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Welcome to HAMK
Häme University of Applied Sciences
International Affairs Office

Version 2016-04
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WELCOME TO
HÄME UNIVERSITY OF APPLIED SCIENCES

Dear students and colleagues,

First of all, I would like to thank you for choosing Häme University of Applied Sciences (HAMK). The international perspective is a natural part of all our activities and we hope that you’ll find our environment highly international with a tolerant atmosphere. Alongside our Finnish students we have degree and exchange students from around 70 different countries. The international partner network has a significant role both in education and research.

The world around us is becoming more international and this brings new challenges for higher education and the world of work. We are now developing the content and methods of the education we provide for our students so that they are better prepared to meet the international competence requirements of the modern workplace. Behind the actions and numbers are we - students and staff members - who create the community and the atmosphere. Your stay with us will offer you a good opportunity to get to know new people from different cultures. Excellent personal international relationships created while you study with us will surely benefit you in your future career.

This is the beginning of an adventure that will enrich all aspects of your life and provide you with new multicultural experiences. Enjoy!

Sincerely,
Marja Räikkönen
Head of International Affairs
Congratulations on your choice and welcome to HAMK to study to become a professional of the future! We are already waiting for you here.

In the Student Union of Häme University of Applied Sciences (HAMKO) we are working in order to make your student life as good as possible. Information about us and our everyday life can be found from our website www.hamko.fi and from other channels. We also recommend you to join your study municipality’s Welcome to HAMK Facebook group.

We are here for you, and we’ll help you also in problematic situations as best we can. We’ll ensure that the students will be heard in the decision-making so that the studying would be pleasant and of a good quality. By joining the Student Union you’ll get the channel of influence. As a sign of the membership you’ll get the student card which gives you lots of benefits and discounts.

Our office is located in Hämeenlinna, Visamäki campus, C-building. Come and have a chat with us, or when we’re visiting other campuses on HAMKO on the Road tour.

I would like to sincerely welcome you to HAMK and I wish you the best time while studying here.

Welcome to HAMK!

Emma Kokkonen
President of the Student Union of Häme University of Applied Sciences (HAMKO)
You may be wondering what Finland is like. Who are these Finns and what are they like? How do they live, and what are they interested in? Covered with forests and fields, and pure and beautiful lakes and rivers that are completely frozen during winter time and glitter in the sun in the summer. The home of Santa Claus, Moomins, Jean Sibelius and Kimi Räikkönen, a place where you can see the midnight sun and feel the cold winter on your cheeks. These are the things perhaps most commonly said about Finland. And yes, Finland is all that, but it is also so much more. We recommend you to be inquisitive and open-minded – to go and experience it all. This way you will learn the most about us Finns and about this northern country – and maybe about yourself also.
Finland in Figures

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population</td>
<td>5.5 million</td>
</tr>
<tr>
<td>Average population density</td>
<td>18 inhabitants/sq km</td>
</tr>
<tr>
<td>Total area</td>
<td>338,144 sq km</td>
</tr>
<tr>
<td>Maximum length</td>
<td>1160 km</td>
</tr>
<tr>
<td>Maximum breadth</td>
<td>540 km</td>
</tr>
<tr>
<td>Capital</td>
<td>Helsinki (ca 630,000 inhabitants)</td>
</tr>
<tr>
<td>Official languages</td>
<td>Finnish (92%), Swedish (6%)</td>
</tr>
<tr>
<td>Form of government</td>
<td>Parliamentary republic since 1917</td>
</tr>
<tr>
<td>Head of State</td>
<td>President Sauli Niinistö (since March 2012)</td>
</tr>
<tr>
<td>Member of EU since</td>
<td>1995</td>
</tr>
<tr>
<td>Literacy level</td>
<td>100%</td>
</tr>
<tr>
<td>Religion</td>
<td>Evangelic-Lutheran 75%, Orthodox 1%</td>
</tr>
<tr>
<td>Currency</td>
<td>Euro, 1 euro = 100 cents</td>
</tr>
<tr>
<td>Time zone</td>
<td>GMT + 2 h</td>
</tr>
<tr>
<td>Number of reindeer</td>
<td>192,000</td>
</tr>
<tr>
<td>Number of mobile phone subscriptions</td>
<td>over 10 million</td>
</tr>
<tr>
<td>GDP per capita</td>
<td>€37,200</td>
</tr>
</tbody>
</table>

Climate
During the coldest winter months (January and February), the lowest temperatures can drop to even -25 — -30 degrees Celsius, but are generally around -10 degrees Celsius. During the warmest summer months (June, July, August), the temperatures can rise to +25 – +30 degrees Celsius, but are generally around +15 – +20 degrees Celsius.

Currency and Banks
The currency in Finland is euro (€) like in most of the Western European countries. The euro is divided into 100 cents. Please note that the 1 and 2 cent coins are not in use in Finland. The cash sum is rounded to the closest 5 cent value.

The exchange rate between the euro and other currencies changes from day to day. You can check the current exchange rates for example here: http://www.nordea.fi/About+Nordea/Exchange+rates/762614.html

Finnish banks are usually open on weekdays from 10.00 to 16.30. They are closed on Saturdays, Sundays, and public holidays. The word for bank in Finnish is “pankki”.

Here are some Finnish banks:
- Aktia
- Nordea
- Osuuspankki
- POP pankki
- Säästöpankki

Electricity
The voltage in electric power outlets in Finland is 230V. The plug type is continental European (CEE 7/16, CEE 7/17, CEE 7/4, CEE 7/7). If you plan to bring any electrical devices, such as mobile phone chargers, check to make sure they are compatible or bring an adapter. You can also buy adapters from the major department stores in Finland.
Transportation

**Buses**
There are different long-distance bus companies in Finland. Here are the most common ones: [https://www.matkahuolto.fi/en/](https://www.matkahuolto.fi/en/)  

There is usually a student discount for the bus ticket if you have a student union student card. An ISIC card or other international student card is not approved.

**Trains**

Note that you will get a 45-55% student discount when travelling on long-distance trains if you have a student union student card approved by VR. An ISIC card or other international student card is not approved by VR.

**Driving in Finland**
The traffic in Finland is right-sided. The general speed limit in Finland is 50 km/h in built-up areas and 80 km/h outside. Both limits are in force as long as no other speed limit is signposted. On major highways you can drive 100 km/h in the summer and 120 km/h on motorways. In the winter months, all vehicles **must** have winter tyres – preferably studded. In winter the general speed limit is reduced everywhere to 80 km/h.

Please note, that to drive a car in Finland you have to be at least 18 years old and you must have a valid driving license. Driving licenses issued in another EU or EEA Member State and interim driving licenses issued in the Nordic countries entitle their holders to operate motor vehicles in Finland in categories corresponding to the driving rights indicated on their licenses.

**Basic rules for driving in Finland:**
- Seat belt compulsory for everyone.
- Headlights compulsory at all times.
- Drunken driving and using mobile phone when driving are criminal offences.
- Unnecessary engine idling is prohibited.
- Direction indicators must be used.
- Consideration in use of the horn.

Persons residing permanently in a country that has signed the Geneva or Vienna Road Traffic Convention and who hold a national or international driving license or an official Finnish or Swedish translation of a foreign driving license are entitled to operate motor vehicles in Finland in categories corresponding to the driving rights indicated on their licenses. Read more about foreign driving licenses and their validity: [http://www.trafi.fi/en/road/i_have_a_driving_licence/can_i_drive_on_a_foreign_driving_licence_in_finland](http://www.trafi.fi/en/road/i_have_a_driving_licence/can_i_drive_on_a_foreign_driving_licence_in_finland)

Read more about obtaining the student card on page 18 in this guide.
Shopping and Cost of Living

It is very important to understand in advance how you will spend your budget during the academic year. Good financial planning is a key for success, and also a good habit that you can use for the rest of your life. It sounds easy, but budgeting for the first time can be challenging.

Some useful vocabulary
- Apartment = asunto
- Store = kauppa
- Bus station = linja-autoasema
- Train station = rautatieasema
- Cafeteria = ruokala
- Grocery store = ruokakauppa
- Health centre = terveyskeskus
- Pharmacy = apteekki
Currently, it is estimated that about €800/month is a more sufficient figure to cover living expenses in Finland.

A more accurate way to estimate your budget is to sit down and think about how and where you plan to spend your money. Keep in mind that most people underestimate their expenses.

Here are some basic budgeting ideas to consider:

• Determine your fixed costs per month (rent, utilities and health insurance payment) – please see the information under "Your Campus" to get a better understanding of your fixed costs and utilities in your study location.

• Estimate your variable expenses (food, clothing, and entertainment).

• In Finland, it is prohibited to keep sub-tenants without the prior agreement with the landlord.

For example: all students in Finland are entitled to state-subsidised hot meals at student cafeterias during the work days when cafeterias are open. The price per meal is around €2.55. Multiply that by 22 business days and you can estimate that eating in the cafeteria five days a week is about €56 per month. Then think about what you usually like to eat for breakfast, snacks, and dinner and during weekends. It is cheaper to cook your own meals than eat out. Is it your habit to buy a cup of coffee every day?

• Estimate your one-time expenses (security deposit for your student apartment, travel, electronics, books and other course materials).

• Do you plan to buy a computer in Finland? How about a mobile phone?

The word for a grocery store in Finnish is “kauppa,” but very often you can see a sign for K-Market, S-Market, Citymarket, Prisma or Lidl. There are very few specialty stores in Finland. Big supermarkets are the best place to buy everyday items that a student might need right at the beginning. On the next page there is a list of common groceries and other daily commodities with approximate prices.

Money Saving Tips in Finland

• If you already own winter clothing and shoes, bring them with you, so you do not have to invest money in buying them here.

• Stop buying on impulse. Before making a purchase, make sure you truly need it.

• Give up bad habits. You will be surprised how much money you can save by quitting smoking or not buying that cup of coffee every day before class.

• Stay true to your budget! Your friends may have more money to spend. It does not mean you do as well.

• Find bargains and look for clearance items. The word for “sale” in Finnish is “ale” or “tarjous.” Buy clothes, dishes and other household items from a second hand stores, in Finnish “kirpputori.”

• Read magazines in the libraries for free.

• Buy a pre-paid mobile phone.

