

## APPLICATION FORM FOR EXCHANGE STUDENTS AND GUEST STUDENTS

### C. UETQQN[ QWCTG'CRRN[ RPI 'VQ

Name of the school: \_\_\_\_\_

Field of study: \_\_\_\_\_

If you have contacted a professor at Aalto University, please give his/her name here: \_\_\_\_\_

### D. STUDENT CATEGORY YOU ARE APPLYING FOR

☐ Exchange student (Erasmus, NORDTEK, bilateral, ISEP, GE4, Magalhães/SMILE, other) \_\_\_\_\_

Name of the home university: \_\_\_\_\_

☐ Guest student

#### PERIOD

☐ Academic year (September - May) ☐ Autumn term (September – December) ☐ Spring term (January – May)

NB. If the period you wish to study in Aalto University differs from our academic terms please apply for a full academic year.

### E. PERSONAL DATA

1. Name \_\_\_\_\_

Family name(s)

Given name(s)

2. Nationality \_\_\_\_\_ 3. Sex ☐ male ☐ female

4. Country of birth \_\_\_\_\_ 5. Date of birth \_\_\_\_\_ (day/month/year)

6. Mother tongue \_\_\_\_\_

7. Current street address \_\_\_\_\_

Postal code and city \_\_\_\_\_ Country \_\_\_\_\_

Current address is valid until: \_\_\_\_\_ (day/month/year)

8. Permanent address (if different) \_\_\_\_\_

9. E-mail \_\_\_\_\_ Phone number + \_\_\_\_\_

10. Person and telephone number to contact in case of emergency: \_\_\_\_\_

### F. LANGUAGES

1. Language you will use in Aalto University ☐ Finnish ☐ Swedish ☐ English

2. Knowledge of English: How many years have you studied English \_\_\_\_\_

Note, English language certificate must be enclosed

3. Required for guest student applicants: ☐ TOEFL score/date (minimum 580/237/92) \_\_\_\_\_

☐ IELTS score/date (minimum 6.5) \_\_\_\_\_ ☐ CAE/CPE (A, B or C) score/date \_\_\_\_\_

4. Your proficiency in Finnish language: ☐ None ☐ Basic ☐ Intermediate ☐ Advanced

### FOR OFFICE USE ONLY

Puollamme määräaikaisen vierailuopiskelijaoikeuden myöntämistä:

☐ lukuvuosi ☐ syyslukukausi ☐ kevätlukukausi tutkintoohjelma: \_\_\_\_\_

Käsittelijä: \_\_\_\_\_

## G. EDUCATIONAL BACKGROUND

1. University you are attending (or you have attended) _____	
Name _____	
City, Country _____	From (day/month/year) - To (day/month/year) _____
Department/degree programme _____	
Major/minor subject _____	
Name of certificate or degree received (if any): _____ Date when received _____	
2. Have you studied in Aalto University (or HSE, TKK, TaiK) before <input type="checkbox"/> no <input type="checkbox"/> yes, when _____	
Student number _____	

## F. SIGNATURE

Date _____	Applicant's Signature _____
EXCHANGE STUDENTS: Please contact the programme coordinator at your home university before sending the application:	
APPROVAL OF THIS APPLICATION (Erasmus, NORDTEK, bilateral agreements, ISEP, GE4, Magalhães /SMILE) by the Coordinator AT THE HOME INSTITUTION (name, email, telephone, fax)	
_____	
_____	
Exchange Programme Coordinator's signature _____	Date _____

## DOCUMENTS REQUIRED

Please enclose the following documents

### EXCHANGE APPLICANTS

(Erasmus, NORDTEK, bilateral agreements, ISEP, GE4, Magalhães/SMILE)

1. Official transcript of your university records (in English or Swedish)
2. Preliminary study plan/Learning Agreement approved by the appropriate professor at the home institution
3. English language certificate: An official test report or a statement by an English language teacher stating that the exchange student has sufficient skills in English to study in the subject area.
4. Statement of Purpose / Motivation Letter
5. CV (Curriculum Vitae)

### GUEST STUDENT APPLICANTS

1. Officially (university registrar or notary) attested true copy of your Bachelor degree certificate. If the document is in a language other than English also an authorised translation in English, Finnish or Swedish
2. Official academic study transcript or officially (university registrar or notary) attested true copy. If the document is in a language other than English also an authorised translation in English, Finnish or Swedish.
3. Official language test report
4. Statement of Purpose / Motivation Letter
5. CV (Curriculum Vitae)
6. A list of the courses you intend to take

The use of forged documents will lead to a rejection of the application.
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### Deadlines for applications for the autumn term are:

- March 31** All applicants applying for the Department of Architecture. Please see the application procedure and form at <http://arkkitehtuuri.tkk.fi/engl/>
- April 15** Applicants from outside Europe (bilateral agreements with North America, South America, Asia, ISEP, GE4 and Magalhães/SMILE networks)
- May 15** Applicants from Europe (Erasmus, Nordplus/NORDTEK and bilateral agreements with Russia).

(Application deadline for the spring term, January – May, will be confirmed later.)

**Late or incomplete applications will not be handled after the deadlines.**

**Please check mailing address for applications from:**  
**[www.tkk.fi/en/prospective\\_students/exchange/apply](http://www.tkk.fi/en/prospective_students/exchange/apply)**