Checklist for Incoming Exchange Students

Before your arrival at Umeå University

☐ **Check your Notification of Selection Results (admission letter)**
  Go to your page on universityadmissions.se to find out which courses you have been admitted to. No hard copy will be sent.

☐ **Arrange an additional insurance, if needed**
  All exchange students at Umeå University are covered by an insurance policy, Student IN, covering necessary and reasonable costs for emergency health care and emergency dental care. For full details about the Student IN insurance visit: Kammarkollegiet.

  - The insurance is free of charge.
  - The insurance is activated two weeks before the start of your studies and ends two weeks after the end of your study period.

  **Note:** You are, no matter nationality, strongly advised to take out your own Health, Travel and Accident insurance policy.

☐ **Apply for a Residence Permit or Visa, if needed**
  If you need a residence permit you have to be admitted to full-time studies (30 ECTS/term).

  For studies lasting shorter than three months, you should not apply for a visa instead of a residence permit. The Notification of Selection Results serves as the official admission document for your residence permit or visa application. When you apply you will be asked to upload an insurance certificate. If you do not have a private insurance, you should upload your Notification of Selection Results where you are asked to upload a proof of insurance.

☐ **Arrange your travel**
  Arrange your travel to Umeå according to the Arrival days, if possible. The recommended arrival days are 24–25 August 2020.

☐ **Attend the Orientation**
  The Orientation is a digital event which will be held 26–28 August 2020. You will be able to choose which one of these dates you want to participate. A newsletter will be sent in the beginning of August with more information. Here you can find more information about the Orientation Programme.

☐ **Sign up for the Buddy Programme**
  Visit the website to sign up for the Buddy Programme.

If you have applied for accommodation through the International Housing Office (IHO)

☐ **Fill in the Arrival Form**
  As soon as you have your travel arrangements set, fill in the Arrival form.

☐ **Bring your own bedding**
  A student room is equipped with a mattress, a duvet and a pillow. You need to bring your own bed sheets.

☐ **Bring your own LAN-cable**
  There is no wi-fi at the student residence halls. For internet you need to bring a LAN-cable, or if you want wi-fi, your own router.
Please note that there is no add/drop period for courses at Umeå University
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Request your Transcript of Records (grades)
Infocenter can provide you with a hard copy of your Transcript of Records upon request. Please use the Infocenter contact form.

Get a signature on documents, if needed
Some universities require their students to bring back signed documents, for example Confirmation of Departure. Make sure to fill out the information requested in your document. Please send your study related documents in need of signatures to the International Office: incoming.io@umu.se

If you have applied for accommodation through the International Housing Office (IHO)

Plan your departure
Even though it might seem far away, we recommend that you plan your departure according to your housing contract.

Read the information about returning home
Read the information and follow the instructions about Returning home.

Swedish Study System
Accommodation
International Student Guide
Exchange student FAQ
Digital Map of Campus Umeå

UMEÅ UNIVERSITY