

# Official Matters

**Orientation for International Students, Autumn Semester 2024**

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# Topics

- Registration as a Student at UEF
  - Student Cards
- Right of Residence
  - Residence Permit
  - Registering the Right of Residence (EU citizens)
- Registration at the local DVV Office (Digital and Population Data Services Agency)
- Health Care
- Working
- Driving
- Banking
- Phones
- Recycling



# Registration as a Student at UEF

<https://kamu.uef.fi/en/tietopankki/registration-instructions-for-new-students/registration-for-new-students/>

- The very first thing to take care of. (The degree seeking students from outside EU should have a residence permit first.)
- Fill out the form online (a separate form for the exchange students and for the degree seeking students)
- After submitting the form the staff at the Student Services will process the information and you will receive the Study Certificate by email after this has been done.
- After receiving the Study Certificate you have an official student status at UEF and you can activate your UEF username.
- The Study Certificate or a student card proves your student status and is needed in all official matters.

# Student Cards

- **Frank**

<https://www.isyy.fi/en/services/membership/student-card-and-term-sticker.html>

- The Student Union membership is required
- Frank App and plastic card
- Study right number at UEF is needed

- **Tuudo**

<https://kamu.uef.fi/en/tools/download-tuudo-the-mobile-app-for-students/>

- Mobile app
- Register with your UEF username and password
- Automatic timetable generator for the courses you have registered
- Digital library card
- Campus maps
- Menus of campus restaurants

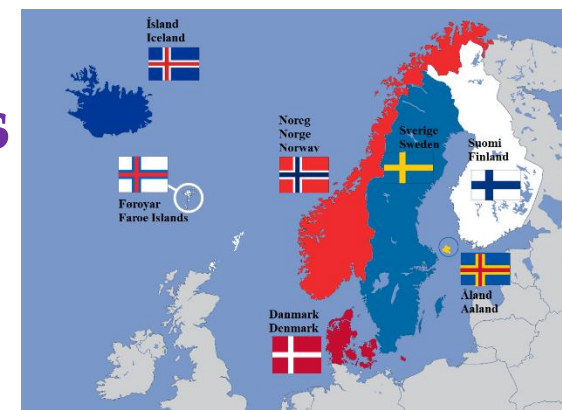
# Right of Residence

<https://migri.fi/en/studying-in-finland>

- **Your citizenship and the length of your stay determine what you should do.**
- **Your citizenship**
  - the Nordic countries (Sweden, Norway, Denmark, Iceland, Faroe Islands, Greenland)
  - EU member states, Liechtenstein and Switzerland
  - other countries (non-EU)
- **Length of your stay in Finland**
  - 3 months or less
  - 3-12 months
  - Longer than a year

# Right of residence - Nordic citizens

## Notification of Move



- Inform the **DVV Office** (Digital and Population Data Services Agency) about your move within a week  
<https://dvv.fi/en/international-%20student>
- Nordic citizens are registered in the population register of only one country at a time
- Forms are available online
- To register you will need
  - identification (passport, ID card issued by the police or other corresponding document) – driving license is not accepted, study certificate
- No need for the EU citizen's registration of the right of residence

# Right of Residence – EU citizens

## Registration of the right of residence



- No residence permit required from the students from the EU member states, Liechtenstein and Switzerland.
- If you stay **longer than 90 days**, register your right of residence at the Immigration Service (Migri)
  - The closest is in Kuopio, Address: Ajurinkatu 45
  - Make an appointment online:  
<https://migri.fi/en/service-points>  
Open Mon, Tue, Wed and Fri 8-16.15, Closed on Thu
- The registration should be done within 3 months.
- **If you travel outside the Finnish borders, the period of 90 days will start over again!**
- For EU citizens staying in Finland for more than a year: registering the right of residence in Migri is required before you can have the permanent status in Finland (in DVV)

