email from the Housing Office a few weeks before your arrival. You have access and pay rent for your room from the 16th of August 2011 (for the autumn semester). Try to arrive on a weekday, during office hours to pick up the key for your room and to meet your contact person. Please note that the various housing companies have different opening hours.

If you need to arrive before the 16th of August (for the autumn semester) – please contact the Housing office at least 1 month before arrival. If you come on one of the recommended arrival days you will be able to take part in the orientation programme which the university arranges for new foreign students. If you want to ship luggage to Uppsala prior to your departure you can normally do so to your host department, or, in the case of exchanges dealt with by the International Office, to that office.
Addresses and Websites

The entire white and yellow pages for all of Sweden plus maps can be found on www.eniro.se or call 118 118. Searchable only in Swedish though.

University Services

Student Service Office
(Studerandeexpeditionen)
Uppsala University
Box 256, S:t Olofsgatan 10B
SE-751 05 Uppsala
Phone: 018-471 47 10, 018-471 47 20
E-mail: studentservice@uu.se
Web: www.uu.se/education

Student Health Services
(Studenthälsan)
Ubo, Övre Slottsgatan 7, 2nd floor,
SE-753 10 Uppsala
Phone: 018-15 50 50
Web: www.sh.uu.se

International Office
(Internationala kansliet)
Uppsala University
Box 256, S:t Olofsgatan 10A
SE-751 05 Uppsala
Web: www.uu.se/exchange

The University Chaplaincy
(Universitetskyrkan)
Övre Slottsgatan 7
SE-753 10 UPPSALA
Phone: 018-430 37 06
E-mail: info@studentprast.uu.se
Web: www.uppsala.universitetskyrkan.se/english

University Libraries

The University Library
Web: www.ub.uu.se/en

Biology Library
Norbyvägen 18 B
Phone: 018-471 64 34

Bläsenhus Library
Education, psychology and teacher training
von Kraemers allé 1
Phone: 018-471 24 10

BMC Library
Biomedicine, pharmacy, chemistry, nutrition and nursing
BMC, Husargatan 3, ingång A8 plan 2
Phone: 018-471 40 87

Library of Housing Research
Rådhustorget 1, Gävle
Phone: 026-420 65 65

Carolina Rediviva
Electronic publishing, Cultural heritage collections
Dag Hammarskjölds väg 1
Phone: 018-471 39 00

Carolina Library
Humanities, theology, and sociology
Carolina Rediviva
Dag Hammarskjölds väg 1
Phone: 018-471 39 49

Dag Hammarskjöld Library
Political science, peace and conflict research, international relations
Klostergatan 3
Phone: 018-471 33 50

Library for Economic Sciences
Business, economics, economic history, information science, social and economic geography, commercial law and statistics
Kyrkogårdsgatan 10
Phone: 018-471 14 60

Law Library
Klostergatan 3
Phone: 018-471 78 50

Karin Boye Library
Humanities, theology, and sociology
Thunbergsvägen 3H
Phone: 018-471 70 10

Medical Library
Uppsala University Hospital 61
Kunskapscentrum (Resource Centre)
Phone: 018-611 35 31

Earth Sciences Library
Geocentrum, Villavägen 16
Phone: 018-471 33 60

Image: Staffan Claesson
Student Unions and the Nations

Uppsala Student Union
(Uppsala studentkår)
Övre Slottsgatan 7
SE-753 10 Uppsala
Phone: 018-480 31 00
E-mail: reception@us.uu.se
Web: www.uppsalastudentkar.nu

The Pharmaceutical Student Union
(Farmaceutiska studentkåren)
Dag Hammarskjölds väg 16
Box 957, SE-751 09 Uppsala
Phone: 018-52 78 33
E-mail: iu@farmis.se
Web: www.farmis.se

Association of Engineering and Science Students
(Uppsala teknolog- och naturvetarkår)
Polacksbacken, Building 73 (UTH-gård)
SE-752 37 Uppsala
Phone: 018-57 25 20
E-mail: utn@utn.uu.se
Web: www.utn.uu.se

See presentation of the student nations on page 26.
Web: www.nationsguiden.se

Uppsala Local Authorities

The Swedish Tax Agency
(Skatteverket)
Kungälvsgatan 43
SE-751 87 Uppsala
Phone: 0771-567 567
E-mail: vasteras@skatteverket.se
Web: www.skatteverket.se

Police Office
Svarthällsgatan 49
Box 3007, SE-750 03 Uppsala
Phone: 114 14
E-mail: polismyndigheten.uppsala@polisen.se
Web: www.polisen.se/uppsala

General information about Sweden:
The Swedish Institute
(Svenska institutet)
Box 7434, SE-103 91 Stockholm
Web: www.StudyinSweden.se

Uppsala Local Office of the Swedish Migration Board
(Migrationsverket)
Bolandsgatan 10
SE-753 23 Uppsala
Phone: 010-485 82 82
Web: www.migrationsverket.se

The Swedish Migration Board
(Migrationsverket)
Headquarters
Box 6113, SE-601 70 Norrköping
Phone: 011-15 60 00
E-mail: migrationsverket@migrationsverket.se
Web: www.migrationsverket.se

The Social Insurance Office
(Försäkringskassan)
Svarthällsgatan 11
SE-751 88 Uppsala
Phone: 0771-524 300
Web: www.forsakringskassan.se