• Obtain a student card to qualify for numerous student discounts.
**Fresh fruits and vegetables:**
- Lettuce (salaatti) €1/pc
- Tomatoes (tomaatti) €4/kg
- Apples (omena) €3 €/kg
- Bananas (banaani) €2/kg
- Oranges (appelsiini) €2/kg

**Basic foodstuff**
- Potatoes (peruna) €1/kg
- Rice (riisi) €3/kg
- Spaghetti (spagetti) €2/kg
- Wheat flour (vehnäjauho) €1.5 – 2/kg
- Ground coffee (suodatinkahvi) €4 – 5/ 0.5 kg
- Salt (suola) €0.6/kg
- Breakfast cereal (murot) €2/0.5 kg

**Meat etc.:**
- Ground beef (naudan jauhelihā) €3.5 – 4/0.4 kg
- Chicken meat (kananiha) €4 – 5/0.4 kg
- Eggs (kananmunaa) €1.5/6 pcs
- Pasta sauce (pastakastike) €2.5/can
- White bread (vaalea leipä) €1.5 – 3/loaf

**Beverages:**
- Milk (maito) €1 – 1.5/litre
- Orange juice (appelsiinimehu) €1.50/litre
- Soft drink/soda (virvoitusjuoma/limsa) €1.50/0.5 litre bottle

**Other items of interest:**
- Petrol E10/95E – €1.50– 1.60/litre
- Mattress for a single bed €50 – 100
- Movie ticket €7.50 to €15.50
- Big Mac Meal €6,70
- A cup of coffee at student cafeteria €1
- Local bus ticket (one way) approx. €3,5

**Here are some approximate prices of certain electronics in Finland:**
- Laptop computer €400 and up
- Mobile phone €40 and up
- Smart phone €100 and up
- Music CD €16 – 20
- DVD movie €20

A good way to understand the prices better, is to convert them to your own currency. Please visit: [http://www.xe.com/ucc/](http://www.xe.com/ucc/)

If you would like to buy any electronics, here are some store names to help you get started:
- Gigantti
- Expert
- Tekniset
You may be wondering what Finnish people are like. Well, Finns might at first seem a little bit reserved, shy or quiet since we don’t usually like to make a lot of noise about ourselves. However, most Finns are actually quite talkative and social and especially younger people speak good English.

Finns don’t do a lot of small talk, we tend to say what we mean and we really mean what we say. We also find interrupting another speaker very rude. A good example of the lack of small talk can be seen for example in the morning at the bus stop where there might be a lot of people going to school or work but they all stand at the bus stop by themselves quietly.

Even though Finns might come across as distant, don’t hesitate to start a conversation or ask if you need help – Finns are usually more than happy to give advice and even do small talk if needed.
**Tips for adapting to and experiment with the Finnish way of life:**

- Learn at least a little bit of Finnish, some basic greetings and politeness words, Finns will really appreciate it.
- Never come late to a meeting, Finns are punctual and expect you to be as well!
- Don’t interrupt when somebody is speaking, it is considered rude.
- Enjoy the surrounding nature. Go out to a park, a nearby forest or a lake. Ask a Finn to come along and tell more about; we’re very proud of our nature.
- Try Finnish foods, ask a Finnish friend to cook and present them to you. Finnish cuisine has some very original, sometimes odd looking, but delicious specialties.
- After a snowfall, get in warm clothes and go play in the snow. Afterwards enjoy a cup of hot mixed berries juice.
- Listen to Finnish pop music, both with English and Finnish lyrics. You may find some new favourites.
- Take off your shoes when you enter someone’s home.
- Try to catch a glimpse of the beautiful northern lights; they can be seen even in southern Finland.
- Try the sauna. You don’t need to be naked in the sauna, covering in a towel or wearing a swimsuit is ok for visitor.

**Did you know that...**

- there are more than 3 million saunas in Finland;
- Finns consume more coffee per person than any other nation in the world;
- *HIM, Nightwish, Sunrise Avenue and Poets of the Fall* are Finnish rock bands. Finland is also the home of such world class DJs as *Darude, Super8&Tab* and *Orkidea*;
- *Angry Birds* hatched and still nest in Finland (at *Rovio*); *Clash of the Clans* also started in Finland (by *Supercell*);
- Every fifth new elevator in the world is manufactured by Finnish *KONE corporation*.

*For more information about Finns and Finnish culture, visit [http://www.visitfinland.com](http://www.visitfinland.com)*
Culture Shock

It is very common to experience difficulties in adapting to the new environment especially in the beginning of your studies. At times you might feel homesick, frustrated, distressed or more tired than usual. You might get even pain and other physical symptoms. Don’t worry – these feelings are completely normal and are related to culture shock.

Culture shock is a sign that you are adapting to the new situation even though it might feel like a struggle. The most important thing is to give yourself enough time to adapt to the new situation. Talking about the feelings you are having is also important. Share your thoughts with a fellow student, tutor, other exchange students, teacher or international contact person, you will feel better!

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Finnish Language

Finnish is one of the two official languages of Finland (the other being Swedish) and it is not often considered as an easy language to learn. Yes, it is true that learning Finnish demands “sisu” but what language doesn’t?

### Finnish English

<table>
<thead>
<tr>
<th>Finnish</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moi/Hei!</td>
<td>Hello</td>
</tr>
<tr>
<td>Näkemiin!</td>
<td>Bye</td>
</tr>
<tr>
<td>Mitä kuuluu?</td>
<td>How are you?</td>
</tr>
<tr>
<td>Hyvää</td>
<td>Good</td>
</tr>
<tr>
<td>Kiitos!</td>
<td>Thank you</td>
</tr>
<tr>
<td>Ole hyvä</td>
<td>You’re welcome</td>
</tr>
<tr>
<td>Nähdään taas</td>
<td>See you</td>
</tr>
<tr>
<td>Puhutko suomea?</td>
<td>Do you speak Finnish?</td>
</tr>
<tr>
<td>Puhutko englantia?</td>
<td>Do you speak English?</td>
</tr>
<tr>
<td>Kylä/Joo</td>
<td>Yes</td>
</tr>
<tr>
<td>Ei</td>
<td>No</td>
</tr>
</tbody>
</table>

Learn Finnish online: [www.venla.info](http://www.venla.info)

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Sisu (noun)

a Finnish word for persistence and determination
3. IMMIGRATION ISSUES

You should treat all issues relating to your Finnish immigration with the appropriate seriousness. The consequences of violating your Finnish immigration status, which can be severe, are avoidable if you are properly informed.

All matters relating to immigration in Finland are administered through Finnish Immigration Service (Maahanmuuttoriasto). Please visit their website at www.migri.fi. The website provides immigration information in many different languages, processing times in days for student residence permits, appeal procedures, a flowchart for residence permit process with Finnish diplomatic missions abroad, and information about other immigration matters.

Visa and Residence Permit

**Registration of a right of residence for EU Citizens**
The citizens of the EU member states (as well as citizens of Liechtenstein and Switzerland) must register their right to reside in Finland in order to study in Finland for longer than three months. [https://www.politini.fi/licence_and_permit_for_foreigner/eu_the_european_union/registration_of_a_right_of_residence](https://www.politini.fi/licence_and_permit_for_foreigner/eu_the_european_union/registration_of_a_right_of_residence)

**Residence Permits for non-EU citizens**
A residence permit is required for students who are going to study in Finland for longer than three months (90 days). You might need a visa if your studies last less than 90 days. You can study for 90 days without a visa or residence permit if you are a citizen of a visa-free country. Check carefully the Finnish Immigration Service website: [http://www.migri.fi/studying_in_finland](http://www.migri.fi/studying_in_finland)

Registering for the Finnish ID Number

Please note that all foreign students staying in Finland over 3 months, need to register themselves at the local register office (maistraatti) or police station when they arrive in Finland to get an official Finnish ID number. All students need to fill in a personal data form after having received the Finnish ID number and return it to their own international contact person. This should be done during your first days in Finland. If you have any questions, please ask your international contact person for guidance.

Insurance

Please note that as an exchange student you are **not** included in HAMK’s insurance policy. You need to have your own insurance.
4. CHECKLIST BEFORE DEPARTURE TO FINLAND

What to pack?

- In addition to the regular items that students usually pack when they move abroad (clothes, shoes, personal items etc.), here are some other suggestions that you may consider helpful.
- Cash to help you get through the transportation from the airport and the first days at HAMK campus. You will also need some cash to be able to open a bank account.
- Passport size photographs of yourself and some photographs of your family.
- Warm clothes and shoes for the winter months, including winter boots, wool sweaters, a winter hat and warm gloves. You may, of course, purchase them here.
- A bath towel and sheets for the bed.
- Possible medicines and a plan on how to acquire refills.
- Any items (clothing, photos, etc.) that are part of your culture.
- An adapter, if you are planning to bring any electrical devices.

Checklist before departure

Make sure that you have taken care of the following before your departure:

- a valid passport and a visa or temporary residence permit (in case I need one) and read about Finland’s Aliens Act (www. migri.fi);
- visited HAMK general website, www.hamk.fi;
- read carefully this Welcome to HAMK guide;
- made a reasonable budget for my stay;
- read about culture shock and have thought about my potential feelings and reactions when encountering different climate conditions, customs, habits and codes of conduct;
- checked that my insurances (travel, health) are OK and I know what they cover;
- the basic vaccinations and that they are valid during my stay;
- the information concerning the entry requirements to Russia and Estonia in case I want to make a trip to St Petersburg or Tallinn (= a passport instead of a EU certified ID-card, also check the vaccinations and other health care issues);
- contacted my bank and found out about the options available for money transfer, ATM cards and traveller’s checks;
- returned the student card application form to HAMKO (the Student Union of HAMK) so that I can pick it up upon arrival (www.hamko.fi for more information);
- taken copies of my passport, visa, insurance and other official documents so that I have at least one copy in case I lose them / they disappear;
- checked the connecting transportation options from the airport / harbour / train station to my travel destination at HAMK;
- informed my HAMK international contact person about my arrival (date, time, flight / train number) and that I have his / her contact number in case of a change in plans / timetables.
Häme University of Applied Sciences (HAMK) is a multidisciplinary institution of higher education. HAMK has around 7000 students, 700 staff members, 23 bachelor-level degree programmes and 8 master-level degree programmes.

HAMK is situated centrally in the most populated area of the country, southern Finland, where about half of all Finns live. HAMK has units in seven locations within a 100 km area of range. These units specialise in specific areas, namely culture; natural resources and the environment; natural sciences; social sciences; business and administration; social services, health and sport; technology, communication and transport; and professional teacher education. We have around 700 foreign students on our campuses and most of them are foreign degree students studying at our degree programmes conducted in English. In addition to these students, we receive around 100 exchange students every year.
HAMK Glossary

Degree Student is a student who is studying for a complete degree at HAMK.

Exchange Student is a student who is studying at HAMK on a short exchange (usually for one semester).

Student Tutor is a current student who is trained to be a peer tutor for degree students.

International Tutor is a current student who is trained to be a peer tutor for exchange students.

International Contact Person is a member of HAMK degree programme staff, who is responsible for coordinating exchange student matters.

International Office is located in Hämeenlinna, the central office for all official international matters at HAMK.