# Documents you need

- Identification: <https://migri.fi/en/identification>
  - Registration application (on-line or paper) or with on-line banking the application is on-line:  
<https://enterfinland.fi/eServices/info/europeancitizens>
  - A valid identity card or passport
  - The Study Certificate
  - A proof of your funds or a scholarship to cover your living expenses in Finland
    - For example a document from your home university stating your exchange period and the scholarship you have received
    - Or another proof of how you are going to finance your stay in Finland (for example a letter from your parents)
  - Fee is 52 €.
- <https://migri.fi/en/registration-of-right-of-residence>





# Right of residence – non-EU citizens

## Residence permit

- Residence permit is required before entering Finland.
- Usually valid for a year or for the study period.
- Apply for extension about 3 months before your permit expires.  
If you plan to travel outside Finland, take this into consideration.

- Renewing your residence permit at the **Immigration Service, Migri**

- Fill in the application on-line
- Closest Migri is in Kuopio, address: Ajurinkatu 45
- Make an appointment online:

<https://migri.fi/en/service-points>

Open Mon, Tue, Wed and Fri 8-16.15, Closed on Thu

# Right of residence – non-EU citizens

<https://migri.fi/en/application-for-an-extended-permit-on-the-basis-of-studies>

- Documents required for extending the residence permit
  - a valid passport and colour copy of your passport
  - a proof of sufficient financial means (€560/month)
  - a proof of the tuition payment or a proof of a scholarship
  - a proof of health insurance
  - a study certificate (proving that you are a student)
  - transcript of records (proof of the progress of your studies)
  - a photograph <https://poliisi.fi/documents/25235045/31329600/Passport-photograph-instructions-by-the-police-2020-EN-fixed.pdf/1eec2f4c-aed7-68e0-c112-0a8f25e0328d/Passport-photograph-instructions-by-the-police-2020-EN-fixed.pdf?t=1600671672633>

Fees for extended permit: 180 € for electronic application and 250 € for paper application

# Digital and Population Data Services Agency = DVV for **Finnish Personal Identity Code** for **Notification of Move**

All international students need the **Finnish personal identity code**

–you can get it from the DVV Office

- The **personal identity code** is always used in official matters in Finland.
- The personal identity code = your date of birth and four digits or three digits and a letter in a certain form (for example 010199-123B, 010100A1234)
- Inform the UEF Student Services (email: [opiskelu@uef.fi](mailto:opiskelu@uef.fi)) about it as soon as you have it either by visiting the office and showing it or sending an email saying that you have it and what to do next. Use your UEF email when sending the code by email.
- The students with a residence permit may already have the Finnish personal identity code on their residence permits. Please check. If you have it, inform the UEF Student Services.

# Digital and Population Data Services Agency for **Finnish Personal Identity Code** for **Notification of Move** for **Municipality of Residence**



- The basic data on foreigners are entered in the population information system
  - Name, date of birth, nationality, familial relationships and address
- **Notification of Move** will be done at the same. Your postal address in Joensuu/Kuopio is registered.
- **Non-European degree students who stay in Finland for at least a year** should register at the DVV Office for the **municipality of residence (kotikuntaoikeus)** even if they have the personal identity code already => the possibility to use Finnish public health care

# Documents for registration in the Digital and Population Data Services Agency

## 1. Fill out the online form

Fill in the online registration form on the DVV website:

<https://dvv.fi/en/international-student>

## 2. Follow the instructions you have received from the DVV Office by email.

## 3. Visit the DVV office and bring along the required documents.

These documents are required

- Your passport or ID
- Your study certificate
- Your residence permit/EU citizen's registration of the right of residence if you have one

# Documents for registration in the Digital and Population Data Services Agency

## In Joensuu

You can visit the DVV Office at 9.00-15.30 on 3 Sept, 5 Sept, 10 Sept, 12 Sept, 19 Sept, 26 Sept without making an appointment.

