Studies at the University of Tartu

Study Abroad Centre

Spring 2018
Ülle Tensing
Getting started at UT

1. Course registration
2. Credits and assessment
3. Study Information System
4. Support students may need
Course registration (1)

• Official beginning of the upcoming semester **February 12**, and it runs until **July 1**. See also **academic calendar**

• First two weeks are for registration and cancellations. **Deadline: February 26**.

  - do not forget to cancel the courses you don’t plan to take;
  - registration/cancellation deadline can differ

• What if I cannot manage within two weeks…
Course registration (1)

Check the list of the **English taught courses**

Pay attention to:
- course level
- assessment method

Potential obstacles you may face:
- no vacancies
- not appropriate course level
- prerequisites not passed
- Estonian taught courses are not in the list
Numerical course code – **FLKE.03.154** – indicates to which academic unit, both faculty and its subunit (department, institute) the course belongs to.

**FLKE: Faculty of Philosophy, College of Foreign Languages and Cultures**
Course registration (1)

- Consult your home university’s coordinator (academic or administrative):
  - for transferring courses and credits;
  - which assessment methods are accepted and can you take courses with pass/fail evaluation;
- Learning Agreements
- Check upon course ECTS value and your home university’s requirements.
Credits (2)

- Workload is calculated in ECTS.
  1 ECTS credit point (26 hours of student work) is equivalent to 2 UK credit points and to 0.5 North American credit units.
Course load (2)

• Minimum requirement of UT: at least 15 ECTS per semester (except PhD-s and trainees);
• Exchange students usually take about 20-30 ECTS per semester;
• Check also the requirements of your home university!
Be realistic, watch your workload (2)
Assessment (2)

- The scales for the assessment of learning outcomes are:
  - differentiated assessment, i.e. examination – you will get a **grade** (from A to F).
  - non-differentiated assessment, i.e. pass/fail evaluation – **no grade**.

On transcript, there is no assessment expressed in percentages, but in letters.
Non-differentiated assessment (pass/fail) (2)

• If your home university requires grades, you **cannot take** courses with non-differentiated assessment;
• Most of the language courses have pass/fail assessment;
• It is not possible to change the assessment method!
## Detailed overview of the course "SORG.04.033 Contemporary Issues in the EU-Russian Relations (6 ECTS)"

<table>
<thead>
<tr>
<th>See general data</th>
<th>Back</th>
<th>Add exam outcomes</th>
<th>Show exam outcomes</th>
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</table>

### Academic year, semester, type of study
- 2013/2014 spring full-time

### Syllabus language
- English

### Assessment
- different level

### Lecturers
- Viacheslav Morozov (responsible)

### Languages of instruction
- English

### Minimum number of attendants
- 5

### Maximum number of attendants
- 58

### Study levels
- master's studies

### Info on course registration
- The course is open for registration 15.12.2012-10.02.2013. Cancellation deadline is 25.02.2013. Registration deadline for visiting students is 25.02.2013.
- If the limit for course attendants has been reached, you are offered possibility to reserve a study place.

### Forms of teaching and learning and no of hours
- Lectures: 32
- Independent work (including e-learning): 124

### Web-based learning
- Partially

### Study period (in weeks)
- 24:50

### Schedule of subjects

<table>
<thead>
<tr>
<th>Date</th>
<th>Type</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.02.2013</td>
<td>lecture</td>
<td>Introduction, Course overview and requirements. General guidelines for the final papers</td>
</tr>
<tr>
<td>20.02.2013</td>
<td>lecture</td>
<td>The EU and Russia in the changing world</td>
</tr>
<tr>
<td>27.02.2013</td>
<td>lecture</td>
<td>Key factors shaping the EU-Russia relations: rationalist analysis</td>
</tr>
<tr>
<td>06.03.2013</td>
<td>lecture</td>
<td>Key factors shaping the EU-Russia relations: constructivist analysis</td>
</tr>
<tr>
<td>13.03.2013</td>
<td>lecture</td>
<td>Russia and &quot;normative power Europe&quot;</td>
</tr>
<tr>
<td>20.03.2013</td>
<td>lecture</td>
<td>Institutional and legal framework</td>
</tr>
<tr>
<td>27.03.2013</td>
<td>lecture</td>
<td>Economic relations and trade</td>
</tr>
<tr>
<td>03.04.2013</td>
<td>lecture</td>
<td>Energy politics</td>
</tr>
<tr>
<td>10.04.2013</td>
<td>lecture</td>
<td>Energy politics (cont.)</td>
</tr>
<tr>
<td>17.04.2013</td>
<td>lecture</td>
<td>European Neighbourhood vs. Russia's near abroad?</td>
</tr>
<tr>
<td>24.04.2013</td>
<td>lecture</td>
<td>European Neighbourhood vs. Russia's near abroad? (cont.)</td>
</tr>
<tr>
<td>01.05.2013</td>
<td>lecture</td>
<td>Bilateral, regional, pan-European: issues, levels and linkages in EU-Russia relations</td>
</tr>
<tr>
<td>08.05.2013</td>
<td>lecture</td>
<td>Bilateral, regional, pan-European: issues, levels and linkages in EU-Russia relations</td>
</tr>
<tr>
<td>15.05.2013</td>
<td>lecture</td>
<td>Northern dimension and the Baltic Sea region</td>
</tr>
<tr>
<td>22.05.2013</td>
<td>lecture</td>
<td>Partnership for Modernisation</td>
</tr>
<tr>
<td>29.05.2013</td>
<td>lecture</td>
<td>Summing up and conclusion</td>
</tr>
</tbody>
</table>
Assessment (2)

