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><strong>Admissions Office</strong></th>
<th><a href="mailto:admissions@ut.ee">admissions@ut.ee</a></th>
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<tr>
<td>Address</td>
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<th><strong>Visas/residence permits</strong></th>
<th><a href="mailto:studentvisasupport@ut.ee">studentvisasupport@ut.ee</a></th>
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<th><strong>Accommodation at UT dormitories</strong></th>
<th><a href="mailto:info@campus.ee">info@campus.ee</a></th>
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<tr>
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<td><a href="http://www.campus.ee">www.campus.ee</a></td>
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### Academic year 2019/2020

Recommended arrival date: 27.08.2019 for those willing to attend the orientation course in Tartu. The others can arrive by September 1, 2019.
Orientation course in Tartu: 28.08 – 30.08.2019

**Autumn semester:** 02.09.2019 - 02.02.2020

**Spring semester:** 10.02.2020 - 28.06.2020

**Academic calendar:** [https://www.ut.ee/en/academic-calendar](https://www.ut.ee/en/academic-calendar)
Getting to Viljandi
As for your arrival then there are many options to take the bus from Tartu or Tallinn and also a train from Tallinn. For bus information and schedules you can visit peatus website and you can buy the tickets online at tpilet. It takes about two and a half hours from Tallinn and an hour and 15 minutes from Tartu to get to Viljandi (even shorter by car). **NB!** Students, not the University of Tartu, are responsible for arranging their own transport to Viljandi!

Housing in Viljandi
**Tartu Student Village** is a non-profit organisation and is in charge of the housing. Its founders are the University of Tartu and the Student Council. The main function of the Student Village is housing students, guests and the staff members of the University. We have two dormitories here in Viljandi. Residence Halls „**Oma Kodu**“ and „**Tareke**“, application period is **1-10 of June, 2019**. Please apply for housing here (Please indicate in the comments section of the application that you will be living in Viljandi and if you have a preference concerning the residence hall, please write that down as well. Oma Kodu is the one located on Väike 6 and Tareke is the one on Jakobsoni 41).

If the life in the dormitory seems not to be of your style, you could also rent an apartment. The prices range from approximately 200 EUR in the farther parts of the town to 350 EUR or more in the centre (1-2 rooms). Information on rental apartments is available from real estate agencies and portals: www.kv.ee www.city24.ee
Ad board in the academy is also a great source for information about available rooms

Orientation course
Before the beginning of the autumn semester, approximately **28 August – 30 August, 2019** (exact dates will be specified), the Study Abroad Centre offers an orientation course for newly admitted international students in Tartu. 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.

For more information about the orientation course, check [https://sisu.ut.ee/gettingstarted/where-and-when](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. The students of Viljandi are not required to attend the course in Tartu, but if interested, you are welcome to join. Please make sure whether you need accommodation in Tartu for that period.

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 2019/2020 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, the Viljandi's office has more info on https://www.politsei.ee/en/kontakt/kmb/viljandi-teenindus/
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 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 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
Once you read the guidelines given on the website, please think of the following aspects:

➢ **Where, and in which country, can I apply for long-term (D-type) visa and TRP (if applicable timewise)?**

The list of countries in which visa and residence permit requests can be processed is available [here](http://www.ut.ee/en/welcome/non-eu-citizens-residence-permits-and-visas). 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](http://www.ut.ee/en/welcome/non-eu-citizens-residence-permits-and-visas); the documents required for applying for a TRP are listed [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.

➢ **Do I have sufficient funds to support my studies in Estonia?**

A reminder – minimum requirement for legal income is at least 300 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](https://www.ut.ee/en/welcome/cost-living).

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!

All questions linked to this topic, please send directly to [studentvisasupport@ut.ee](mailto:studentvisasupport@ut.ee)

**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 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](http://www.ut.ee/en/welcome/health-insurance-0) for TRP. For visa there are no restrictions, just that insurance policy valid for Estonia with insurance coverage of at least 30 000 EUR for the entire duration of the D visa period must be available.

**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 heard from him/her. If you have not received any message from your tutor by the middle of July, please contact [study@ut.ee](mailto: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 Viljandi**

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 2-3 weeks from the beginning of semester.

**Useful links**

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

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**

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<tr>
<th>Event</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Confirming or cancelling my study offer</td>
<td>within 7 working days from receiving UT’s admission notification</td>
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<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 after we have received your application</td>
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<td>Event</td>
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<td>Accommodation application period at UT dorms</td>
<td>1-10 June</td>
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<tr>
<td>Payment of accommodation deposit at UT dorms</td>
<td>10 days after receiving an offer</td>
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<tr>
<td>Orientation course for newcomers in Tartu - new international students</td>
<td>28-30 August, 2019 (optional)</td>
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Looking forward to seeing you in Viljandi!
Yours sincerely,

Study Abroad Centre
Office of Academic Affairs