- If you miss these, you can visit the office at 9-12 on Wednesdays and on Fridays without an appointment.
- Or you can book an appointment online:  
<https://secure.vihta.com/public-ng/dvv/#/home>

Address: Kauppakatu 40 (city centre), <https://dvv.fi/en/joensuu-en>

# Documents for registration in the Digital and Population Data Services Agency

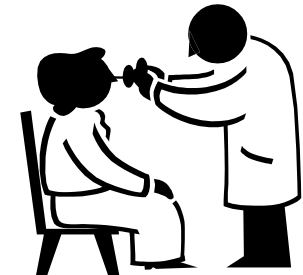
## In Kuopio

You can visit the DVV office at 9-11 and 12-15 on 9 Sept or 10 Sept without making the appointment.

- If you miss this date, you can visit the office at 9-12 on Wednesdays and on Fridays without an appointment.
- Or you can book an appointment online:  
<https://secure.vihta.com/public-ng/dvv/#/home>
- Address: Kallanranta 11 (city centre, close to the lake), a new location,  
<https://dvv.fi/en/kuopio-en>

# Health Care in Finland

- **Finnish Student Health Services-** Health care for students
  - Only for the degree seeking (Master's and Bachelor's) students
  - NOTE: the fee for Student Health Care to be paid by the non-EU students: <https://www.kela.fi/web/en/healthcare-fee-for-students-in-higher-education> (For the EU students this is paid by their home countries.)
  - Exchange students and PhD students are not entitled
  - Not for emergencies
  - An online info session for international Bachelor's and Master's students at 9.30-10.15 on Thu 3 Oct. More information and the link: <https://www.isyy.fi/en/whats-on/upcoming-events/wellbeing-week-2024.html>
- **Public health care**
  - General public health care
  - Weekends, nights and emergencies
- **Private health care**
  - accessible
  - expensive





# Public Health Care – who is entitled to use

- **Citizens of EU and EEA member states**
  - European Health Insurance Card (EHIC)
  - not totally free, same fee as for Finns
- **Non-EU citizens**
  - must have an insurance: <https://migri.fi/en/insurance>
  - entitled to emergency health care ONLY and full costs must be paid
  - Medical treatment is expensive.
  - If you have the **municipality of residence (kotikuntaoikeus)** and a **permanent address** in Finland (staying in Finland for the minimum of one year), you are entitled to the same health care benefits as Finns.
- **Citizens from the countries having a social security agreement with Finland**
  - Nordic countries, the United States, Canada, Chile, Israel, Australia, India, China and South Korea

<https://www.kela.fi/from-other-countries-to-finland-social-security-agreements>

# Public Health Care in Joensuu

<https://www.siunsote.fi/en/web/english>

<https://www.siunsote.fi/en/web/english/health-stations-and-emergency-care>

- General health care

- You can find the information on health stations here  
<https://www.siunsote.fi/en/web/english/health-stations-and-emergency-care>
- To make an appointment, call the telephone service of the health station you want to visit Mon-Fri at 8.00-16.00
- Never free of charge
- Appointment fees for EU citizens and those who have municipality of residence in Joensuu  
<https://www.siunsote.fi/en/web/english/customer-fees>
  - GP approx. 23 €
  - Specialist doctor approx. 45 € (only by GP's referral)
  - Unused, not cancelled appointment about 52 €



# Public Health Care in Joensuu

- Evenings and weekends Central Hospital
  - Mon-Thu at 4-10 pm, Fri 3-10 pm
  - Weekends and public holidays 8 am – 10 pm
  - Call the Medical Helpline at +358 (0)17 116 117 beforehand
- At night, in accidents and emergencies

<https://www.siunsote.fi/en/web/english/health-stations-and-emergency-care>

- If possible, call the Medical Helpline at +358 (0)17 116 117 beforehand
- Central Hospital (päivystys, on-call), address: Tikkamäentie 16, building J2
- Only for emergencies: if it is not an emergency, contact the health care next morning



# Public Health Care in Kuopio

<https://pshyvinvointialue.fi/web/en>

(Sorry, the websites are in Finnish. Maybe you can use a translation tool.)

