# Info Sheet for Outgoing Students

**Host University:** Yrkeshögskolan Novis - Novia University of Applied Sciences

**Programme:** ERASMUS+

**Cooperating Departments:**

<table>
<thead>
<tr>
<th>Rosenheim TUAS</th>
<th>Novia UAS</th>
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<tbody>
<tr>
<td>BW – Faculty of Business Administration  <a href="http://www.fh-rosenheim.de/die-hochschule/fakultaeten-institute/fakultaet-fuer-betriebswirtschaft/">link</a></td>
<td>Degree Programme in Business Administration  <a href="https://www.novia.fi/exchange-students/courses-in-english-2/campus-vaasa">link</a></td>
</tr>
<tr>
<td>WI – Faculty of Business Administration and Engineering  <a href="http://www.fh-rosenheim.de/die-hochschule/fakultaeten-institute/fakultaet-fuer-wirtschaftsingenieurwesen/">link</a></td>
<td>Energy and environmental engineering  <a href="https://www.novia.fi/exchange-students/courses-in-english-2/campus-vaasa">link</a></td>
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**International Office Contact Details**

- **Office Address:** Novia University of Applied Sciences  
  P.O. Box 6  
  65201 Vaasa  
  FINLAND

- **Contact Person/s for exchange students:** Ms. Camilla Mollis (International Coordinator)

- **Phone:** +358 6 328 5156

- **E-mail:** camilla.mollis@novia.fi

- **Website:**  [link](https://www.novia.fi/exchange-students/international-office/)

- **Facebook:**  [link](https://www.facebook.com/pages/Yrkeshogskolan-Novis-Novia-UAS/338863860018)

**Application deadlines for exchange students**

- **Application Deadline Fall/Winter Term:** 1st May
- **Application Deadline Spring/Summer Term:** 1st November

**Application documents for exchange students**

Link to the online application or to the application information:  [link](https://www.novia.fi/exchange-students/application-for-exchange-students)

What documents must be submitted?

- ECTS Application form (electronically)
- CV
- Learning Agreement

**International Office, Raum R.2.22**

international@fh-rosenheim.de  
[link](http://www.th-rosenheim.de/international.html)
- Transcript of Records

Academic Calendar
Link to the website with your academic calendar: https://www.novia.fi/exchange-students/fact-sheet

Fall / Winter Term:
Beginning / End of Term: Mid/End August – Mid/End December
Welcome days for exchange students: Beginning of the semester
Lecture-free Time: Mid / End December – End January

Spring / Summer Term:
Beginning / End of Term: Beginning of January – End April
Welcome days for exchange students: Beginning of the semester
Final Exam Period: April
Lecture-free Time: May – End August

Courses offered for exchange students
Link/s to the catalogue/s of courses: https://www.novia.fi/exchange-students/courses-in-english-2/

Accommodation Links
Student dormitories: different accommodation, depends on the Campus
https://www.novia.fi/exchange-students/accommodation

Other Useful Links
Fact sheet https://www.novia.fi/exchange-students/fact-sheet
Visa and residence permits https://www.novia.fi/exchange-students/practical-information/visa-residence-permits/
Insurances https://www.novia.fi/exchange-students/practical-information/insurances
Travel Information https://www.novia.fi/exchange-students/practical-information/travel-information
Clothing https://www.novia.fi/exchange-students/practical-information/clothing
Survival Box https://www.novia.fi/exchange-students/practical-information/survival-box
ESN Vaasa https://esnvaasa.net/
Visit Vaasa http://www.visitvaasa.fi/en/Pages/home.aspx
Study in Finland http://www.studyinfinland.fi/
Tourism Finland https://www.visitfinland.com/de/
DAAD Finnland https://www.daad.de/laenderinformationen/finnland/de/
AA Finnland https://www.auswaertiges-amt.de/de/aussenpolitik/laender/finnland-node

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→ www.th-rosenheim.de/international.html