Student Affairs Office is a place where you can get a Transcript of Records, a Study Certificate, a Study Certificate for train (VR) and bus (matkahuolto) travel services and a Meal Subsidy Card.

HAMKO is the Student Union of Häme University of Applied Sciences, www.hamko.fi
6. STUDYING AT HAMK

To this section we have gathered the most essential practical issues concerning your studies here at HAMK. Remember, that you can always ask for guidance from tutors, the international contact person or other HAMK staff members – we are happy to help you!

When the new exchange students arrive in Finland, their personal HAMK tutor is usually there to meet them for example at the bus or train station. Please, remember to inform you international contact person and tutor about your arrival well in advance! The tutors will guide you through your first days, and will instruct you on where and how to fill out any required applications and other paperwork (student card, study certificate, rental agreement, daily computing matters etc.). You can read more about our tutors and their tasks in “Peer tutor”-section.
Orientation for New Students

In every HAMK campus there is an orientation programme during the first days of your studies. You will be shown the campus area: library, cafeteria etc. and you’ll meet your international contact person and other staff members. You will also get all the needed registration forms. When filling in the paperwork you should have a photo of yourself with you (for a student card) and a certificate of approval to study at HAMK.

Peer Tutor

In HAMK, a peer tutor (or “tuutori” in Finnish) is more experienced current student trained by the Student Union of HAMK (HAMKO). Tutors’ duty is to offer reliable peer guidance, advice, and assistance to the newly arrived international exchange and degree students.

You can contact tutors prior to your arrival in a Welcome to HAMK Facebook group or by contacting the staff of your degree programme and asking them for the email address of your tutor.

The main tasks of tutors are to show the new students HAMK campus facilities and surrounding areas, and the facilities and personnel in the specific degree programme. They will also help the new students with any practical matters concerning their studies, curriculum and everyday life in Finland.

Tutors are a reliable information source and your first contact to HAMK. Tutors are sworn to confidentiality and they know where you can find the right service provided by HAMK or the Student Union in case you need help with more delicate matters such as health care, emotional support, study counselling, etc. We hope that all new students have an enjoyable experience in working with their own tutors.

You can find more information about tutoring in: www.hamko.fi/en/tutoring.

Contact info:
In case you have questions about tutoring or need additional information please contact the Student Union’s adviser Mr. Aleksi Kurvi, ohjaus@hamko.fi.
Student Card

The student card can be obtained by joining the Student Union of HAMK (HAMKO). As a sign of your membership, you’ll receive a student card that entitles you to receive all the student discounts and benefits in Finland, such as discounts from train tickets (-30%), long-distance buses (-50%), restaurants, online shopping, museum tickets and much more.

You can join the Student Union and order the student card online: www.hamko.fi/join.

After ordering the student card, it’s possible to download the Frank App to your mobile device and use it as a digital student card before the physical card has arrived from the print (www.frank.fi). Please note that you need to have a Finnish social security number in order to get the digital card. Digital card will be working after your student card order has been verified, which takes approximately 1-2 days.

For further information about the student card, benefits and the membership of the Student Union, please visit: www.hamko.fi/en.

Survival Kits for International Students

The Student Union rents out Survival Kits for international students studying at HAMK. The Survival Kit includes essential kitchen necessities and bedclothes. The Kit can be rented for one semester at a time. The price for Survival Kit is 100 EUR for members of the Student Union and 150 EUR for non-members. The refund of 40 EUR will be paid to your bank account when the Kit is returned in good condition.

Order the Survival Kit here: www.hamko.fi/survival-kit-order
Daily Computing Matters

Student username and password
At the beginning of your studies, you will get your own personal student username and password which you will use when logging into the school computers, intra-pages, Moodle and the school e-mail, for example.

E-mail Addresses
Students: firstname.lastname@student.hamk.fi
Staff: firstname.lastname@hamk.fi

Intra
The intra-pages are meant for all HAMK students and staff. After having received your username and password, you can navigate to the intra-pages by using the URL: intra.hamk.fi. You can ask the degree programme staff for guidance! Intra is mainly for degree students but there might be some useful information for exchange students as well.

Moodle
Moodle is a virtual learning environment operating on the Internet and it can be used from any computer with internet access. Some teachers use Moodle as an extra teaching tool to give instructions for assignments. You may also submit required assignments to your teacher in Moodle, and teachers can return comments of checked assignments to you through Moodle. You can access Moodle with your student username and password. You will also need a password to enroll on the courses in Moodle. The password will be given to you by the teachers.

Yammer
Alongside the student intra, HAMK uses Yammer to share information. Your own degree programme has a Yammer-group where you can follow important news and notifications concerning your studies. Once you have obtained the username and password, you can login to Yammer here: yammer.com/hamk.fi

There is also information for current students in the public HAMK website that requires no login: http://www.hamk.fi/english/students. You can easily and fast check useful information!

Registering for the Semester
All exchange students complete the Learning Agreement provided by HAMK. Based on the learning agreement, exchange students are registered for courses. This is done by HAMK personnel.
Meals

You can buy affordable food in HAMK’s student restaurants and cafes with a student card. The price for student meal is currently €2.60. Please find the opening hours of the HAMK restaurants in different campuses here: [http://www.hamk.fi/english/students/meals/Pages/default.aspx](http://www.hamk.fi/english/students/meals/Pages/default.aspx).

Please note that Finns tend to eat lunch quite early compared to other countries. Lunch time is normally between 11 – 12.30.

Student Wellbeing

To support student’s wellbeing, HAMK offers services of student well-being officer, student counselling psychologist and sports coordinator. They work in all HAMK’s campuses in cooperation with tutor teachers, study counsellors, nurses, pastors and everyone connected to student services.

Best way to contact student wellbeing staff is via email. Bookings can also be made via student counsellors or nurses.

Read more about student wellbeing in HAMK here: [http://www.hamk.fi/english/students/leisure-time-and-student-wellbeing/Pages/default.aspx](http://www.hamk.fi/english/students/leisure-time-and-student-wellbeing/Pages/default.aspx)

Student welfare officer
Jari Virtanen
tel. +358 40 7355 653
jari.virtanen(at)hamk.fi

Student counselling psychologist
Tiina Pihlajamäki
tel. +358 50 362 6689
tiina.pihalajamaki(at)hamk.fi
(leave of absence academic year 2016-2017)

Substitute student counselling psychologist
Anna-Liisa Liski
tel. +358 50 362 6689
anna-liisa.liski(at)hamk.fi

Coordinator of sports services
Maija Kerkola
tel. +358 50 5745939
maija.kerkola(at)hamk.fi
**General Rules and Guidelines**

- As in any other large organisation, HAMK has established certain rules and general guidelines to ensure that everyday life on campus is engaging and safe. The rules and guidelines are structured to promote:
  - a pleasant, safe, and efficient studying and working environment for both students and the personnel of HAMK;
  - the students’ awareness of the guidelines on ethical and professional behaviour;
  - the students’ readiness for work after graduation.

**Use of HAMK common areas and other facilities**

- Please remember to pick up after yourself and leave rooms and other areas in tidy and clean condition.
- Do not hesitate to ask, if you have any questions. HAMK personnel and tutors are always available to help.
- If you notice something that is out-of-order or if you identify a problem, please inform HAMK personnel as soon as possible so that they can take care of the problem.

**General Behaviour**

- Remember to be polite and exhibit good manners.
- Please take others into consideration when you are doing something.
- Please be punctual, follow the schedule and arrive at lectures and other official events on time.
- Please leave jackets and outdoor clothes on the coat racks.

**Please do not**

- disturb classes;
- eat or drink in the classrooms;
- litter;
- leave chewing gum anywhere else than in the trash bins;
- smoke inside the buildings or in front of the main doors - there are marked areas for smoking;
- cheat or communicate in an examination. Mobile phones must be turned off;
- plagiarise. It is strictly forbidden, and the consequences can be severe,

**Participation in courses**

- Please enrol on a course before the deadline. Enrolment for courses is binding.
- All lectures must be attended. In case you have to be absent from a lecture for any reason, please inform your lecturer.
- All assignments and group projects are included in the final assessment of your performance.
- Students are expected to be deeply involved in the classroom discussions and group projects in order to develop team work skills.
- Please make sure you meet all the required deadlines. Plan your work in advance to stay on schedule.
- Remember telephone ethics. All telephones must be switched off or put to silence mode during lectures. Note that answering telephone calls during lectures is prohibited.
- Feedback is very important, so that lectures and course content can be improved.

Please note that the rules and guidelines are for everyone.
## 7. YOUR CAMPUS

### HAMK Campus Locations

![Map of HAMK Campus Locations]

- **Evo**
- **Forssa**
- **Hämeenlinna**
- **Lepaa**
- **Mustiala**
- **Riihimäki**

### Distances Between Locations

<table>
<thead>
<tr>
<th></th>
<th>Evo</th>
<th>Forssa</th>
<th>Hämeenlinna</th>
<th>Lepaa</th>
<th>Mustiala</th>
<th>Riihimäki</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forssa</td>
<td>100</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Hämeenlinna</td>
<td>44</td>
<td>57</td>
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<td>Lepaa</td>
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<td>74</td>
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<tr>
<td>Mustiala</td>
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<tr>
<td>Riihimäki</td>
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<td>70</td>
<td>35</td>
<td>52</td>
<td>61</td>
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</tr>
<tr>
<td>Valkeakoski</td>
<td>73</td>
<td>73</td>
<td>47</td>
<td>49</td>
<td>68</td>
<td>81</td>
</tr>
</tbody>
</table>
Address:
Saarelantie 1,
16970 Evo

Degree Programmes:
Forestry (conducted in Finnish)

International Contact Person:
Ms Monna Alatalo
monna.alatalo(at)hamk.fi
Evo is a HAMK campus specialised in first-rate forestry know-how. There are about 1850 hectares of forests available for teaching and research purposes at Evo. Evo was founded in 1862 and was the first forest school in Finland. One of the founders was the famous A.G. Blomqvist, also called the father of Finnish forestry. The principal task of the school was to educate forest officers in the service of Finnish forestry, but some members of the teaching staff were also able to initiate forest research. Nowadays many things are based on the history and traditions of Evo, e.g. some sport competitions. The past is visible in the surroundings, too. The school building and the surrounding buildings are a mixture of old and new.

The Evo campus is situated in the village of Iso-Evo in Lammi. Lammi is a rural district and part of the city of Hämeenlinna, northwest from Lahti, and the closest place with a post office, banks and shops. In addition to the village, Lammi has two other village centres, Lieso and Mommila.