- A course is considered completed after obtaining the positive result in the assessment of learning outcomes.
- Grades **A, B, C, D, E** of the assessment scale and "passed" are positive results, the negative results are the grade **F** and "not passed".
- **“Not present”** – it appears in SIS if student has registered for a course but doesn’t take an exam at the end of the semester and is considered as negative result.
Language requirements (2)

• Students who take courses in English must meet at least **level B2** requirement on CEF scale;

• In case the Eng. language level is lower, student will need to take a language test;

• If the test shows that language level is lower than level B2, studying at UT becomes problematic.
Study Information System
SIS – ÕIS (3)
www.is.ut.ee/pls/ois/tere.tulemast
www.is.ut.ee/pls/ois/tere.tulemast
Study Information System  
SIS – ÕIS (3)

- For registration purposes cannot be used without a password and username!
  - Do not use the ones given for online admission system!
  - It is not possible to log into SIS to check personal info and grades after one’s study period has ended!

- Guidelines and video tutorial:  
SIS – ÕIS (3)

Starting from next week, you will use SIS /ÕIS to:
- Manage your contact information;
- Register for courses (you have already done that);
- Check your course schedule;
- Check course information;
- Access study materials;
- Get information from the lectures and other UT staff;
- See all documents concerning your student status;
- …
## Support students may need (4)

### 1. About courses

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<th>College/Institute/School (30)</th>
<th>Study Abroad Centre (1)</th>
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<tbody>
<tr>
<td>Transcript of Records</td>
<td><strong>X</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courses: registration/cancelling</td>
<td></td>
<td><strong>X</strong></td>
<td></td>
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<tr>
<td>Learning Agreements, certificate of arrival/departure</td>
<td></td>
<td></td>
<td><strong>X</strong></td>
</tr>
</tbody>
</table>
Dean’s office - transcripts (4)

Only issued if student asks for it (it is not sent to student automatically).

Can be requested in 2 ways:

1) **In person** - only if all grades are in SIS.

2) If you leave before the grades are in SIS, then send **email** to deans office.

Dean’s office cannot issue Transcript of Records to the third parties. (Your friend cannot pick up your Transcript of Records).

Dean’s office contacts
Institute/School/College (4)

- Registering to courses;
- Missed the deadline for registration;
- Cancel the course after the deadline (except Faculty of Arts and Humanities – turn to dean’s Office);
- No free spaces at the course according to SIS
- Prerequisites;
- Other reasons
Institute/School/College (4)

- E-mail to a contact person at institute/school/college offering the course, **indicating in the e-mail your full name, the course title and the course code.**

- **Do not sign up** for unnecessary courses and cancel on time—other students may be deprived of participation.
Faculty of Arts and Humanities and its institutes (4)

- **Institute of History and Archaeology**
  Ludmilla Meiel: ludmilla.meiel@ut.ee, Jakobi 2-216

- **Institute of Philosophy and Semiotics**
  Ruth Jürjo: ruth.jurjo@ut.ee, Jakobi 2-315

- **Institute of Estonian and General Linguistics**
  Tiia Margus: tiia.margus@ut.ee, Jakobi 2-433

- **Institute of Cultural Research and Arts**
  Hille Roots: hille.roots@ut.ee, Ülikooli 16-101

- **School of Theology and Religious Studies**
  Heddy Haljak: heddy.haljak@ut.ee, Ülikooli 18-310

