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 different sectors, 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>Ms Katre Suumann</th>
</tr>
</thead>
</table>
| Address: Ülikooli 18, 132 50090, Tartu, Estonia | Tel: (+372) 737 6031  
E-mail: katre.suumann@ut.ee |

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

<table>
<thead>
<tr>
<th>Study Abroad Centre</th>
<th>Ms Ülle Tensing</th>
</tr>
</thead>
</table>
| Address: Ülikooli 18, 134 50090, Tartu, Estonia | Tel: (+372) 737 5150  
E-mail:ulle.tensing@ut.ee |

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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>
</table>

| Accommodation at UT dormitories in Tartu | Narva str 25 51013 Tartu  
Tel: (+372) 740 9959  
E-mail: info@campus.ee  
www.campus.ee |

### Academic year 2017/2018

- **Autumn semester**: from 04.09.2017 to 04.02.2018
- **Spring semester**: from 12.02.2018 to 01.07.2018
- **Academic calendar**: http://www.ut.ee/en/academic-calendar
Housing in Tartu

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) 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 linen, blanket, pillows and cookware. Before buying new cookware, find out if previous tenants have left behind any cookware that you could use. More information about the dormitories can be found here: 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

Orientation course
Before the beginning of the autumn semester, 30 August - 01 September 2017, 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 Ülle Tensing, ulle.tensing@ut.ee of your planned arrival in Tartu. For more information about the orientation course, check www.ut.ee/en/welcome/orientation-course-international-students

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

Intensive course of the Estonian language
Students pursuing a degree in Estonian need to take an intensive Estonian course in the academic year 2017/2018, unless their knowledge of Estonian corresponds to the level B2. All admitted students have been informed, in their admission letter, whether they are required to take a test of Estonian at the University of Tartu before studies start or they just begin with language studies without prior testing. Please read your admissions’ letter

NB! Applying for a place in the UT’s dormitory in Tartu is student’s responsibility. Application period is 10-14 July. Please see detailed information here: http://www.ut.ee/en/welcome/housing
and accompanying e-mail very carefully. The students who need to take the test have indicated that they know the Estonian language at some level, thus the university needs to understand as how many additional language courses are required to take at UT. Those, who have not been invited to the test, they have not indicated in any way that they have some knowledge of Estonian. They will be definitely placed to the beginners’ group and need to take the Estonian for the value of 60 ECTS.

By large, the courses of the Estonian language run over 2 semesters and add either 1 semester or 1 year (depending on prior knowledge of the Estonian language) to the nominal study period of the chosen curriculum.

The students, who need:
(i) to complete the Estonian intensive course fully (for the value of 60 ECTS as they have no prior knowledge of the Estonian and did not take the language test) or
(ii) to take some courses (for the value of 30 ECTS or less according to the test)
must register for the relevant language courses in the Study Information System. Registration can be done as of September 4, 2017. The courses they need to register for are listed here www.maailmakeeled.ut.ee/en/language-courses/intensive-courses-0. Please note that the first meeting for the students taking intensive course language classes is on September 5, 2017 at the College of Foreign Languages and Cultures of University of Tartu (Jakobi str 2, Tartu).

Those how have been invited to the language test; please remember that the language test will take place on August 28 in Tartu and on August 29 in Narva.

We highly recommend that admitted students start learning Estonian independently already now. One very useful website for learning Estonian online is https://www.keeleklikk.ee/index.php.

Cost of tuition

Students enrolled in Estonian taught programmes can study without paying the tuition fee if they succeed collecting a required number or credit points (ECTS) each semester. A full-time student is supposed to get 30 ECTS per semester and 60 ECTS per academic year. The payment threshold is 6 ECTS, thus if you get 24 ECTS by the end of semester, you do not have to pay yet. If you get 20 ECTS by the end of the first semester, you have to pay for 4 ECTS on the basis of the invoice prepared at the beginning of the next semester. For details as how many credits one needs to take very semester, please see http://www.ut.ee/en/cost-tuition

During language studies, students need to follow their workload (minimum no of the credits to be completed) in order to avoid payment of tuition fee. Credit point price list is available on http://www.ut.ee/en/admissions/tuition-fees-english-taught-degree-programmes-20172018

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. Registration guidelines are 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](http://www.ut.ee/en/welcome/eu-citizens-right-residence)

After the 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.

