

# Information for Exchange Students Autumn Semester 2017

Faculty of Social Sciences  
University of Gothenburg  
Sweden



## International Coordinators

The International Coordinators are in charge of establishing and maintaining links with partner universities and schools, coordinating negotiations to establish formal exchange agreements, and ensuring a smooth process for receiving and sending students and faculty on exchange programmes. There is one at each department, including the faculty office, at the Faculty of Social Sciences. Every year the International Coordinators organize and administer international exchanges for approximately 200 students in the First and Second Cycles.

## Contacts

Agreements are made with a specific department; that department is then also responsible for the exchanges under that agreement. Please contact your Departmental International Coordinator directly: <http://samfak.gu.se/english/exchange-students/contact>

The departments of the Faculty of Social Sciences are :

- School of Public Administration
- Department of Journalism, Media and Communication
- Department of Psychology
- Department of Social Work
- Department of Sociology and Work Science
- Department of Political Science
- School of Global Studies
- Faculty Office of Social Sciences

For questions about course selection, you can contact: [courses@samfak.gu.se](mailto:courses@samfak.gu.se). Otherwise, please contact your host department directly.

## Academic Calendar 2017/18

Autumn semester: August 28, 2017 – January 14, 2018

Spring semester: January 15, 2018 – June 3, 2018

## Deadlines and Important Dates

Academic online application period	April 1 <sup>st</sup> – May 15 <sup>th</sup>
Housing application period	April 1 <sup>st</sup> – May 15 <sup>th</sup>
Nomination deadline (late nominations may be accepted if there is space)	May 1 <sup>st</sup>
Application deadline	May 15 <sup>th</sup>
Course selection period (anticipated)	May 16 <sup>th</sup> – May 30 <sup>th</sup>
Arrival Days with pick-up service	August 19 <sup>th</sup> & August 21 <sup>st</sup> (tentative)
University-wide Welcome Day	August 25 <sup>th</sup> (tentative)
University-wide Fair and Practical Information	August 24 <sup>th</sup> (tentative)
<b>Mandatory</b> Introduction & Welcome, Faculty of Social Sciences	August 25 <sup>th</sup> (tentative)
Classes start	August 28 <sup>th</sup>

## Academic online Application and Course Selection

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The application process at the Faculty of Social Sciences consists of three steps. All three steps have to be completed in time.

### **1. Academic online application (open March 1<sup>st</sup> – May 15<sup>th</sup>)**

All officially nominated incoming exchange students must register online. The link is available at <http://samfak.gu.se/english/exchange-students/application-instructions> under the heading *Link to the online application*. The application is due no later than **May 15<sup>th</sup>**.

### **2. Housing application (open April 1<sup>st</sup> – May 15<sup>th</sup>)**

After completing your academic online application (step 1), a confirmation letter appears at the end of the PDF of your application, and is also sent to you by email (*if you do not get the email, see the last page of your application PDF – it is the same*). This letter contains a link to information about housing, including the housing application. You will need your MoveOn student application number, which you can find (for example) on the PDF of your completed study application. Deadline for the housing application is also **May 15<sup>th</sup>**.

### **3. Course selection (open May 16<sup>th</sup> – May 30<sup>th</sup>)**

To be able to select courses you must have completed your academic online application (step 1). Course offer is available at the website in April, and is subject to change. Instructions on how to apply for courses will be updated in early May. See the pages starting at <http://samfak.gu.se/english/exchange-students> for updates.

## Letter of Acceptance

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When you have completed your application and have been accepted, an official Letter of Acceptance will be issued by your host department.

## Courses and Academic Information

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Students nominated to a department at the Faculty of Social Sciences can choose from the courses offered by the Faculty. Each semester is divided into 4 quarters. Taking a 100% pace courseload over the full semester equals 30 ECTS. A 7.5-credit course held during one quarter equals 100% pace for that period. A 50% pace course for 7.5 ECTS is held over two quarters. A 100% pace 15-credit class is held over two quarters. Classes run one after another, not at the same time. Exams are held in conjunction with the class; in other words, there is no separate, special exam period for all your classes at the end of the semester or year.