- General health care <https://pshyvinvointialue.fi/laakarinvastaanotto>
  - Main Health Centre, address: Tulliportinkatu 15 H
  - Doctors are appointed to patients according to their address
  - To make an appointment, in urgent cases call the team nurse at 8-16 on Mon-Thu, at 8-15.30 on Fri. In non-urgent cases call at 8-10.
  - Never free of charge
  - Appointment fees for EU citizens and those who have municipality of residence in Kuopio:
    - GP approx. 23 €
    - Specialist doctor approx. 45 € (only by GP's referral)
    - Unused, not cancelled appointment about 57 €



# Public Health Care in Kuopio

<https://pshyvinvointialue.fi/web/en/emergency-care>

- Evenings and weekends (KYS Hospital)
  - Mon-Thu at 4-10 pm, Fri 3-10 pm
  - Weekends and public holidays 8 am – 10 pm
  - Call the health care service at +358 (0)17 116 117 beforehand
- At night, in accidents and emergencies
  - If possible, call the health care service at +358 (0)17 116 117 beforehand
  - Kuopio University Hospital (KYS – päivystys, on-call), address: Puijonlaaksontie 2
  - Only for emergencies: if it is not an emergency, contact the health care next morning



# General emergency number in Finland is 112

## When to call 112?

- In genuine emergency when urgent assistance from police, paramedics, or firefighters is needed.

# Private Health Care in Joensuu and in Kuopio

- Good choice if you have a private insurance to cover all the costs.
- Be prepared to pay or make sure your insurance will cover the fees.

## Private Health Care Clinics

For example

- Mehiläinen [www.mehilainen.fi](http://www.mehilainen.fi)
- Pihlajalinna ITE <https://www.pihlajalinna.fi/>
- Suomen Terveystalo [www.terveystalo.com](http://www.terveystalo.com)

# Pharmacies

- Medicine is sold only in pharmacies.
- Medication with prescription and without
- Electronic prescriptions
  
- Opening hours
  - Mon – Fri 8:00/10:00 – 18:00/19:00
  - Sat 8:30/9:00 - 14:00/15:00
  
- Yliopiston apteekki (University Pharmacy)
  - In Joensuu: Koskikatu 7, right by the marketplace (tori)
  - In Kuopio: Puijonkatu 23, right by the marketplace (tori)
  - Open daily 8:00-23:00
  
- In Kuopio the closest pharmacies to campus are in Prisma and at the University Hospital KYS





# Working in Finland

- Finding a job is not easy for a foreigner
- Finnish skills is often required, at least some Finnish. The more you know the better!
- Useful links:

[www.aarresaari.net](http://www.aarresaari.net) → English

[www.mol.fi](http://www.mol.fi) → Job Market, Finland

<https://www.jobteaser.com/en>

- Work permit?
  - Student from EU/EEA + Switzerland: no permit needed, no limitations for working
  - Non-EU students: 30 hours/week on average and fulltime during holidays. No restrictions for work which is included in your degree (training or thesis): <https://migri.fi/en/studying-in-finland>

# Taxation



<https://www.vero.fi/en/individuals/>

- If you work, you need to pay tax (vero) in Finland.
- You need the Finnish Personal Identity Code for the tax card and you need a tax card in order to work here.
- Contact the Tax Office (verotoimisto) to get the tax card and give it to your employer so that they can deduct the tax from your salary.
- If you don't have the tax card, 60% taxes will be deducted from your salary.
- Your nationality, length of stay in Finland, etc. determine your tax rate. Finland has tax treaties with many countries.
- If you work in Finland, please contact the Tax Office.