Lammi was mentioned for the first time in documents in 1374. It has been known for its flax cultivation and sahti (traditional Finnish rural beer) manufacturing for centuries. Lammi actually has a linen and sahti museum, a linen centre as well as a linen shop. Nowadays Lammi is also known for its cheese production, jellies and flowers. There are several educational centres in Lammi; the oldest is the EVO Forestry School, which is now a part of HAMK. Also e.g. the Biologic Research Centre of Helsinki University is situated in the municipality area.

Travelling to Evo
The most practical way to get to Evo is to come via Hämeenlinna. From Hämeenlinna there are several bus connections to Lammi (duration 30 – 40 minutes). There is also a direct bus connection from the Helsinki central bus station to Lammi, but it takes over three hours, so it is usually more practical to come via Hämeenlinna.

The easiest way to get from the airport to Hämeenlinna is by bus. From the Helsinki-Vantaa International Airport there are several bus connections daily to Hämeenlinna. The cost is around €12. Express buses to Hämeenlinna depart right outside terminals. The ticket can be purchased from the bus driver. Please note that you may have to change buses in Keimolanportti, about 10 minute drive from the airport. It is best to consult the driver about the possible change. For more information about the bus schedules and other information, please visit www.matkahuolto.fi.

Trains from Helsinki to Hämeenlinna
There is also a Finnair bus connection to the Helsinki railway station, (around €5) from where you can take a train to Hämeenlinna. (The duration is just over one hour, and the cost, ranging from €8 to €16, depends on the type of train. The seat ticket is included in the train ticket.) Please check the timetables from the web site of the bus company (www.matkahuolto.fi) and from the web site of Valtionrautatiet (VR, Finnish railways, www.vr.fi/eng.) You will have to transfer from the Hämeenlinna train station to Hämeenlinna central bus station (taking a taxi is the fastest option, there is also a bus connection between the two stations) in order to take a bus to Lammi.

Driving to Evo
When arriving by your own car, you should take the motorway E12 from Helsinki and you will reach Hämeenlinna directly. From Hämeenlinna you should take highway 10 towards Lahti, by following the highway you will reach the signs to Evo. If you have any questions or problems, you are welcome to contact your International Coordinator or International Tutor. Please see the contact information on the next page.

If you are planning to stay in Helsinki prior to your arrival in Hämeenlinna, you might have to use the public transportation in Helsinki to get around. Please visit www.hsl.fi/EN to see the timetables and other information.

Arriving in Evo
If you make prior arrangements with your international contact person and your international tutor, there will be someone to meet you at the Lammi/Hämeenlinna bus station in order to take you to your apartment and give
you the basic information needed when arriving in Evo and at HAMK. Please try to arrive on a weekday during office hours (8.00 – 16.00). If you arrive at other times, you should be prepared to stay in a hotel until the next weekday. If there are any changes to your travel plans, please inform your tutor as soon as possible.

**Transportation in Evo**
All places at Evo are within walking or cycling distance. Evo is located 20 km from Lammi. There are some bus connections (e.g. school buses for children), but generally transportation to Lammi is arranged by car pool (several persons share a car).

To call a taxi, dial 106 900 or +358 3 0100 2100 if calling from a mobile phone. Taxis are quite expensive in Finland, so you might want to try to share the taxi with someone if you have to use one.

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**Health Care in Evo**

**School nurse Ms Tuula Lehti**
- tel: +358 3 621 3944, e-mail: tuula.lehti(at)hameenlinna.fi
- available at Evo Campus on Thursdays every odd week.
- In acute cases health care services are available in the Lammi Health Centre or Kanta-Häme Central Hospital.

**The Lammi Health Centre**
- located in Evontie 33, 16900 Lammi
- appointments can be made during opening hours Mon-Fri 8.00 – 15.00, tel: +358 3 621 913
- Dental care is located at the Lammi Health Centre. To make an appointment, call +358 3 621 9100 (Mon-Fri 7.45 – 15.30)

**Pharmacy**
- The Lammi pharmacy is located in Mommilantie 3, tel: +358 3 633 2260.
- The pharmacy is open Monday – Friday 8.30 – 17.00 and 9.00 – 13.00 on Saturdays.
- Please note: pain medications are only available from pharmacies.

**Kanta-Häme Central Hospital**
- Ahvenistontie 20, Hämeenlinna, tel + 03 629 4500
- open 24/7
- acute cases only
Address:
Wahreninkatu 11
30100 Forssa

Degree Programmes:
Conducted in Finnish:
- Nursing
- Sustainable Development

International Contact Persons:
Ms Monna Alatalo
monna.alatalo(at)hamk.fi

Ms Kirsi Liimatainen
Kirsi.liimatainen(at)hamk.fi
Forssa is situated in the southwest of central Finland, which is the most populated area of Finland, only one hour from Helsinki, Tampere and Turku. There are about 19,000 inhabitants in Forssa and together with the surrounding municipalities Humppila, Jokioinen, Tammela and Ypäjä 36,000 inhabitants. Forssa is the administrative, commercial and service centre of this economic area.

The long history of Forssa began in 1847 when Swedish born Axel Wilhelm Wahren founded a spinning mill (kehräämö) by Loimijoki River. During industrialisation, the town grew and developed together with the mill. Beside the spinning mill, Wahren built apartments, a hospital, a library, a shop and a school. The textile industry was the largest employer until the late 1970s, in the 1980s the construction industry became the largest sector. Today, the food industry is the major employer.

The old spinning mill, however, is one of the most important sights in Forssa. The oldest buildings of the mill are from the 1840s and the youngest from the 1960s. The town of Forssa bought the mill from Finlayson Oy in 1988. Now, after renovating the area, the Forssa unit of HAMK has also moved to the area.

For people who like being outdoors, there are 3 nature paths with lighting, which serve as ski tracks in the wintertime. There are also unlit tracks of varying distance for cross-country skiing in the winter.

For more information about Forssa, please visit www.forssa.fi

**Travelling to Forssa**

Bus Connections from the Airport to Forssa

From the Helsinki-Vantaa International airport there are several bus connections to Forssa central bus station. Please check the timetables from the web site of Matkahuolto, www.matkahuolto.fi/en. Taking a bus is by far the easiest way to reach Forssa.

**Driving to Forssa**

When arriving by car, you should take the motorway E 12 from Helsinki and turn onto highway number 2 (on your right) to Forssa from the motorway. If you have any questions or problems, you are welcome to contact your degree programme personnel or Student/International Tutor.

**Hotel information in Forssa**

Scandic Forssa, Hämeentie 7, www.scandichotels.fi → Forssa

For active people, there are places such as the Feeniks sport centre and the schools’ sport halls. These are also available to hire for various exhibitions and celebrations. The ice-hockey and practice halls are also in active use. Athletics, baseball and football are played at the Lamminranta sports field and at other outside facilities.

The Waterpark Vesihelmi is a cheerful and popular place for exercising in water for the whole family. The diving platform, spring board, and water slides together with the whirlpools and massaging showers all contribute to an invigorating and enjoyable experience. The use of the exercise and body building gyms are also included in the entrance fee.

For tennis players, there are two outdoor courts. In Vieremä, there is an archery field, as well as tracks for throwing the hammer and shot putt.
1. HAMK Forssa
2. Student Apartments
3. Market place
4. Bus Terminal
5. Town Hall
6. Town Library
7. Church
8. Student-Residence
   Foundation Hops office
   (Realia Isännöinti Oy)
9. Citymarket
10. Prisma
11. Lidl
   Health Centre
   Hospital
About the campus area

There are four floors full of activities and studies in Kehräämö (the part of the spinning mill where HAMK is situated).

Kehräämö Building

1st floor/ground floor: degree programme in nursing and cafeteria
2nd floor: labs and facilities for the nursing programme
3rd floor: offices for staff and teachers, library, student affairs office, small auditorium and classrooms
4th floor: large auditorium and classrooms
Forssa’s Student House
Helsingintie 15

The student house is located within walking distance from the city centre and approximately 2 km from HAMK Campus area. The building was fully renovated in 2004, and there are 94 apartments in the complex. The apartment sizes vary between 29 m² to 76.5m².

The housing area includes a sauna, a laundry room and a drying room. In the laundry room you can use the washing machine and the dryer for free. When planning to do the laundry, you should make a reservation in the reservation book (mark the time and the number of your flat). All apartments have a fixed internet connection.

The rent (€220) includes all services, such as electricity, water, furniture, internet connection, and the right to use the laundry and sauna. Each student must pay a deposit of €250. The rental period is equal to the length of the exchange period. A bank transfer form will be given to the student upon signing the rental agreement. The student has one week to make the deposit payment. The deposit will be returned to the student if the apartment is left clean and tidy. If the apartment is left untidy, the deposit will be used for cleaning expenses.

Before the exchange student leaves to go back home, a representative from HAMK degree programme will check that each month’s rent has been paid.

All exchange students will pay a fee of €30 for a “Starter Kit” to include linens and kitchen supplies. The apartments for exchange students include basic furniture: bed with a mattress, a pillow and a blanket with linen, a desk in the bedroom and a dining table with chairs. The kitchen is equipped with some cooking utensils, cutlery, crockery and cleaning equipment.

We recommend that you go to a post-office and fill in the Change of Address form (osoitteenmuutos) to report your temporary address here in Finland. Your tutor will help you with this procedure. It is also a good idea to put a name tag on the letter box. That way you make sure that you receive all your letters!