**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, employed in Estonia or have the right of permanent residence or a long-term residence permit. Thus, you need to ensure that you have some other health insurance for your period of study in Estonia.

If you 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](http://www.ut.ee/en/welcome/health-insurance-0)

**Residence permits for non-EU students**

All the students without EU/EEA or Swiss citizenship need a temporary residence permit for study (TRP) for their studies in Estonia. However, as processing of the TRP takes longer, we strongly suggest applying both for D visa and TRP at the same time. There are a limited number of Estonian embassies handling visa and residence permit applications across the world. All the students applying for the visa/residence permit need to consider that they must visit an Estonian embassy either in their home country or abroad. Those who need to go abroad, please consider that travelling requires additional time and financial resources. The **countries** with Estonian embassy handing visa/residence permit applications are 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 or 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. Once you read the guidelines given on the website, please think of the following aspects:

- **Where, in which country, can I apply for TRP and long term (D-type visa)?** Please consider time and costs needed for travelling and staying in another country!

- **Can I provide all documents needed for TRP/visa application, do I have them all?** Please pay attention 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 need to worry about that document.

- **Considering the time I have until the beginning of studies, can I apply only for TRP or I should apply for both documents simultaneously?** Please apply for them both to secure entrance to Estonia with D visa at the end of August. Then you will be able to collect TRP once you are in Estonia. Please remember
that the application process can start once you have received the scanned admission letter from UT.

Do I have sufficient funds to apply for TRP and support my studies in Estonia?

A reminder – minimum requirement for legal income is at least 260 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 [http://www.ut.ee/en/studies/practical/before/cost](http://www.ut.ee/en/studies/practical/before/cost).

If you get a stipend during your studies in Estonia, the proof of stipend payment can be used to prove adequate income. If UT pays the scholarship, the document will be sent to you either with the admission letter or slightly later. 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.


Do not forget to sign the application documents properly!

All questions linked to this topic, please send directly to studentvisasupport@ut.ee

**Health insurance**

International students studying in Estonia are not covered by the Estonian Health Insurance Fund (Haigekassa), unless they are full-time PhD students, employed in Estonia or have the right of permanent residence or a long-term residence permit. There is a strict policy in Estonia what a health insurance must cover when applying for the 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 when applying for health insurance, the insurance coverage needs to be given for the full period of studies, as TRP is also granted for full period of studies.

**Students to students’ services**

**Tutors** are the UT students who help newly arrived students adapt into academic environment at the University of Tartu. They are ready to give additional guidance and information on several matters, varying from studies to living conditions in Tartu. All 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 the tutors’ coordinator Ms Piia Mäesaar piia.maesaar@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 and learn more here: http://isa.ut.ee/

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), on their aims and activities learn more here: https://www.esn.ee/tartu/

**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 in the case, the same set of documents was sent directly by the higher education institution you graduated. Documents must reach the Student Admissions within the first 2 weeks from the beginning of semester (by 15 September).

**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.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>
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<tr>
<td>Sending education certificates on paper (applicable for the students graduating in the summer 2017)</td>
<td>as soon as possible</td>
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<tr>
<td>Applying for TRP and/or visa</td>
<td>right after receiving UT’s scanned admission letter</td>
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<tr>
<td>Accommodation application period at UT dorms in Tartu</td>
<td>10-14 July</td>
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<tr>
<td>Payment of accommodation deposit at UT dorms in Tartu</td>
<td>10 days after receiving an offer</td>
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<tr>
<td>Orientation course for newcomers - new international students</td>
<td>30 August until 1 September</td>
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**Looking forward to seeing you in Estonia!**

Yours sincerely,  
Study Abroad Centre  
Office of Academic Affairs  
University of Tartu