# Banking

- If you come from a SEPA (Single European Payments Area), not necessary to open a bank account in Finland (IBAN/BIC/SWIFT codes work) – use on-line banking
- Paying bills in cash is difficult.
- Banks are open from 9:30/10:00 to 16:00/16:30
- Cash points: in Kuopio nearest in Prisma Supermarket; in Joensuu in the city center
- Banks for example:
  - Nordea, Osuuspankki, Danske Bank, S-pankki, Säästöpankki
- Opening a bank account in Finland is a lengthy process.
- Online banks for example:
  - N26, Revolut, Wise (former TransferWise)



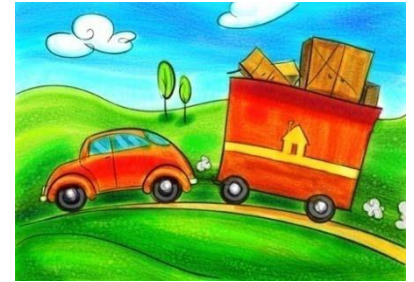
# Good to Know about Cycling



- Cyclists must keep to **cycle tracks** whenever possible.
- Keep to the **right**.
- Use a **white front light** and a **red rear light** in the dark. There will be a fine if you don't.
- **Reflectors** on the bike are compulsory, too. **Everybody should wear reflectors in the dark!**
- A proper **helmet** may look stupid but can save your life.
- When joining a street from a cycle track, the cyclist must always give way to other traffic both from the left and from the right.

# Driving in Finland

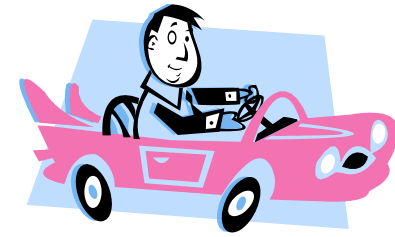
Are you allowed to drive in Finland?



- A license from an EU/EEA country is valid
- A license from a country that has signed the Geneva or Vienna convention countries is valid for two years after your arrival date. After that it is to be changed into a Finnish driving license.
  - For example Egypt, Ghana, India, Russia, Turkey, USA
- Driving licenses from other countries are valid for one year after your information is entered into the Finnish population system (registration at the Digital and Population Data Services Agency)

<https://www.infofinland.fi/en/information-about-finland/basic-information-about-finland/traffic-in-finland>

# Good to Know about Driving in Finland



- The general **speed limit** in Finland is 30 or 40 km/h in built-up areas and 80 km/h outside
- **Speed surveillance** cameras are common
- **Headlights** and **seatbelts** must be used at all times
- **Winter tires** mandatory according to weather and road conditions
  - friction or studded tires
  - engine heaters in winter are recommended
- **Using phone** when driving is not allowed! A hands-free device has to be used.
- When driving at night/around dusk beware of **moose or reindeer**
- If you drive, do not drink!
- Immediate arrest if your blood **alcohol level is over 0.5 ‰**
- If you own a car, make sure you have paid all the necessary **insurance fees** in Finland

<https://www.liikenneturva.fi/en/road-safety>

# Mobile Phones

## Phone subscriptions

- Students from EU area: check the prices with your own operator
- Two options in Finland
  - **Pre-paid**: a bit more expensive phone calls, no bills or fees, from R-kiosks
  - **Subscription**: a deposit or a sponsor is required, from mobile phone shops
- Check out for the best deals
- Mobile operators: Telia, Elisa, DNA





# Recycling

- Do not buy anything you do not really need!!
- Reuse things.





# Recycling



- Different kind of waste goes into different containers.
- Various containers by the rubbish shelter or at the recycling points (containers next to Prisma):
  - Biowaste = biojäte, no plastic bags!
  - Paper = paperi
  - Household cardboard and cartons = pahvi (cartons for milk and yogurt, biscuit boxes)
  - Hazardous waste (batteries, chemicals)
  - Glass = lasi
  - Tins and cans – metal = metalli
  - Plastic = muovi, dry and clean plastics (hard and soft plastic):
    - plastic packs and wrappings for goods and for food
    - Household waste (mixed)

# Recycling

- Bottles and cans (plastic, metal, glass) – return them in a machine and you will get money back!
- Bottles from LIDL have their own system
- Unused medicine should be taken to a pharmacy



# Kiitos!



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