Information for outgoing exchange students

Congratulations on your decision to spend a semester (or academic year) abroad as an exchange student at one of Umeå University’s partner universities! We hope you will have a great semester /academic year. Here you will get some information on the exchange in general.

Course choices and transfer of credits

The courses you take abroad must be acknowledged/transferred within your degree on your return to Umeå University. In order to get your course choices pre-approved by your department, a Learning Agreement shall be made. If you need to change courses during your time abroad, please get in touch with your study counselor to make sure that your new course choices also can be acknowledged/transferred.

The courses you have taken abroad will not automatically be transferred to Umeå University. You have to apply for this (even if you have a Learning Agreement):
http://www.student.umu.se/english/getting-your-degree/transfer-of-credits/?languageId=1

It is also important that you bring course documentation with you back home from the partner university (course syllabi, literature lists and more). In many cases this is mandatory in order to get your credits acknowledged/transferred.

If you are a student at USBE, please get in touch with Monica Palmqvist (monica.palmqvist@usbe.umu.se) regarding this.

Student stories

You can get in touch with Umeå University students who have been studying abroad before. Depending on where you are going you can get this information either from your department or from the International Office.

You can also get in touch with the International Office in order to get contact details to international exchange students from our partner universities who are currently studying at Umeå University.

Insurance

All Umeå University students going on exchange to one of Umeå University’s partner universities will automatically be covered by the insurance called STUDENT UT. More information on this insurance can be found here: http://www.kammarkollegiet.se/english/insurance

You will receive an insurance card or an insurance certificate from your department (or from the International Office, if they are in charge of your exchange).

EU/EEA citizens shall also, when going on exchange within Europe, bring their national European Health Insurance Card with them
https://www.forsakringskassan.se/privatpers/resa_arbeta_studera_eller_fa_vard_utomlands

Some partner universities also demand students to sign up for their own health insurances. If you are unsure if this applies to you and the university you are going to (usually this concerns universities outside Europe), please contact your department or the International Office.
Visa

If you need a visa, please get in touch with the embassy of the country you are going to in order to receive visa application instructions. Please also contact the embassy if you are unsure if you need a visa or not.

http://www.swedenabroad.com/en-GB/

Living abroad

Before going on exchange, and also during your exchange, it is important to be updated on what’s going on in the country you are going to/living in. The embassy of your home country (situated in the country you are going to as an exchange student) can provide you with information regarding this. They can also provide you with information on what kind of help and support you can expect from them should something happen to you while you are abroad.

Through the embassy you can also get information on what to do and how to act in case of an emergency. Should a big crisis occur (for example a natural disaster or civil or military uprisings) it is also important to follow the information and the instructions provided by local authorities.

Scholarships

You can apply for two types of scholarships via Umeå University; the Erasmus scholarship and the Nordplus scholarship. Students eligible for the Erasmus scholarship are students going on Erasmus+ exchange to EU/EES countries (also Turkey and Croatia). Students eligible for the Nordplus scholarship are students going on Nordplus exchange within the Nordic countries. As a student you should already have received the information on how you apply, but if you are unsure or haven’t received any information, please get in touch with Monika Larsson (monika.larsson@umu.se) for questions regarding Nordplus or (erasmusstipendium@umu.se) regarding Erasmus.

Contact Form

In order for Umeå University to be able to get in touch with your next of kin in case something happens to you during your exchange studies, we need you to fill out the contact form (http://www.student.umu.se/digitalAssets/71/71712_contactformswedish.pdf) and hand it in to the person responsible for your exchange (your contact person at your department).

Please note, the contact form does not concern students going on exchange through a central agreement.

In Case of Emergency

In case of an emergency and you need to get in contact with Umeå University after working hours or on weekends, call +46 90 786 97 00. Please note that this is an emergency number and should not be misused!
Your time at the partner university

If you wish to get in touch with former Umeå students at your host university (alumni), send an email to our international alumni coordinator (Jessica.bergstrom.grahn@umu.se). These students may be able to guide you through your new home town or provide some help with other practical matters.

If the partner university, during your time as an exchange student, asks you to present Umeå University or Umeå and you feel you need some kind of promotion material, please get in touch with your department or the International Office and we will send you this.

Information for Future Exchange Students

Once you have returned to Umeå University we would appreciate if you let other students know about your experiences as an exchange student. The International Office, and also many departments, arranges meetings with students who would like to go on exchange in the future. These students enjoy meeting students who have already been abroad to learn from their experiences. If you get asked to take part in something like this, either by the International Office or by your department, please try to join if you can.
In Short

Preparing for Departure:

- Choose courses at your host university together with your study counselor at Umeå University. Also make sure a **Learning Agreement** is signed.

- Make sure you bring the correct **insurance documents** with you.

- Check with the embassy to make sure if you need a **visa or a residence permit**.

- Fill out the **Contact Form** and submit it to the person at your department in charge of your exchange.

Returning to Umeå:

- Write a **report** about your experiences as an exchange student.

- Apply to get the courses from your host university acknowledged/transferred to Umeå University. **You have to apply for this as the courses won’t be acknowledged/transferred automatically!**

- **Share your experiences** of being an exchange student with future exchange students.