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<table>
<thead>
<tr>
<th>Health Care in Forssa</th>
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<tbody>
<tr>
<td><strong>School Nurse</strong></td>
</tr>
<tr>
<td>- Students studying at HAMK in Forssa can visit the school nurse on Tuesdays 11.00 – 12.30 without making an appointment (this is for unexpected illnesses only). On other days, students have to make an appointment in the central health care centre.</td>
</tr>
<tr>
<td>- Telephone: +358 3 41912224 (call time for appointments is 9:00 – 10:00)</td>
</tr>
<tr>
<td>- Address: HAMK Wahreninkatu 11, 1st floor</td>
</tr>
</tbody>
</table>
HÄMEENLINNA (University Centre & Lahdensivu)

<table>
<thead>
<tr>
<th>Address (University Centre):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visamäentie 35 B</td>
</tr>
<tr>
<td>13100 Hämeenlinna</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address (Lahdensivu):</th>
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</thead>
<tbody>
<tr>
<td>Korkeakoulunkatu 3</td>
</tr>
<tr>
<td>13100 Hämeenlinna</td>
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</table>
### Degree Programmes and International Contact Persons in the University Centre

<table>
<thead>
<tr>
<th>Degree Programme</th>
<th>Contact Person</th>
</tr>
</thead>
</table>
| Biotechnology and Food Engineering                       | Ms. Tuija Pirttijärvi  
tuija.pirttijarvi (at) hamk.fi |
| Building and Construction Engineering                    | Ms. Niina Kovanen  
niina.kovanen (at) hamk.fi |
| Construction Engineering *(conducted in English)*       |                                                     |
| Construction Management                                  |                                                     |
| Business Administration                                  | Ms. Tarja Pääkkönen  
tarja.paakkonen (at) hamk.fi |
| Business Information Technology                          | Mr. Lasse Seppänen  
lasse.seppanen (at) hamk.fi |
| Design                                                   | Ms. Tarja Saari  
tarja.saari (at) hamk.fi |
| **Master’s degree programmes:**                          |                                                     |
| Bioeconomy Business Development                          | Ms. Riikka Kekäläinen-Alkio  
riikka.kekalainen-alkio (at) hamk.fi |
| Business Development                                     |                                                     |
| Business Management and Entrepreneurship *(in English)*  |                                                     |
| Construction and Environmental Engineering                |                                                     |
| Industrial Service Business                              |                                                     |
| Social and Health Care Development and Management *(in English and in Finnish)* |                                                     |
| Strategic Leading of Technology-based Business           |                                                     |
Hämeenlinna, the oldest inland town in Finland, was founded by the governor general of Finland, Count Peter Brahe in 1639. However, Hämeenlinna was already a trading place a hundred years before it became a town. Construction of the medieval castle started in the 13th century. The castle is the symbol of the town and a landmark in the history of buildings. History also comes alive in the town centre, which has a church from the 18th century and buildings from various periods in the 19th and 20th centuries. On 1 January 2009, Hämeenlinna, Hauho, Kalvola, Lammi, Renko and Tuulos municipalities joined together and formed a new city called Hämeenlinna that has an estimated population of 66,000. The total area is 1819 km², of which 247 km² are lakes.

Hämeenlinna has a long history as an educational, garrison and administrative town, and it is nowadays the administrative centre of the province of Southern Finland. The town is known for its educational institutions such as Hame University of Applied Sciences and the Continuing Educational Centre. Hämeenlinna’s economy is based mainly on the service sector, in which public services are unusually prominent. In addition, Hämeenlinna has heavy and light engineering, and textile and printing industries. Commuting to work from nearby municipalities is common, but 800 Hämeenlinna residents also commute to work in the greater Helsinki metropolitan area, which is about one hour away.

Annual events in Hämeenlinna include a children’s festival in the Häme castle (the Finnish word for Häme castle is “Hämeen linna”), a series of Music in the Castle concerts, LinnaJazz jazz festival, the National Antiques Fair, and the August fair for the whole family (www.hame.fi). There are many different museums: the history museum, prison museum, artillery museum, Sibelius’ birthplace museum, art museum and postcard museum. A wide range of sports facilities is provided in the town by several sports and fitness clubs, a comprehensive cycling network and hiking trails around the hills of the Hattelmala ridge.

Most activities in Hämeenlinna are concentrated around the Market Square and shopping centre Goodman. The railway station is located about 1 km from the Square and residences for international students about 2 – 5 km from the Square. School buildings are situated in different locations about 1 – 2 km from the Square.

For further information on Hämeenlinna, please visit www.hameenlinna.fi and http://visithameenlinna.fi/?loc=2&.

Read also the “moving to Hämeenlinna from abroad” –guide: http://www.hameenlinna.fi/pages/400104/muuttoprosessi/KUN%20MUUTAT%20H%c3%84MENAAN%20ULKOMAILTA_en.pdf
TRAVELLING TO HÄMEENLINNA

Bus Connection from Helsinki-Vantaa International Airport to Hämeenlinna

The easiest way to get from the airport to Hämeenlinna is by bus. From the Helsinki-Vantaa International Airport there are several bus connections daily to Hämeenlinna. The cost is around €17. Express buses to Hämeenlinna depart right outside Terminals 1 and 2. The ticket can be purchased from the bus driver. Please note that you may have to change buses in Keimonlanportti, about 10 minute drive from the airport. It is best to consult the driver about the possible change. For more information about the bus schedules and other information, please visit www.matkahuolto.fi.

Trains from Helsinki to Hämeenlinna

There is also a train connection from Helsinki airport to the Helsinki central railway station, (around €xx), and with a change in Tikkurila to Hämeenlinna. (The duration is just over one hour, and the cost, ranging from €8 to €16, and depends on the type of train. The seat ticket is included in the train ticket.) Please check the timetables from the web site of Valtionrautatiet (VR, Finnish railways, www.vr.fi/eng).

Trains from Tampere to Hämeenlinna

If you want to take a train to Hämeenlinna, you have to walk to the train station from the Tampere central bus station (it takes about 15 minutes on foot). You can find the train timetables from this website: www.vr.fi/eng/ (use the timetable search on the front page). Search for: From: “Tampere” To: “Hämeenlinna” You can buy the ticket beforehand from the train station.

Bus Connection from Tampere to Hämeenlinna

You can take a bus from Tampere city centre to Hämeenlinna (you can find the timetables here: www.matkahuolto.fi)
Driving to Hämeenlinna
When arriving by your own car, you should take the motorway E12 from Helsinki and you will reach Hämeenlinna directly. If you are planning to stay in Helsinki prior to your arrival in Hämeenlinna, you might have to use the public transportation in Helsinki to get around. Please visit www.hsl.fi/EN to see the timetables and other information.

Hotel information in Hämeenlinna

Hotel Emilia, Raatihuoneentkatu 23, 13100 Hämeenlinna, www.hotelliemilia.fi tel. +358 36122 106
1. Hämeenlinna University Centre
2.-3. HAMK Lahdensivu Campus
4. Moreeni Logistics Centre
5. HAMK Sairio
6. Railway Station
7. Bus Terminal
8. K-Citymarket
9. Mall Goodman
10. Visakylä (student housing)

Health Centre
Hospital
Police Dept.
Some points of interest in the campus:

**Building A (Administration)**
- Admission Office
- International Office
- Student Health Care

**Building B (Biotechnology & Construction)**
- Cafeteria
- HAMKO Student Lounge

**Building C (Business and IT)**
- Auditoriums
- Information Desk
- Student Affairs Office
- The Student Union HAMKO

**Building D (Design)**
- Restaurant Helmi
- Library
HAMK will help in arranging accommodation in advance for exchange students provided that they inform of their arrival well in advance. There are two different locations for exchange student housing in Hämeenlinna: Visamäki and Lahdensivu.

Visamäki Residences
Visamäki Residences and most school buildings are located about 2 km from the city centre. It is, however, only about 200 metres from the University Centre, where the school administration, international office and some degree programmes are located.

In Visamäki there are a number of cozy looking terrace houses which were built in 1988 – 1991 and about 300 people live there. In the apartments, there are two bedrooms (one for each resident), a kitchen, a bathroom and in some cases a balcony. All together the apartment is about 43 m². The housing area includes a sauna and a laundry room. In the laundry room, you can use the washing machine and the dryer for free. When planning to do the laundry, you should make a reservation in the reservation book (mark the time and the number of your apartment).

The apartments for exchange students include basic furniture: bed with a mattress, a desk in the bedroom and a dining table with chairs in the kitchen.

You need to apply for the student housing through HOPS (The Hämeenlinna Student Housing Foundation) at www.hops.fi/en - Application.

For other essential necessities (e.g. kitchenware, bedclothes), please check the student union’s Survival Kit: http://hamko.fi/en/survival-kits.

Rent in Visamäki
The rent for a shared apartment is approximately €264–€297/month. The rent includes all services, such as electricity, water, furniture, internet and the right to use the laundry, sauna and leisure time rooms. Each student must pay a deposit of €250. A bank transfer form will be given to the student upon signing the rental agreement. The student has one week to make the deposit payment. The deposit will be returned to the student if the apartment is left clean and tidy. If the apartment is left untidy, the deposit will be used for cleaning expenses. On departure the rooms should be in the same condition as on arrival. The deposit will be returned to the student if the apartment is left clean and tidy. If the apartment is left untidy, the deposit will be used for cleaning expenses.

In the autumn semester (1 September – 31 December), the minimum rental period for exchange students is four months. The rent will be charged even if the student leaves earlier. In the spring semester, the minimum rental period for exchange students is 4 – 5 months (from the beginning of January or February until the end of May). The rent will be charged even if the student leaves earlier. Before the exchange student leaves to go back home, a representative from the HAMK degree programme will check that each month’s rent has been paid.

Lahdensivu Dormitories
Lahdensivu dormitories located at Lahdensivuntie, about 1 km from University Centre and 6 km from Sairio Campus. Lahdensivu residences are traditional campus dormitories. Two students live in a single room with two beds, and share a kitchen and a bathroom in the hallway with other students.

Rent in Lahdensivu
• Dormitory room (shared by two students): €185.00
• Dormitory room (not shared): €333.00
• Deposit €180.00

(Please note: In very rare cases, a dormitory room for a single student is even available. Most of the times Lahdensivu Residences are fully booked.)

The Rental Agreement will be signed upon arrival. The dormitories for exchange students in Lahdensivu include basic furniture: bed with a mattress, a pillow and a blanket (no linen), a desk in the bedroom. The kitchen is equipped with
some cooking utensils, cutlery, crockery and cleaning equipment.

