

## Information regarding application to tropEd courses at the Department of Epidemiology and Global Health at Umeå University

- **You must submit a digital application.**
- Since the admission is done centrally in Sweden, it's very important that you upload supporting documents that shows that you meet the entry requirements. Without the supporting documents your application will not be processed.
- After you have submitted your application digitally, send an email with your name, personal number and the application number (given by the application system) to [marie.lindkvist@umu.se](mailto:marie.lindkvist@umu.se)

All tropEd courses at Umeå University have the entry requirements:120 ECTS, of which a minimum of 30 ECTS are within one of the following: health sciences, environmental health or social sciences. English proficiency equivalent to English B/6 from Swedish Upper secondary education.

- For the course Advanced topics in health economic evaluation methods the applicant must also have a passing grade from the tropEd course Health economic evaluation methods or have equivalent qualifications.
- For the course Methods in Social Epidemiology the applicant must have a passing grade from the course 3FH038 Epidemiology or have equivalent qualifications.

### Steps in the application process:

- A) Create a user account <https://www.universityadmissions.se/en/apply-to-masters/create-a-user-account-masters/>
- B) Apply to the course: <https://www.universityadmissions.se/intl/start>  
**All documents regarding your application must be uploaded to your account at [universityadmissions.se](https://www.universityadmissions.se)**
- C) Please read the compiled information below from the [University Admissions.se](https://www.universityadmissions.se) site, to find out what you need to submit by the deadline (the "green-colored" general document requirements are essential).

### **1. Transcripts of completed courses and grades for each semester included in your degree. If you have had courses credited/transferred from previous studies, you must also submit official transcripts for those courses.**

The certificate/diploma must be officially issued by a representative of the Academic Registrar's Office, the Examinations Office, or the equivalent office that issues official transcripts of records at your university. This means that your transcript has been signed and, where appropriate, stamped by the issuing institution (e.g., controller of examination, secretary, registrar, dean or the equivalent). Different countries and universities can have their own methods of certifying that documents are official. We've let you know on your required documents for your country:

<https://www.universityadmissions.se/en/apply-to-masters/provide-application-documents-masters/country-instructions/>

### **2. Proof of English language proficiency Meeting the English requirement**

If the Upper secondary studies completed in your country do not meet the English requirement for studies in Sweden, you can demonstrate that you meet the English language requirement through certain university studies, or an internationally approved English test. Find out more at English language requirements

<https://www.universityadmissions.se/en/entry-requirements/english-language-requirements/>

### **3. Proof that you meet the specific entry requirements**

It's important that you check the tropEd website for information regarding the specific entry requirements for the course you have applied to and any other documentation they may require.

**4. To speed up the processing of your application, we require a copy of the page in your passport with your personal data and photograph, or some other identification document.**

### **Translation requirements**

Academic qualifications issued in English by the university are accepted. In this case, you don't need to provide documents in the national language.

If your documentation is issued in another language, you need to submit documentation in both the original language and an official translation. Official means that a translation company or a person who works as a translator must complete your translation. Accepted languages for translations are Swedish and English.

### **Special document instructions**

All documents (diploma + transcript) must be uploaded in the original version. We do not accept uploaded copies.

Self-certified transcripts, including printouts or screenshots from self-service websites, are not acceptable.

Further information can be found at Requirements for certification

<https://www.universityadmissions.se/en/apply-to-masters/provide-application-documents-masters/your-documents-must-be-officially-issued/>

### **Your name and birthdate must match on all documents**

In order for your documents to be accepted:

- The name and birthdate provided must be the same on all your documents (ID, transcripts, degree certificate, etc.).
- The name on your documents must match the name you reported in your account at Universityadmissions.se.
- If the names are different, you must provide us with documentation (for example, a marriage certificate if you've been married) as to why they don't match.
- If the birthdate on any of your documents is different from your passport, the difference must be explained with official documentation or an affidavit explaining the discrepancy.

For questions: Contact the University Admissions Support Centre:

<https://www.universityadmissions.se/en/support-centre/#humany-universityadmissions=/contact>