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.

<table>
<thead>
<tr>
<th>Contacts for admissions and documents’ submission</th>
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<tbody>
<tr>
<td>Admissions Office</td>
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<tr>
<td>Address: Ülikooli 18, 132 50090, Tartu, Estonia</td>
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<table>
<thead>
<tr>
<th>Contacts for study related matters and visas/residence permits</th>
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<td>Visas/residence permits</td>
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<tr>
<th>Accommodation in Pärnu</th>
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<tbody>
<tr>
<td>Email: <a href="mailto:helen.viik@ut.ee">helen.viik@ut.ee</a></td>
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<tr>
<td><a href="http://www.campus.ee">www.campus.ee</a></td>
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</table>
**Academic year 2019/2020**
Recommended arrival date in Pärnu: 01.09.2019
Orientation week in Pärnu: 02.09 – 06.09.2019
Study begins in Pärnu: 09.09.2019

**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)

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**Getting to Pärnu**
Estonia is a small country that can be reached by plane or by boat. We have an international airport in our capital city Tallinn. From there you have to take a direct bus to Pärnu, our lovely resort town at the seaside on the western coast of the country. The bus ride takes 1,5 hours. You can also arrive at Riga airport in Latvia and take a bus to Pärnu from there, it is not too far, 2 hours or so. Let's say, Pärnu is on the half way from Riga to Tallinn. [https://visitparnu.com/en/why-to-visit-parnu/](https://visitparnu.com/en/why-to-visit-parnu/)

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**Housing in Pärnu**
University of Tartu Pärnu College does not have any dormitory. Our students are renting rooms in small hostels and hotels around the college. The prices are reasonable and living conditions good.

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**Orientation week at Pärnu College**
Pärnu College is organising an orientation week for all new students that starts on Monday, the 2nd of September with an opening ceremony. The week includes:
- Welcome at the college
- Meeting the representatives of the college
- Introduction to the studies
- Tour of the college and library
- Tour of the town and county
- Cultural evening
- Excursion to Tartu

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**Orientation course in Tartu**
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 in Tartu 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.
The orientation course in Tartu is not compulsory for the students of Pärnu College. In case you want to participate, 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 2019/2020 are listed [here](https://www.ut.ee/en/admissions/when-will-i-have-pay-tuition-fee).

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](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](https://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 Pärnu 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](https://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](https://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](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 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](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 a 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](https://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?**

  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! When preparing TRP application documents, please check the guidelines given here: www.politsei.ee/en/teenused/residence-permit/tahtajaline-elamisluba/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](http://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**

There is [International Student Ambassadors (ISA)](https://www.facebook.com/utambassadors) 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)](https://www.facebook.com/utambassadors) 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](https://www.facebook.com/utambassadors).

**After arriving to Pärnu**

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). It is possible to bring the documents during the excursion to Tartu, which is organised for international students during the orientation week at Pärnu College.
Useful links
Welcome web for international students – www.ut.ee/en/welcome
Study Information – www.ut.ee/en/prospective-students/study-related-information
About the city of Tartu – 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.keelekikk.ee/index.php.

Small checklist with some important dates and deadlines

<table>
<thead>
<tr>
<th>Event</th>
<th>Deadline/Information</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 documents by regular (snail) post</td>
</tr>
<tr>
<td>Orientation week for newcomers - new international students</td>
<td>02-06.09.2019</td>
</tr>
</tbody>
</table>

Looking forward to seeing you in Pärnu!
Yours sincerely,

University of Tartu