### Health Care in Hämeenlinna

<table>
<thead>
<tr>
<th><strong>School Nurse, University Centre and Lahdensivu Campus</strong></th>
<th><strong>Pharmacy</strong></th>
</tr>
</thead>
</table>
| • You can see school nurse Sanna Anttonen without making an appointment on Mondays and Tuesdays from 8.30 to 10.00 in Visamäki.  
• Other times you have to make an appointment: Tel. +358 46 9205128 (preferably at 12-12.30), sanna.anttonen(at)hameenlinna.fi.  
• You can find the school nurse in A-building, 1st floor (University Centre) | • Pharmacies are normally open Mon – Fri 8.30 – 18.00, Sat 8.30 – 14.00/16.00, Sun closed.  
• There are many pharmacies in Hämeenlinna. Here are a few situated in the city centre:  
  ✓ Tori-Apteekki, Address: Hallituskatu 18  
  ✓ Raathuoneen apteekki, Address: Sibeliuksenkatu 3  
  ✓ Keskusapteekki, Address: Raathuoneenkatu 8  
• Please note: pain medications are only available from pharmacies. |

<table>
<thead>
<tr>
<th><strong>Dental care</strong></th>
<th><strong>Doctor</strong></th>
</tr>
</thead>
</table>
| • Dental care is primarily provided in Hämeenlinna Central health care centre (Viipurintie 1 – 3), tel. +358 3 621 9100.  
• Urgent cases: Call first to tel. +358 3 621 9100 from Monday till Friday. | • Primarily students should go to their own health centre to see a doctor. Your own health centre is determined by your home address. You can check your own health centre from the school nurse. |

<table>
<thead>
<tr>
<th><strong>Emergency care 24h</strong></th>
<th><strong>Kanta-Häme Central Hospital (serious injuries that need urgent medical care)</strong></th>
<th><strong>Address:</strong> Ahvenistontie 20 tel. (exchange) +358 3 6291, office +358 3 629 4500.</th>
</tr>
</thead>
</table>
Government Office Addresses and Contact Information in Hämeenlinna

**Police Department**
Hattelmalantie 2
PO Box 82, 13101 Hämeenlinna
+358 71 873 0311
www.poliisi.fi

**Tax Office**
Lukiokatu 26
13100 Hämeenlinna
+358 3 622 41
www.vero.fi

**Local Register Office**
Birger Jaarlin katu 13
PO Box 64, 13100 Hämeenlinna
+358 71 873 0161
www.maistraatti.fi

**Kela (The Social Insurance Institution of Finland)**
Rauhankatu 1
13100 Hämeenlinna
+358 20 692 209 (students)
www.kela.fi
Address:
Lepaantie 129, 14610 Lepaa

Degree Programmes:
Conducted in Finnish:
• Built Environment
• Horticulture

International Contact Person:
Ms Monna Alatalo
monna.alatalo(at)hamk.fi
Lepaa manor is one of the oldest manors in Finland. The first known owner, Pietari, lived around 1450. The next owner was the most famous family member Hannu Björninpoika who also owned several other manors such as Harviala, Äikää, Suontaka and Lammi. After that Lepaa has had various owners. The last private owner Mr Packalén and his wife did not have children, and Mr Packálen bequeathed Lepaa to the state of Finland asking it to be turned into a horticultural school.

The timing for this will was perfect because some years earlier the Russian Tsar (Finland was under Russian Realm until 1917) had given a statute to arrange horticultural training in Finland and the State of Finland was looking for a place to establish higher horticultural education.

Lepaa is the oldest and most prestigious institute where you can study horticulture in Finland. Today Lepaa is one of the campuses of Häme University of Applied Sciences. Horticultural training began back in 1910 when Lepaa manor was converted into a school.

The institute is located by Lake Vanajavesi, 17 km from Hämeenlinna and 120 km from Helsinki in the heart of the Häme region. Most services and leisure time activities are found either in Hämeenlinna or even closer in Parola (in the municipality of Hattula) 7 km from Lepaa. Lepaa is surrounded by a large manor park and has display gardens for a wide variety of ornamental and crop plants. Both garden and arable plants are grown on the Institute’s fields of 50 hectares. The total area of Lepaa is 280 hectares; most of it is forest. Greenhouses produce comestibles and ornamental crops.

Lepaa’s facilities consist of a modern main building and several adjacent buildings. Some of the buildings date from 1910 when the Institute was established. The new main building was completed in 1993. The old main building nowadays has a restaurant and meeting facilities. In winter, students may practise landscape constructions in a modern hall with all needed materials.

### Travelling to Lepaa

You travel to Lepaa via Hämeenlinna. There are 7 – 8 local bus connections (bus number 17) from Hämeenlinna to Lepaa during weekdays and 2 on weekends. However, when you arrive for the first time in Lepaa, our international tutors will pick you up from Hämeenlinna, if you have informed your time of arrival well in advance (at least 1 week prior to your travel).

#### Bus Connection from Helsinki-Vantaa International Airport to Hämeenlinna

Take a bus from the airport, it’s easy and there are several connections to Hämeenlinna! The cost is around €12. The buses depart right outside the terminals 1 and 2. The ticket can be purchased from the driver; cash and major credit cards accepted. Please note, you may have to change buses at Keimolanportti, about 10 min drive from the airport, however the driver will announce this. For more info, visit: www.matkahuolto.fi

#### Trains to Hämeenlinna

There is no train service from the airport. If you are arriving at Helsinki harbor or have stayed in Helsinki, the train station is on the city centre. There are several daily connections to Hämeenlinna. The duration is just over an hour and the cost depends on the type of train. For connections and rates please visit: www.vr.fi

#### Driving to Lepaa

Take the motorway E12 from Helsinki and you will reach Hämeenlinna directly. Continue on the motorway, take the exit no 26 and continue the road no 57 and follow the signs to Lepaa. For any further assistance please contact Ms Monna Alatalo (monna.alatalo@hamk.fi) or our International Tutors.

### Student Accommodation in Lepaa

HAMK will arrange accommodation in advance for students provided that they inform of their arrival well in advance. The tutor will meet you when arriving at Lepaa and will take you to your dormitory immediately. You will also receive the key for your dormitory then and the tutor will tell you about the practical arrangements, rules and instructions on how to get to the school, town centre, etc. from your residence.
Students at Lepaa live in dormitories in the school area. The names of the dormitories are Koivula, Taltela, Tarhala, Uudet rivitalot (new row houses), Kivitalo and Marata. Dormitories include basic furniture: bed with mattress, pillow and blanket (2 sets of bedlinen, which you are expected to wash – washing machines are at your disposal in each unit), desk in the bedroom and a dining table with chairs in the kitchen.

The kitchen is equipped with some cooking utensils, cutlery, crockery and cleaning equipment. The student housing complex has a communal room for tenants, a laundry room and a sauna. Each student is responsible for keeping the dormitory clean. On departure, the rooms must be in the same condition as on arrival.

Rent in Lepaa
The rent of a double room is about €130/person/month. Electricity and water are included in the rent. Single rooms are available upon request. As a general rule due to lack of capacity, single rooms are available for students with a medical condition (and proof thereof), only. Students will have to keep their rooms tidy.

Lock out
During normal office hours (weekdays between 7am – 3pm), the students must phone: +358 40 5857 172/caretaker on duty. Lockout fee applies. Outside our office hours the lockout fee may be more than €100. There is a €50 charge for each or lost or stolen key.

<table>
<thead>
<tr>
<th>Health Care in Lepaa</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>School Nurse</strong></td>
</tr>
<tr>
<td>- School nurse Ms. Suvi Kuivasari visits Lepaa on Tuesdays and Wednesdays 10.30-12.00. Students are entitled to meet her without any cost.</td>
</tr>
<tr>
<td>- Outside opening hours, please book a time: (<a href="mailto:suvi.kuivasari@pihlajalinna.fi">suvi.kuivasari@pihlajalinna.fi</a> or tel. +358 50 3780210)</td>
</tr>
<tr>
<td>- You can also go and see the curator Jari Virtanen (<a href="mailto:opiskeluhyvinvointi@hamk.fi">opiskeluhyvinvointi@hamk.fi</a>). A Lutheran pastor visits Lepaa regularly and it is possible to meet with him if you wish.</td>
</tr>
<tr>
<td><strong>Doctor</strong></td>
</tr>
<tr>
<td>- Exchange students (staying in Lepaa for over 3 months) are entitled to use the services of the Parola Health Centre in order to see a doctor.</td>
</tr>
<tr>
<td>- Appointments for a doctor tel: +358 3 673 1278 (you are expected to make an appointment if not a case of emergency or told otherwise), +358 3 673 1279.</td>
</tr>
<tr>
<td>- The doctor’s appointment in the public health care centre costs €11 for one time or €22 per year. There are several private doctors as well, but they are generally more expensive.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Pharmacies</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Pharmacies are normally open Mon – Fri 8.30 – 18.00, Sat 8.30 – 14.00/16.00, Sun closed. The closest pharmacy is Hattulan Apteekki in Parola.</td>
</tr>
<tr>
<td>- Please note: pain medications are only available from pharmacies.</td>
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<td>- Address: Ahvenistontie 20 tel. (exchange) +358 3 6291, office +358 3 629 4500.</td>
</tr>
</tbody>
</table>
Address:
Mustialantie 105,
31310 Mustiala

International Contact Person:
Ms Monna Alatalo
monna.alatalo(at)hamk.fi

Degree Programmes:
Conducted in Finnish:
• Agricultural and Rural Industries
• Equine Industries
In 1556 the Swedish king Gustav Vasa founded a king’s estate in the Tammela municipality, in the Mustiala village in Finland. The king’s estate had many different owners until 1840 when the first agricultural school in Finland, Mustiala Agricultural Institute, started its activities there. The school was founded on the initiative of the Finnish Society of Economics. The Society was founded in 1797 and had a strong impact on the Finnish financial politics. Besides financial politics, the society promoted development activities in the agricultural and the health care sector.

The most important task of Mustiala was to give agricultural education, combining theory and practice. In 1908, Finland’s highest agricultural education given at Mustiala was transferred to the University of Helsinki. At that time, the future of Mustiala was uncertain. Many different possibilities were discussed. In 1908, it was decided that Mustiala would start to give further agricultural education: The goal of Mustiala Farmers’ Institute was to give deeper agricultural education for persons in the agricultural sector who already had basic agricultural education and that had completed the needed agricultural practice. To that point, the education was mainly given in Swedish, now Finnish became the main teaching language.

During the years 1919 – 1930 there was a cheese-maker’s school at Mustiala and in 1931 a pig husbandry school was transferred to Mustiala. The most important educational reform of the 1990s in Finland was the establishment of universities of applied sciences. In 1992 Mustiala joined Häme University of Applied Sciences and got a new name, Mustiala Faculty of Agriculture with 187 hectares arable land. Once again Mustiala can offer a higher agricultural education: a Bachelor’s Degree in Natural Resources.

**Travelling to Mustiala**

Mustiala is located approximately 10 km from Forssa. Please make prior arrangements with the International Contact Person, Monna Alatalo regarding transportation from Helsinki/Forssa to Mustiala. In all cases you should inform her well in advance about your arrival time and date.

**Bus Connections from the Airport to Forssa /Mustiala**

From the Helsinki-Vantaa International airport there are several bus connections to Pori via Forssa central bus station (one way ticket around €25). Please check the timetables from the web site of Matkahuolto, www.matkahuolto.fi/en. Taking a bus is by far the easiest way to reach Forssa.

**Driving to Mustiala**

When arriving by car, you should take the motorway E 12 from Helsinki and turn onto highway number 2 (on your right) to Forssa and Mustiala from the motorway. If you have any questions or problems, you are welcome to contact your degree programme personnel or International Tutor.

**Student Accommodation in Mustiala**

HAMK will arrange accommodation in advance for students provided that they inform of their arrival well in advance. You will be staying in a dormitory with other Mustiala students. Up till now, all foreign students and teachers have lived at Mustiala since it is the cheapest way of living here, and it is difficult to rent an apartment in this region. In Forssa, there are some hotels but the cost of living there is much higher than staying in Mustiala. Foreign students do not have to pay a security deposit for housing in Mustiala, as it is many times the case in the private market. In Mustiala, your accommodation will be in a student dormitory.
Rent in Mustiala dormitory
Payment to the Students Affairs Office
• €140/person/month/double room
• €210 – 250/person/month/single room

Some basic information about the dormitories
The dormitory has a well-equipped kitchen and bathroom facilities. You can bring your own linen or rent linen from HAMK Mustiala (extra charge €7/set).

