Dear degree-seeking students,
This information sheet summarizes the most relevant aspects needed for getting started at the University of Tartu. The same information, though in a different format, is also provided at the university's website on www.ut.ee/en/welcome. Please let us know if any questions arise from the content below.

### Contacts for admissions and documents’ submission

<table>
<thead>
<tr>
<th>Admissions Office</th>
<th><a href="mailto:admissions@ut.ee">admissions@ut.ee</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address: Ülikooli 18, 132 50090, Tartu, Estonia</td>
<td></td>
</tr>
</tbody>
</table>

### Contacts for study related matters and visas/residence permits

<table>
<thead>
<tr>
<th>Study Abroad Centre</th>
<th>Ms Ülle Tensing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address: Ülikooli 18, 134 50090, Tartu, Estonia</td>
<td>Tel: (+372) 737 5150</td>
</tr>
<tr>
<td></td>
<td>E-mail: <a href="mailto:ulle.tensing@ut.ee">ulle.tensing@ut.ee</a></td>
</tr>
</tbody>
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<thead>
<tr>
<th>Visas/residence permits</th>
<th><a href="mailto:studentvisasupport@ut.ee">studentvisasupport@ut.ee</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation at UT dormitories</td>
<td></td>
</tr>
<tr>
<td>Narva str 25 51013 Tartu</td>
<td>Tel: (+372) 740 9959</td>
</tr>
</tbody>
</table>
**Academic year 2018/2019**
Recommended arrival date: 28.08.2018
Orientation course: 29.08 – 31.08.2018

Autumn semester: from 03.09.2018 to 04.02.2019
Spring semester: from 11.02.2019 to 30.06.2019

**Getting to Tartu**
Tartu is located in southern Estonia and can be reached by bus, train, or plane from a variety of cities across Europe. Students frequently fly into the Tallinn or Riga airports and take a bus directly to Tartu. Tartu can also be reached by plane directly from Helsinki. However, there are numerous other options, which are detailed here: [https://www.ut.ee/en/welcome/arrival-estonia](https://www.ut.ee/en/welcome/arrival-estonia). **NB!** Students, not the University of Tartu, are responsible for arranging their own transport to Tartu!

**Housing in Tartu**

**NB!** Applying for a place in the UT dormitories is the student’s responsibility. The application period is **1-10 June**. Please see detailed information here: [http://www.ut.ee/en/welcome/housing](http://www.ut.ee/en/welcome/housing)

Please keep in mind the rules regarding application for accommodation at the UT dormitories and carefully read the information provided on the above-indicated website. The deadlines set for both application and payment of deposit (150 euros for one place in a two-person room) are strict and cannot be extended.

Dormitories mainly consist of twin rooms with a shared bathroom and kitchen (usually 2-3 rooms share a bathroom and a kitchen, in some dormitories the bathroom and kitchen are shared with the entire floor). The rooms include essential furniture. Students should bring (or rather buy in Tartu) their own linens, blanket, pillows and cookware. Before buying new cookware, find out if previous tenants have left behind any cookware that you could use. Tartu’s Erasmus Student Network office (Pikk 14) often collects leftover bedding sets and may be able to provide you with one free of charge. More information about the dormitories can be found here: [www.campus.ee](http://www.campus.ee)

After arriving in Tartu, you can go directly to the dormitory. **Dormitories are open 24/7** and there is no need to find a hotel if you arrive late at night.

If the life in dormitories does not seem to be your style, you can rent an apartment. The prices range from approximately 200 EUR in the farther parts of the town to 450 EUR or more in the centre (1-2 rooms). The rents are the highest in August and September. For alternative housing options, please see [http://www.ut.ee/en/welcome/housing](http://www.ut.ee/en/welcome/housing)

**Orientation course**
Before the beginning of the autumn semester, approximately **29 August – 31 August, 2018** (exact dates will be specified), the Study Abroad Centre offers an orientation course for newly admitted international students. The course includes:
• meeting the representatives of the university;
• introduction to the university’s study system;
• tour of the university, the library and the town;
• meeting the tutors.

It is highly recommended that you participate in the orientation course. If you cannot participate in the orientation course, please inform studentvisasupport@ut.ee of your planned arrival in Tartu. For more information about the orientation course, check https://sisu.ut.ee/gettingstarted/where-and-when

The detailed schedule of the orientation course will be available on the same website about 2 weeks before the course.

Cost of tuition
Full-time students studying in tuition-based spots in English-taught programmes must pay the tuition fee each semester. Tuition fees and credit point prices for English-taught programmes in 2018/2019 are listed here.

