



Here is some important information for your stay. Please read it very carefully:

Congratulations, your institution has nominated you to come as an exchange student to Queen Maud University College (QMUC). You have been enrolled in **our programme Outdoor Play and Learning in Norwegian Early Childhood Education, 30 ECTS**.

Study Period

The semester starts on 24.01.2017 and ends 09.06.2017. You ought to arrive a couple of days before study start to settle in.

Curriculum

You will find the curriculum for programme here: <http://dmmh.no/media/dokumenter/fagplaner-2/2016-17/necec2100-necec2200-30ects-2016-17-rtf-publ.pdf> . You will receive the time table once your study starts..

Health and Travel Insurances

- You must have a valid health insurance for the duration of your travel and stay in Norway. As an EU/EEA citizen you must bring your European Health Insurance Card (formerly called E111) to benefit from our national health provisions.
- You must have a travel insurance as well. Copies of the insurance documents must be sent to International Coordinator at QMUC, asvm@dmmh.no .

Notice that travel insurances for students usually do not cover pregnancies. If you by any chance should be pregnant or suffer from deteriorating health before planned departure from your home institution, QMUC cannot accept you as a student here due to the responsibilities we are not prepared to take for your health and well-being under such circumstances.

Registration

If you have not already done it, you need to carefully fill in the registration form (make sure you include all your names written in your passport) and send it to me electronically as an attachment to an email to International Coordinator.

Arriving Trondheim

If you arrive on ordinary work days, we can arrange to pick you up at the airport, train or whatever other means of transportation takes you here. To enable us to do this, you need to give your travel details like:

- **Date and time of arrival and departure**
- **Flight number from where/train from where**
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NB: Please send me this information as soon as possible.

Residence permit

EU/EEA citizens do not need a residence permit for shorter visits up to 3 months/90 days. Since your course lasts longer, you have to register with the Norwegian Directorate of Immigration (UDI) online at the **Application Portal Norway** at this address: <http://selfservice.udi.no> . On your arrival in Trondheim you must have done this to be granted permission of residence more than 3 months (one day more than 90 days is more than 3 months). You have to book an appointment online to visit the police when you arrive in Trondheim here: https://www.politi.no/international/Tema_816.xhtml . You need to bring your passport and other relevant documents to show that you are an EU citizen.

Accommodation

Accommodation will be provided for; all students will be accommodated in their own room in one of the





Student Villages Moholt or Steinan. The monthly rent is from about NOK 3235,- to NOK 3565,- pluss NOK 415,- for electricity, and heating. Internet access is included. **Moholt is closer to QMUC.** You will share kitchen and bathroom with 2 (Steinan) or 3 (Moholt) other students. **Your flat mates might be males and/or females.**

Practical information on booking accommodation (I will inform you from what date you apply)

- Register to receive your contract at <http://www.boligtorget.no/sit/logon> . Apply for any single room but we recommend furnished rooms at Moholt or Steinan student village.
- Use the booking-code stated in this email. We ask you to do this as soon as possible. If you have any questions about this, contact SiT at bolig@sit.no.
- After you have done this a contract will be sent to you by e-mail as soon as possible. All necessary information regarding accommodation will be included in the contract.
- Please be aware of the starting date in the contract you will receive from SiT. Rent must be paid from this date, even if you choose to move in later.
- If your requested accommodation is not available you will be offered a different one.

Booking code:

Exchange DMMH spring semester	EXDS
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Contract / Deposit

All students have to pay a deposit of NOK 5000,- to the Student Village **within 5 days of receiving a contract and an invoice.** CHECK YOUR EMAILS REGULARLY SO YOU DON'T MISS OUT. THE AUTUMN SEMESTER IS THE HARDEST SEMESTER TO GET ACCOMMODATION. IF YOU DON'T PAY WITHIN THE TIME LIMIT YOU MIGHT LOSE YOUR ACCOMMODATION.

You have to pay the deposit to the bank account number found in the contract and sign the contract and fax it or scan it and send it to the contact person at the SiT-bolig (Student Village office). **Scroll down the contract – you will find text in Norwegian and in English.** If you leave your room clean and in the same state as you found it and pay all your bills, the deposit will be transferred to the bank account you inform the Student Village about.

Credit Card/Pay Card

Your national pay card cannot be used in Norway. **You need a VISA or MASTER card here.**

Telephone

It might be a good idea is to bring your own cell phone if you have one, and buy a SIM card in Norway.

Internet

There is Internet connection in every room. **You need a cable** to your laptop. You will find more information about the Student Villages here: <http://www.sit.no/english/>

Student Identity Card

As Erasmus+ Student and exchange student Bilateral Agreement (South Africa), you have the same rights as local students. An identity card/student card will be made here after your arrival. You need a student identity card from a Norwegian Higher Education Institution to get student reduction on public transportation.

Bus pass

Trondheim has a good public transportation system of buses that operate around the city. You can buy a bus pass for unlimited travels within a calendar month, or for the number of days you will be





staying here at a special price for students under 35 years of age. The card is called a Period ticket. You find more information here: https://www.atb.no/?lang=en_GB#/fares-guidelines/category293.html

Clothing and Climate

Trondheim has lots of weather; it changes many times a day. You need everything of seasonal clothes, from summer to winter. When you are doing your practical training in a kindergarten you will be spending quite some time outdoors and therefore need wind and rainproof clothes and warm clothes and shoes/boots. Here is an attempt at making a list of clothes you will need to be outdoors:

- Woollen jersey
- A woollen hat
- 2 pairs of gloves/mittens (you can buy more pairs here)
- A scarf
- Good water proof shoes with a rough sole pattern (avoid it being slippery)
- Warm and windproof jacket
- Long underpants/panty longs, preferably woollen (can buy here)
- Woollen undershirt (can buy here)
- Warm socks, preferably woollen
- Trousers and rain trousers

QMUC has extra clothes you can borrow. In additions, you can always buy things you need in Trondheim – we do have shops and have perhaps a wider range of this kind of clothes.

Rucksacks

You also need an ordinary «school» rucksack for short hikes/skiing trips/excursions.

You borrow pots & pans and bedding from QMUC

QMUC provides you with basic kitchen utensils like pots and pans and bed linen, a duvet, a pillow and a quilt. **You need your own towels, though.**

Queen Maud University College is looking forward to receiving you as a student. If you have any questions, please contact me.

Kind regards

Anne Sine van Marion

International Co-ordinator QMUC