The dormitories include basic furniture: bed with mattress, pillow and blanket, desk in the bedroom and dining table with chairs in the kitchen. The kitchen is equipped with cooking utensils, cutlery, crockery and cleaning equipment. Dormitories/the student housing complex has a communal room for students, a laundry room and a sauna. Each student is responsible for keeping the dormitory room clean. On departure the rooms should be in the same condition as on arrival. Electricity and water are included in the rent.

You can also use the sauna near the lake. There are separate turns for ladies and gentlemen twice a week. During the wintertime you can swim in the hole in the ice!

Student Affairs Office
When you arrive at Mustiala, you will get the key for your dormitory from the Student Affairs Office. This is the place where you also return the key on your departure. The Student Affairs Office will help you with practical issues concerning your studies. From them you can ask about getting a Finnish student card, signing a lease, telephone books, maps of all bigger cities in Finland, etc. You will also find the classrooms and teachers with the help of the student affairs office.

Household appliances: Electric stove, fridge, small deep freezer, microwave oven, washing machine, tumble dryer, television, ironing board.

Smoking: Prohibited in all apartments and on campus.

Pets: Prohibited in all apartments.

Cleaning: The students are responsible for cleaning their own rooms. You will find equipment for cleaning in all apartments. The kitchen and living room is cleaned regularly by cleaners. However, this does not mean that you do not have to clean the kitchen and living room after you have used them. See “Rules for dormitory students” for more information on the issue. The waste from the apartment is sorted in different categories.

Laundry: There is at least one washing machine and drying room in almost every dormitory.

Lost & Found: If you find or lose something, please contact the Students Affairs Office in the main building.
## Health Care in Mustiala

### School Nurse
- School nurse Ms. Anitta Mero is available on Wednesdays at 13-14.00 at Karjamaja.
- Outside opening hours, please book a time: +358 50 630 52 (phonetime klo 9.00 - 10.00) or anitta.mero(at)fstky.fi

### Doctor
- Exchange students (staying in Mustiala for over 3 months) are entitled to use the services of the Municipal Health Care in order to see a doctor. Municipal health centres are meant for residents of the municipality, but they also help a student, who has become acutely ill and needs care.
- Appointment times for a general doctor in Tammela are 8.00 – 15.00, tel: +358 3 4191 2141. If you find that you cannot keep your appointment, please cancel it no later than one day before (automatic answering service).
- A doctor’s appointment in the public health care centre costs €14 – 28 for one time. There are several private doctors as well, but they are generally more expensive.

### Pharmacy
- Hakkapeliitantie 4, Tammela (open Mon – Fri 9.00 – 17.00, Sat 9.00 – 13.00.)
- Please note: pain medications are only available from pharmacies

### Dental Care
- For Dental care appointments call: +358 3 4191 2561

### Health care on evenings and weekends in Forssa
- During weekday evenings (16.00 – 22.00), and on weekends (9.00 – 21.00) you can reach the emergency unit by phoning +358 3 41912010 or +358 3 41 911.
- During night time (22.00 – 8.00) you can reach the emergency unit by phoning +358 3 4191 3000.
- Address: Urheilukentänkatu 9, 30100 Forssa
RIIHIMÄKI

Address:
Kaartokatu 2
11100 Riihimäki

International Contact Person:
Ms Merita Aronen
merita.aronen(at)hamk.fi

Degree Programmes:
Conducted in Finnish:
• Information Technology
• Mechanical and Production Engineering
• Traffic and Transport Management

Conducted in English:
• Mechanical Engineering and Production Technology
Riihimäki is a small town with 28,800 inhabitants and lies at the junction of southern Finland’s main motorways and railway lines. The town is located about 70 km from Helsinki and the airport, and it takes only 45 minutes to reach Riihimäki from anywhere in the Helsinki metropolitan area.

The history of Riihimäki is closely connected to the history of Finnish railways. As the Russian Emperor Alexander the Second ordered, the railway from Helsinki to Hämeenlinna was finished in 1862. The town of Riihimäki began to develop in the 19th century. In early timetables, the name “Riihimäki” appeared as a name of a railway station. The railway between Riihimäki and St. Petersburg, finished in 1869, became available for use on September 11th in 1870. The town celebrates the date as its birthday. The Old Russian garrison was built a little later in the 1910s while Finland was still under the Czarist rule.

Beside railway lines, Riihimäki is known for know-how in glassmaking. Craftspeople continue the tradition of glassmaking even today in their workshops. The Finnish Glass Museum in Riihimäki focuses on the history of glassmaking in Finland, glass design and art in glass. Riihimäki is also well known for its concentration of expertise in environmental technology. The advanced information and communication technology sector is a large employer in Riihimäki, along with metal and mechanical engineering industry. Food processing and the wood industry are important industrial sectors in Riihimäki as well.

For more information about the town of Riihimäki, please visit www.riihimaki.fi/english.

Travelling to Riihimäki

Bus Connections from Helsinki and Tampere to Riihimäki

There is a convenient bus connection from the airport (Helsinki-Vantaan lentoasema) to Riihimäki. Taking a bus is by far the easiest and cheapest way to reach Riihimäki. Some of the long-distance buses may leave you at the bus stop outside the town. It is best to consult the driver about ordering a taxi for the last four kilometers. Please check the timetables from the website of the bus company (www.matkahuolto.fi).

Another convenient option is the bus 61 from Helsinki-Vantaa Airport to Tikkurila railway station, and by train to Riihimäki.

Bus and train connection from the Tampere airport

Tampere-Pirkkala airport is within 30 minutes bus ride from Tampere city centre. The most convenient way from the airport to Riihimäki is a bus to Tampere city centre (Pyynikintori or the railway station depending on the line) and continuing by train to Riihimäki. Almost all Tampere-Helsinki trains stop at Riihimäki. Airport connections with bus timetables are available at finavia.fi and train timetables at vr.fi.

Driving to Riihimäki

When arriving by car, you should take the motorway E12 from Helsinki directly to Riihimäki. Please contact your degree programme personnel for further information.

A map of Riihimäki can be found from http://kartta.riihimaki.fi/

If you are planning to stay in Helsinki prior to your arrival in Riihimäki, you might have to use the public transportation in Helsinki to get around. Please visit www.hsl.fi/EN to see the timetables and other information.

Hotel Information

Hotel Seurahuone Riihimäki, Hämeenkatu 29, 11100 Riihimäki. Tel: +358 19 716270, e-mail: myynti@seurahuone.fi, www.seurahuone.fi/english. They will close reception before midnight.

Scandic Riihimäki, Hämeenaukio 1, 11100 Riihimäki. Tel: +358 19 77221, e-mail:riihimaki@scandichotels.com. www.scandichotels.com

They have a reception open all night.
1. HAMK Riihimäki Campus
2. Bus Station
3. Railway Station
4. Student Accomodation
5. Police
7. Basic Security Centre
8. Kela
9. Health Centre
10. Post Office
11. Pharmacy (Aurinkoapteekki)
12. Pharmacy (Majakka-apteekki)
13. Library
14. Mall Atomi
15. Bank (Osuuspankki)
16. Bank (Rengon säästöpankki)
17. Bank (Danske Bank)
18. Bank (Nordea)
Riihimäki Campus

Student Accommodation in Riihimäki

HAMK will arrange accommodation through HOPS in advance for exchange students who provided information of their arrival well in advance to International Contact Person Ms Merita Aronen, merita.aronen(at)hamk.fi

In the autumn semester (1 September – 31 December), the minimum rental period for exchange students is four months. The rent will be charged even if the student leaves earlier. In the spring semester, the minimum rental period for exchange students is 4 – 5 months (from the beginning of January or February until the end of May). The rent will be charged even if the student leaves earlier. Payment of each month’s rent will be checked before an exchange student leaves back home.

The apartments include basic furniture: desk in the bedroom and a dining table with chairs in the kitchen. For short period exchange students, the student union HAMKO will rent cooking utensils and basic tableware. Please contact your tutoring student for more information.

The Peltoisaari residence

Student residences in Riihimäki are located in Peltoisaari (either on Linnunradankatu 11 – 13 or Merkuriuksenkatu 5 or 7), and administered by HOPS, The Student-Residence Foundation of the Hämeenlinna Region. Most of apartments are shared by two or three persons (own bedroom), with a kitchen and a bathroom. They are located about 500 metres from the railway station and 1 km from the school. Grocery stores, gyms and other services are located nearby.

The student housing complex has a communal room for tenants (with possibility to play table tennis, etc.), a laundry room and a sauna. In the laundry room you can use the washing machine and the dryer for free. When planning to do the laundry, you should make a reservation in the reservation book (mark the time and the number of your apartment).

You should go to a post-office and fill in the Change of Address (osoitteenmuutos) form to report your temporary address here in Finland. Your tutor will help you with this procedure. It is also a good idea to put a name tag on the letter box. That way you make sure that you receive all your letters!

Rent

The rent for shared apartments is approximately €200 – 350 month. The rent includes all services, such as electricity, water, furniture, and the right to use the laundry, sauna and leisure time rooms. Each student must pay a deposit of €250 within one week of signing the contract. A bank transfer form will be given to the student upon signing the rental agreement. The deposit will be returned to the student if the apartment is left clean and tidy. If the apartment is left untidy, the deposit will be used for cleaning expenses.

Please note that each student is responsible for keeping the apartment clean. On departure the rooms should be in the same condition as on arrival. If you arrive after the 15th of the month or leave before the 15th of the month, you will only have to pay half of that month’s rent.
### Health Care in Riihimäki

#### School Nurse
- Students of HAMK in Riihimäki are entitled to see their own school school nurse Ms. Sanna Korpi
- She is available Tue and Thu at 8-15, by phone Mon-Fri 8-15. Outside opening hours, please book a time: tel. 019 758 5825 or sanna.korpi@riihimaki.fi
- Address: Hyria, Sakonkatu 1, 11100 Riihimäki Rikastamo 2 building (entrance also from Kaartokatu side)

#### Doctor
- Students can have health care services also in the local health care center. Health care centers are divided by your local address.
- Appointments can be booked from Monday to Friday from 8:00am to 16:00pm. Riihimäki Health Care Centre /Riihimäen terveyskeskus, Penttilänkatu 5, 11100 Riihimäki, +358 19 758 5500, e-mail: terveyskeskus@riihimaki.fi

#### Pharmacy
- Pharmacies are normally open Mon – Fri 8.30 – 18.00, Sat 8.30 – 14.00/16.00, Sun closed. There is always, however, at least one pharmacy that is open also during the weekends.
- The pharmacies in Riihimäki are:
  - Åurinkoaepiteekki (Voimalankatu 2)
  - Majakka-Apteekki (Hämeenkatu 25)
  - Apteekki Merkos (Merkoksenkatu 5)
- Please note: pain medications are only available from pharmacies

#### Dental Care
- Appointments from Monday to Friday from 8.00 to 15.00 +358 19 758 5650 / 5651 and Saturdays from 10.00 to 12.00 +358 19 758 5650.