- **College of Foreign Languages and Cultures**
  Kätlin Luhamägi: katlin.luhamagi@ut.ee, Lossi 3-409

- **Viljandi Culture Academy**
  Priit Kilgas priit.kilgas@ut.ee, Posti 1 (Viljandi)

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**FLFI.02.122 Metaethics**
Faculty of Social Sciences and its institutes (4)

- **School of Law**
  Sirli Soomlais: sirli.soomlais@ut.ee, Näituse 20-324;

- **Institute of Economics**
  Kadi Kaur: kadi.kaur@ut.ee, J. Liivi 4-213;

- **Johan Skytte Institute of Political Studies**
  Oliivia Võrk: oliivia.vork@ut.ee, Lossi 36-301;

- **Institute of Social Studies**
  Maiu Reinhold: maiu.reinhold@ut.ee, Lossi 36-216;

- **Institute of Education**
  Ranet Rõõmusaar: ranet.roomussaar@ut.ee, Salme 1a-117;

- **Institute of Psychology**
  Marju Tammiste: marju.tammiste@ut.ee, Näituse 2 -211;

- **Pärnu College**
  Rita Viik: rita.viik@ut.ee Ringi 35-118 (Pärnu);

- **Narva College**
  Ivan Polynin: ivan.polynin@ut.ee, Raekoja plats 2-205 (Narva).
Faculty Science and Technology and its institutes (4)

Institute of Mathematics and Statistics
Ms Kelli Sander: kelli.sander@ut.ee, J.Liivi 2-513;

Institute of Computer Science
Ms Heili Kase: Heili.Kase@ut.ee, J. Liivi 2-217;

Regarding all other courses, contact:
Ms Hanna-Liisa Ennet: Hanna-Liisa.Ennet@ut.ee, Vanemuise 46-208
Faculty of Medicine and its institutes (4)

• Institute of Sport Sciences and Physiotherapy
  Ms Mare Vene: mare.vene@ut.ee, Jakobi 5-205.
• Regarding all other courses, contact:
  Ms Kadri Veeperv: kadri.Veeperv@ut.ee, Ravila 19
  (1st floor, left wing)
Other support services at UT (4)
www.ut.ee/en/welcome/support-services

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<th>Contact</th>
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</thead>
<tbody>
<tr>
<td>Career counselling</td>
<td>-</td>
<td><a href="mailto:noustaja@ut.ee">noustaja@ut.ee</a></td>
</tr>
<tr>
<td>Academic writing</td>
<td>AVOK</td>
<td><a href="mailto:avokeskus@ut.ee">avokeskus@ut.ee</a></td>
</tr>
<tr>
<td>Psychological counselling</td>
<td>-</td>
<td><a href="mailto:psyhholoog@ut.ee">psyhholoog@ut.ee</a></td>
</tr>
<tr>
<td>Students with disabilities</td>
<td>-</td>
<td><a href="mailto:mailis.sults@ut.ee">mailis.sults@ut.ee</a></td>
</tr>
<tr>
<td>Financial aspects</td>
<td>Getting Started</td>
<td></td>
</tr>
<tr>
<td>Visa assistance</td>
<td>Visas and residency</td>
<td><a href="mailto:studentvisasupport@ut.ee">studentvisasupport@ut.ee</a></td>
</tr>
<tr>
<td>IT services</td>
<td></td>
<td><a href="mailto:arvutiabi@ut.ee">arvutiabi@ut.ee</a></td>
</tr>
<tr>
<td>Students to students</td>
<td>Getting Started</td>
<td></td>
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<tr>
<td>Other daily matters</td>
<td>SAC</td>
<td>Your coordinator at UT</td>
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# Support services beyond UT (4)

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<th>Contact</th>
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<td>Banking</td>
<td>Banking system</td>
<td>-</td>
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<tr>
<td>Student dormitories</td>
<td>Housing</td>
<td><a href="mailto:info@campus.ee">info@campus.ee</a></td>
</tr>
<tr>
<td>Visas</td>
<td>Police and Border Guard Board</td>
<td><a href="mailto:migrationadvice@politsei.ee">migrationadvice@politsei.ee</a></td>
</tr>
<tr>
<td>Health</td>
<td>Heath care system</td>
<td>-</td>
</tr>
<tr>
<td>Sports</td>
<td>Sports facilities</td>
<td>-</td>
</tr>
<tr>
<td>Safety and security</td>
<td>Estonian Rescue Board</td>
<td>Emergency number -112</td>
</tr>
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Tänan!
Thank you!