If you have a tuition-waiver scholarship for an English-taught programme, you do not have to pay the tuition fee so long as you complete the required volume of the curriculum: 30 ECTS per semester and 60 ECTS per academic year. A full-time student will have to start to pay the tuition fee if the student is more than 6 ECTS short of the prescribed volume at the start of the next semester (i.e., 24 ECTS in the first semester, 54 ECTS in the second semester, etc.). Starting from the second semester, you will have to pay tuition fee for each credit point exceeding the permitted threshold of missing credit points (6 ECTS) in previous semesters. For details as how many credits one needs to take every semester, please see https://www.ut.ee/en/admissions/when-will-i-have-pay-tuition-fee

Courses
You can register to courses in the online Study Information System during the first two weeks of the semester. You will receive your username and password for the UT Study Information System by email at the end of August. Information on how to register for courses will be given during the orientation course. Guidelines are also available on www.ut.ee/en/studies/study-regulations/examinations-and-passfail-evaluations.

Right of residence for EU citizens
EU citizens have the right to stay in Estonia based on a valid travel document or identity card for the period of up to three months. As you are staying longer, you must register yourself as citizen of Tartu within three months from the date of entering Estonia in order to obtain the right of temporary residence. The registration process and the documents required for registration are listed here: www.ut.ee/en/welcome/eu-citizens-right-residence

After registration, the right of permanent residence is granted for a period of five years. All EU citizens also need to have an Estonian ID code, which will be given upon registering residency in Estonia. Finally, you will need to apply for an Estonian ID card, which will enable you to take advantage of a variety of e-services.

Health insurance for EU citizens
International students studying in Estonia are not covered by the Estonian Health Insurance Fund (Haigekassa), unless they are full-time PhD students or employed in Estonia. If you are an EU citizen and have valid health insurance in your home country during your studies in Estonia, you can apply for the EU health insurance card (EHIC) or
substitute certificate of an EU health insurance card (form E128). You should apply for that from the social service authorities in your home country before arriving in Estonia. For further information, see www.ut.ee/en/welcome/health-insurance-0

Residence permits/visas for non-EU students
All degree-seeking students without EU/EEA or Swiss citizenship need a temporary residence permit (TRP) in order to study in Estonia. There are a limited number of Estonian embassies that handle residence permit applications across the world. If you have less than 3 months left before entering Estonia, we strongly recommend applying for both D-visa and TRP simultaneously. Please check https://www.ut.ee/en/welcome/non-eu-citizens-residence-permits-and-visas to find out: i) what is TRP and D-visa and II) how you can apply for them at the same time.
All students applying for visas/residence permits need to consider that they must physically visit an Estonian embassy either in their home country or abroad. Those who need to go abroad or travel to a different city, please consider that travelling requires additional time and financial resources and plan accordingly so that your arrival in Estonia is not delayed. The countries with Estonian embassies that handle visa/residence permit applications include China, Turkey, Kazakhstan, Egypt, Australia, Ukraine, Belarus, Russia, USA, Georgia, Israel, Canada, India, Japan and some EU countries – Ireland, Finland, Great Britain, France, Latvia and Sweden.
Information regarding the application process and the documents to be submitted for TRP and long-term visa (D-type visa) is explained on http://www.ut.ee/en/welcome/non-eu-citizens-residence-permits-and-visas. Please make sure you read the information targeted to degree-seeking students, although you stay in Estonia only for one year. Once you read the guidelines given on the website, please think of the following aspects:

➤ Where, and in which country, can I apply for TRP and (if needed) for long-term (D-type) visa?
The list of countries in which visa and residence permit requests can be processed is available here. As stated above, please note that this process may require you to travel, and be sure to consider the time and costs involved in travelling and staying in another country!

➤ Do I have all the documents required to apply for a TRP/long-stay (D-type) visa?
A full list of documents required for the D-visa application is available here; the documents required for applying for a TRP are listed here. The same information is summarized for your benefit also here http://www.ut.ee/en/welcome/non-eu-citizens-residence-permits-and-visas
Please be aware that one of the required documents needed for TRP application is the university’s invitation. This is a document provided by the university directly to the Police and Border Guard Board in Estonia, so the students do not need to worry about that document.

➤ Considering the amount of time I have until the beginning of studies, can I apply only for TRP or should I also apply for D-visa at the same time?
Please remember that the application process can start once you have received the scanned admission letter from UT.
Do I have sufficient funds to support my studies in Estonia?