#### Emergency care
- If you need to go to doctor immediately, hospital emergency room is available in Riihimäki at 8.00-22.00. Address is Kontiontie 77, 11120 Riihimäki (Riihimäki Hospital).
- In the night between 22.00- 8.00 you need to go to hospital in Hämeenlinna (Ahvenistontie 20, 13530 Hämeenlinna).

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### Government Office Addresses and Contact Information in Riihimäki

#### Police Station
- Temppelikatu 8
- PO Box 69, 11101 Riihimäki
- +358 71 873 0311
- www.poliisi.fi

#### Local Register Office
- Located in Hämeenlinna
- Birger Jaarlin katu 13
- PO Box 64, 13100 Hämeenlinna
- +358 71 873 0161
- www.maistraatti.fi

#### Tax Office
- Lukiokatu 25
- 13100 Hämeenlinna
- +358 3 622 41
- www.vero.fi

#### Kela (The Social Insurance Institution of Finland)
- Temppelikatu 9A
- 11100 Riihimäki
- www.kela.fi
Address:
Lotilantie 16
37630 Valkeakoski
(Postal address: Tietotie 1, 37630 Valkeakoski)

International Contact Persons:
Engineering programmes
Ms Annina Herala-Hemmiä
annina.herala-hemmiä(at)hamk.fi

International Business
Ms Dawn Aarnio
dawn.aarnio(at)hamk.fi

Degree Programmes:
Conducted in Finnish:
- Electrotechnology and Automation Technology

Conducted in English:
- Electrical and Automation Engineering
- International Business
Valkeakoski is a town in the southern part of Finland that offers a variety of services and free time activities. For a town of just over 21,000 inhabitants, Valkeakoski is surprisingly diverse. Here it is possible to do sports of many types and also to watch sports at national level, eat in ethnic restaurants, go to movies or theatre, party, enjoy the beautiful nature and of course participate in high level education.

What you cannot find in Valkeakoski, is found in bigger cities nearby. Tampere is just 40 minutes drive by bus and Hämeenlinna is also nearby. Bus connections in the area are good and the nearest railway station in Toijala, is also near, 21 km from Valkeakoski. In the city centre, there’s a shopping mall and many other services including cafés, restaurants, library, banks, cinema, swimming hall, ice hall, etc. For the best shopping facilities in Finland, you do not have to travel far from Valkeakoski. Ideapark in Lempälä is one of the biggest malls in Finland with over 200 shops, cafés and restaurants in the same building, only 15 minutes away from Valkeakoski.

For more information about Valkeakoski and the town history, please visit www.valkeakoski.fi

Travelling to Valkeakoski

Buses from Helsinki-Vantaa International Airport to Valkeakoski

There is a convenient bus connection from the airport (Helsinki-Vantaan lentoasema) to Valkeakoski. Taking a bus is by far the easiest way to get to Valkeakoski. Please consult the student/international tutors about the transportation from the Valkeakoski central bus station or bus stop to HAMK Campus in Valkeakoski. Long-distance buses stop at the bus station in Valkeakoski, as well as at the following bus stops in Valkeakoski:

- Antinkulma (Lempääläntie) towards south
- Antinkulma (Lempääläntie) towards north
- Lotila (Lempääläntie) towards south
- Lotila (Lempääläntie) towards north
- Palmurinne (Tavaksentie) towards south
- Palmurinne (Tavaksentie) towards north
- Sääksmäki kk th (Rapolantie) towards south
- Sääksmäki kk th (Rapolantie) towards north

- Sääksmäen silta (Hämeenlinnantie) towards south
- Sääksmäen silta (Hämeenlinnantie) towards north
- Uittamo th (Hämeenlinnantie) towards south
- Uittamo th (Hämeenlinnantie) towards north

If you arrive during business hours (9.00 – 15.00), you should go directly to Valkeakosken Asunnot office to take care of your accommodation arrangements.

Please check the timetables from the web site of the bus company: www.matkahuolto.fi.

Buses from Tampere-Pirkkala Airport to Valkeakoski

The best way to travel to Valkeakoski from the airport is to take a long-distance bus (in the time tables the connection is from Tampere to Helsinki, but the bus will stop in Valkeakoski on the way). Please see above information regarding the names of the bus stops where you will have to ask the driver to stop depending on the location of your apartment.

You can find the timetables from the web site of the Matkahuolto Bus Company: www.matkahuolto.fi.

Trains to Toijala (20 km from Valkeakoski)

It is also possible to arrive in Valkeakoski by train. From the Helsinki-Vantaa International Airport, you will need to take a bus to downtown Helsinki and get out at the Helsinki central railway station. Trains from Helsinki do not arrive directly in Valkeakoski, but stop at a town called Akaa, train station is called Toijala, approximately 20 km from Valkeakoski. Please make sure that the train you are going to take will stop at Toijala train station, as all trains do not stop there. More information about train schedules and ticket prices can be found from www.vr.fi.

There is a bus connection from Toijala to Valkeakoski operated by Valkeakosken Liikenne www.valkeakoskenliikenne.fi (Unfortunately this website is in Finnish only. If you need detailed information, please ask help from your tutor or HAMK personnel in advance).
Driving to Valkeakoski
When arriving by car, you should take the motorway E12 from Helsinki and head north towards Valkeakoski. You will see signs for Tampere and Hämeenlinna prior to signs to Valkeakoski. Please contact HAMK personnel or student/international tutor for further information.
Hotel and Camping information in Valkeakoski

Hotel Waltikka, Hakalantie 6
www.valkeakosken-waltikka.fi,
tel. +358 3 57711
1. HAMK Campus
2. Bus Station
3. Police Station
4. Shopping Centre
(Koskikara)
5. Kela

Apianlahti Camping, Pälkäneentie 43,
www.apianlahticamping.com,
tel. +358 40 586 1097
6. Hotel Waltikka
7. Post Office
8. Student Accomodation
9. Laundry/Pesula
+ Health Centre
+ Hospital
Student Accommodation in Valkeakoski

HAMK will arrange accommodation in advance for exchange students provided that they inform of their arrival well in advance. Most of the apartments for exchange students include basic furniture: bed with a mattress, a desk in the bedroom and a dining table with chairs in the kitchen. The cooking utensils, cleaning equipment linen, pillows or blankets are not necessarily included.

**NOTE:** Please notice that an exchange student doesn’t need to apply for an apartment by him-/herself. International Contact Person will do it for you.

The Student Apartments in Valkeakoski are administered by Valkeakosken Asunnot Oy. HAMK Valkeakoski co-operates with some private landlords as well. If you have any questions about accommodation in Valkeakoski, please contact Ms. Annina Herala (annina.herala (at) hamk.fi).

The apartment sizes in Valkeakoski vary from one to three bedrooms with a shared kitchen and bathroom.

**Pajutie 1** (Lotila bus stop)
- Rent: €371 – 485
- Location: proximity to school 750 meters
- Conditions: moderately recent building
- Store: Siwa (for groceries)
- Extra: closest to school, but it is in a residential area a bit far from town centre
**Lempääläntie 43** (Antinniemi bus stop)
- Rent: €220 – 400
- Location: proximity to school 1.5 kilometers
- Conditions: good building, mostly exchange students living there
- Store: K-market (for groceries)
- Extra: closer to town centre
- Payment for furniture €50/month, in shared room €25/month (available in few rooms)

**General Information upon arrival**
When you arrive Valkeakosken Asunnot Oy will have a rental agreement ready for you. Office hours are normally between 9.00 – 15.00 on working days. You should go to the office to sign the rental agreement and pay the deposit. Your personal tutor or international contact person can assist you in finding the office and receiving more detailed instructions.

Please note that each student is responsible for keeping the apartment clean. On departure, the rooms should be in good condition and clean. If the apartment is not left in the same condition as on arrival, the deposit will be used to cover the cleaning costs.

The deposit will be released within two weeks after all keys are given back to Valkeakosken Asunnot. Possible cleaning costs will be deducted.
### Health Care in Valkeakoski

**School Nurse**

- School nurse Minna Jussila is available Mon-Thu at 8.30-9.30.
- Outside opening hours, please book a time: tel. +358 40 3357239 or e-mail: minna.jussila(at)valkeakoski.fi

**Doctor**

- For doctor’s appointment, call +358 3 10023 or from a mobile phone +358 3 5657 0023.
- The cost at the Community Health Care Centre is between €20 – 30 for the first visit, which covers the rest of the year as well. You can also pay per visit (approximately €15).
- Valkeakoski Community Health Centre has also a psychologist available for HAMK students

**Pharmacy**

- The pharmacies in Valkeakoski are:
  - Apteekki I, Walkiakosken apteekki (Kauppatori 5), Mon – Fri 8.30 – 21.00, Sat 8.30 – 18.00, Sun 11.00 – 18.00
  - Apteekki II, Koskikaran apteekki (Valtakatu 9–11), Mon – Fri 9.00 – 19.00, Sat 9.00 – 16.00, Sun closed
- Please note: pain medications are only available from pharmacies

**Emergency care**

- Mon – Sun 24h at the Valkeakoski Hospital Emergency Room (Tel.03 311 67260)

### Government Office Addresses and Contact Information in Valkeakoski

**Police Station**

Aptiankatu 5, PO Box 38
37601 Valkeakoski
tel. +358 71 874 6329 (permits, etc.)

**Police Station/ Administrative Office (permits, etc.)**

Hatanpään valtatie 16, PO Box 147
33101 Tampere
tel. +358 71 874 5415

**Local Register Office**

– located in Tampere Hatanpään valtatie 24, PO Box 682
33101 Tampere
tel. +358 29 553 7497, +358 29 553 7507
(foreigners’ affairs)
www.maistraatti.fi
Häme University of Applied Sciences (HAMK) offers high-quality education, research and development services, and a truly international atmosphere. Situated centrally in the prime area of southern Finland, HAMK has campuses in seven locations and a variety of degree programmes. Our main aim is to develop extensive competence that can be utilized by business, industry and the public sector in the region as well as on a global level. HAMK’s centres of expertise, developed in cooperation with companies and municipalities, support our degree programmes as well as research and further education.