The Faculty offers at least two courses each quarter to first cycle exchange students. Several second cycle courses are offered each period in English; students must meet pre-requisites to be accepted to second cycle courses. Courses may be offered on a full-time or part-time basis. Some courses have a very limited number of places available and we cannot guarantee specific courses. NORDPLUS and other exchange students who wish to take courses held in Swedish

should contact the host Departmental International Coordinator on application. Note that there is no guarantee that exchange students will be permitted to take courses in Swedish. See <http://samfak.gu.se/english/exchange-students> for links to more course information.

### **Mode of Instruction**

The mode of instruction may vary from large-scale lectures to individual tutorials, including lab sessions, seminars, or work in smaller groups. It should be noted that Swedish students are given a great deal of freedom regarding their disposition of time. The emphasis on independent study therefore implies a degree of personal responsibility for the student to organize and plan his/her work.

### **Major fields of studies for exchange studies at the Faculty of Social Sciences**

- Global Studies
- Human Resource Management and Labour Relations
- Journalism
- Media and Communication Studies
- Political Science
- Psychology
- Social Sciences
- Social Work
- Sociology
- Work Science

### **Credits and Grades**

The credit concept is based on the principles used in the ECTS (European Credit Transfer System) and takes into account the total activity of the student in lectures, laboratories, other classroom work, examinations, and personal work. One and a half ECTS-credits represent, for the average student, a minimum of 40 hours a week spread across various activities. Full-time students normally take 30 ECTS-credits per semester, or 15 ECTS- credits per quarter. For more information, see also <http://studentportal.gu.se/english/graduation-and-degrees/degrees/grading-system>.

### **Exams**

All courses include continuous and/or final assessment of student performance. Normally the assessment is accomplished through one or more written or oral examinations during or at the conclusion of a course. Note that you need to register for exams, and bring a valid ID or passport to the examination.

### **Mandatory Introduction Day at the Faculty**

During the Faculty Introduction and Welcome (see *Deadlines and Important Dates*) you will meet the Departmental International Coordinators, the Student Association and other representatives from the Faculty. You will be provided with necessary information regarding your studies – such as registration, enrolment and getting your ID card - as well as other important details about your time here. We expect you therefore to attend this session.

## Certificate and Transcript of Student Records

Upon completion of the exchange and once all results have been registered, your host department will issue a Transcript of Records listing all courses, credits earned, and course grades obtained. The document will be sent to the address/addresses in accordance with the agreement.

## Immigration

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### EU and EEA Citizens

Visiting students must be in possession of a valid passport, or other proof of citizenship. If the planned stay in Sweden is longer than three months you have to apply for residence permit from the Swedish Migration Board. This is done *after* arrival in Sweden.

### Non-EU and non-EEA Citizens

Visiting students must be in possession of a valid passport and a student visa. Visa applications should be made directly to the Swedish Embassy in the student's home country, and must be accompanied by a Letter of Acceptance from the faculty office or one of the departments within.

Students who require a visa to study in Sweden will have their Letter of Acceptance sent to them as soon as possible after they have completed their academic online application, since a **visa application will take up to three months**. If you need a visa, please make sure to complete your academic online application as early as possible!

Relevant links:

[www.migrationsverket.se/info/start\\_en.html](http://www.migrationsverket.se/info/start_en.html)

[www.polisen.se/en/](http://www.polisen.se/en/)

## Health Insurance

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The University of Gothenburg provides insurance to cover its international exchange students through the Swedish State's Insurance. The insurance is free of charge and covers all exchange students. You normally get the certificate from your host department just before the start of your studies. If, however, you need the proof of insurance certificate earlier – e.g., for visa purposes - please contact your host coordinator. Full terms and conditions can be found at [www.gu.se/insurance](http://www.gu.se/insurance) or at <http://www.kammarkollegiet.se/english/insurance> [see *Terms and conditions 2015 Student IN insurance*]

## Other Useful Links

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Information about Gothenburg  
Information about Sweden  
University of Gothenburg

[www.goteborg.com](http://www.goteborg.com)  
[www.studyinsweden.se](http://www.studyinsweden.se)  
[www.gu.se](http://www.gu.se)