A reminder – minimum requirement for legal income is at least 280 euros per month, yet this is considered as an absolute minimum and does not cover your costs during studies. Please check the amounts needed for covering minimum costs on https://www.ut.ee/en/welcome/cost-living

When preparing TRP application documents, please check the guidelines given here: https://www2.politsei.ee/en/teenused/residence-permit/tahtajaline-elmanisluba/oppimiseks/index.dot Do not forget to sign the application documents properly!

If you get a stipend during your studies in Estonia, the proof of stipend payment can be used to prove adequate income. Other ways to prove legal income are:

- lawfully earned remuneration for work;
- parental benefits;
- unemployment insurance benefits;
- income received from lawful business activities or property;
- pensions;
- alimony (maintenance support);
- benefits paid by a foreign state;
- subsistence ensured by family members (i.e. spouse, parents of minor child, parents of adult children who need care and assistance, adult children or grandchildren of parents or grandparents who need care and assistance, parents or grandparents of adult child who is studying at full load, guardian) earning legal income.

Tuition-waiver scholarship is not a stipend, it is just allows you to study free of charge!

When preparing TRP application documents, please check the guidelines given here: www.politsei.ee/en/teenused/residence-permit/tahtajaline-elmanisluba/applications.dot Do not forget to sign the application documents properly!

NB! To have the right to hold the Estonian temporary residence permit for study, you must take courses for at least 22.5 ECTS per semester; otherwise your residence permit will be cancelled. The standard study load is 30 ECTS per semester.

Health insurance for non-EU citizens

International students studying in Estonia are not covered by the Estonian Health Insurance Fund (Haigekassa) unless they are full-time PhD students or employed in Estonia. Students from outside the EU will thus be required to purchase health insurance. There is a strict policy in Estonia regarding which instances must be covered by any health insurance plan when applying for a visa or residence permit. The Estonian Police and Border Guard Board has confirmed that only the following listed companies can be accepted: www.ut.ee/en/welcome/health-insurance-0

Please note that the insurance coverage needs to be given for the full period of studies, as TRP is also granted for full period of studies.

Student-to-student services

Tutors are the UT students who help newly arrived students adapt into academic environment at the University of Tartu. International students are divided into small groups and each group has a tutor. Please feel free to contact your tutor once you have
hearing from him/her. If you have not received any message from your tutor by the middle of July, please contact study@ut.ee.

In addition, there is **International Student Ambassadors (ISA)** network at UT. ISA includes international degree students who represent the university abroad and the UT international student community in Estonia. Follow them here: [https://www.facebook.com/utambassadors](https://www.facebook.com/utambassadors)

Moreover, there is **Erasmus Student Network (ESN)** who supports all international students studying at UT by offering various socializing activities. All the announcements about their weekly events can be followed on their Facebook page (TBA).

All of these groups have different functions. Learn more about them [here](#).

### After arriving to Tartu

Upon arrival to the university, all international students must bring the **original documents of their previous education level** to the Admissions office (the same set of documents you submitted with your application). This is not required if the same set of documents was sent directly by the higher education institution from which you graduated. Documents must reach the Student Admissions within the first 2 weeks from the beginning of semester (i.e., by 15 September).

### Useful links


About the city of Tartu – [www.tartu.ee](http://www.tartu.ee)

About Estonia and Estonians – [https://www.visitestonia.com](https://www.visitestonia.com) [www.estonica.org](http://www.estonica.org)

Learning some Estonian before coming to Estonia may make your arrival and first days in Estonia more enjoyable. One way to learn the basics of the Estonian language is to take the free online course on [www.keeleklikk.ee/index.php](http://www.keeleklikk.ee/index.php).

### Small checklist with some important dates and deadlines

<table>
<thead>
<tr>
<th>Event</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Confirming or cancelling my study offer</td>
<td>within 7 days from receiving UT’s admission notification</td>
</tr>
<tr>
<td>Applying for TRP and/or visa</td>
<td>approximately 10 days after receiving UT’s scanned admission letter. Admission letters (or conditional admission letters if not yet graduated) will be sent by UT within one or two weeks after confirming the study offer</td>
</tr>
<tr>
<td>Accommodation application period at UT dorms</td>
<td>1-10 June</td>
</tr>
<tr>
<td>Payment of accommodation deposit at UT dorms</td>
<td>10 days after receiving an offer</td>
</tr>
<tr>
<td>Orientation course for newcomers - new international students</td>
<td>29-31 August, 2018</td>
</tr>
</tbody>
</table>

Looking forward to seeing you in Tartu!

Yours sincerely,

Study Abroad Centre
Office of Academic Affairs
University of Tartu