



**Åbo Akademi  
University**

**Faculty of Arts, Psychology and Theology**

**STUDY GUIDE  
2024-2025**

**MASTER'S DEGREE PROGRAMME IN  
SOCIAL EXCLUSION**

This guide has been compiled for students that study at Åbo Akademi University in the Master's Degree Programme in Social Exclusion. Its purpose is to give information about the faculty and certain procedures, the study programme and the structure of the studies.

## Contents

1. The Faculty of Arts, Psychology and Theology.....	1
1.1 The Faculty and decision making.....	2
1.2 The Faculty office.....	2
1.3 Staff at the Master's Programme in Social Exclusion.....	2
1.4 Student Tutors.....	2
2. Studies.....	3
2.1 Academic year.....	3
2.2 Registration for the academic year.....	3
2.3 Study Guide.....	4
2.4 Course Registration.....	4
2.5 Examination.....	4
2.6 Flexible study right - JOOPAS: studies at the University of Turku.....	5
3. Services.....	5
3.1 Computers, printers and copying machines.....	5
3.2 Libraries.....	5
3.3 Career Services.....	6

## 1. The Faculty of Arts, Psychology and Theology

The education on undergraduate and graduate levels is organized into five study programmes in which several subjects work together.

The study programmes at the Faculty of Arts, Psychology and Theology are:

- Culture, History and Philosophy
- Languages
- Speech and Language Pathology
- Psychology
- Theology

The subjects within Social Exclusion are located in the [Arken-building](#) (address: Fabriksgatan 2, 20500 Åbo).

## 1.1 The faculty and decision making

The governing body of the faculty is the Faculty Council. The Dean, Professor Peter Nynäs, chairs the council which has 12 members representing the professors, other employees and students of the faculty in equal numbers.

In organizational terms, subjects are located beneath the faculty and led by a Head of Subject. The Heads of Subjects are appointed by the Dean and have both scientific and administrative responsibilities.

## 1.2 The Faculty office

The Faculty office (fakultetskansliet) is located in the Arken M-building, 2nd floor, Fabriksgatan 2, 20500 Åbo.

The Study Advisor of the Master's Degree Programme of Social Exclusion is **Yasmin Nyqvist** and she is available at the Faculty Office by mutual agreement. Yasmin is sitting in room M214 when on campus (usually Tue–Thu), and is best reached by email on the address [fhpt-studieradgivare@abo.fi](mailto:fhpt-studieradgivare@abo.fi) (phone number: 02 214 4433). Don't hesitate to book an appointment if you want to discuss anything regarding your studies as for example course choices and long or short term study planning. Yasmin is also the faculty's [accessibility advisor](#).

Contact information for the rest of the Faculty Office personnel is found [here](#).

## 1.3 Staff at the Master's Programme in Social Exclusion

**Aminkeng Alemanji Atabong (Amin)**, [aminkeng.atabong@abo.fi](mailto:aminkeng.atabong@abo.fi), is the head of the Master's programme and senior university lecturer. Amin will be teaching numerous courses across the two years of studies and is also serving as teacher tutor, giving advice on study related matters.

Program assistants **Islam Abdalaziz**, [islam.sabry@abo.fi](mailto:islam.sabry@abo.fi) and **Alice Chunga**, [alice.chunga@abo.fi](mailto:alice.chunga@abo.fi), are working alongside Amin to help coordinate the programme to ensure students get the best experience possible during their degree studies.

## 1.4 Student tutors

All first-year students are assigned a student tutor. The student tutor is an older student who helps the new students adapt to student life in Åbo.

Student tutors (academic year 2024-2025) for students admitted to the Social Exclusion Programme are:

- Shah Dedar [shah.dedar@abo.fi](mailto:shah.dedar@abo.fi)

- Puja Bhowmick [puja.bhowmick@abo.fi](mailto:puja.bhowmick@abo.fi)
- Dipak Raj Dhakal [dipakraj.dhakal@abo.fi](mailto:dipakraj.dhakal@abo.fi)

## 2. Studies

### 2.1 Academic year

The academic year is divided into four periods, two during the autumn and two during the spring. These are the dates for the periods for the academic year 2024-2025:

Period I 2.9 – 25.10

Period II 28.10 – 20.12

Period III 6.1 – 14.3

Period IV 17.3 – 23.5

Week 35, 26.8 – 30.8.2024 is reserved for student orientation for new degree students and exchange students.

### 2.2 Registration for the academic year

New students register for their first academic year according to [these instructions](#) - please read the instructions carefully!

All students at Åbo Akademi University are required to be members of the [Student Union](#) (Åbo Akademis Studentkår), which takes care of its members' interests in several ways. The student must [pay the Student Union fee in order to be registered as present](#). By registering as present, you have the right to study, receive credits, have your study results registered, and receive student benefits. The Student Union fee for the academic year 2024-2025 is 69 €.

After you have registered, you should order your student card at [www.frank.fi/en](http://www.frank.fi/en). You can also use the free student card app, Frank, which is available for Android and iOS. By being a member, you obtain student discounts for trains, buses, hostels, students' restaurants, theatres and more. All the discounts are listed on the Frank webpage.

**Note that in addition to the Student Union fee, students also need to pay the Student health fee; check [here](#) for more information.**

## 2.3 Study Guide

[The Study Guide](#) contains information about all courses. During the orientation week, we will give you more information about how to make your individual study plan, and the study advisor is available on appointment if you have any questions.

## 2.4 Course registration

[Course registration](#) is required and done through the study planning tool [Peppi](#). You can also use the mobile app [Tuudo](#).

## 2.5 Examination

### Examinations at Åbo Akademi University

At the end of the course there is usually a course exam (kurstentamen). The course exams usually do not require registration. Always check with the teacher if registration is needed in advance, as the registration procedures can vary.

In addition to the course exams, there are general examination opportunities, which take place on Fridays. This allows the student to retake course exams. The dates for the general exams are found in the study planning tool. Students register for the general exams at least eight days in advance via Peppi (Exams tab).

The student can take an exam three times in the same course, after that the course lecturer should be contacted and the matter discussed. Registering for an exam counts as one of these three times even if the student does not show up at the actual exam occasion.

Students are usually not allowed to bring the course material with them to the exams, always check with the course lecturer what material is allowed in each exam. Coats, bags, mobile phones etc. should be left outside the exam room or at the back of the room. If requested by the exam supervisor, students should be prepared to show proof of identification, e.g. a student card.

The results of the examinations are typically given within 10 working days after the examinations are taken. The results of the ÅAU courses are registered in the study register (Peppi) of Åbo Akademi University. If several weeks have passed since the course finished but the result is still not in the register, contact the lecturer of the course.

Please acquaint yourself with the [rules and regulations](#) for examination at the faculty.

## 2.6 Flexible study right - JOOPAS: studies at the University of Turku

Åbo Akademi University has an agreement of flexible study right with the University of Turku. According to this agreement students from Åbo Akademi University can take courses that are offered by the University of Turku.

To apply for studies, the student sends in [an electronic application for flexible study right](#) which has to be approved by Åbo Akademi University as well as by the University of Turku.

**Credits (study points) from the University of Turku are not transferred automatically to Åbo Akademi University.** The student must get a study transcript from the University of Turku and email it to the study advisor, who will transfer the credits into the study record at Åbo Akademi University. Please transfer your studies from UTU to ÅAU before January 31 every year as the faculty obtains funding based on your progress.

## 3. Services

### 3.1 Computers, printers and copying machines

You need a personal user ID (user account, username) and an associated password in order to use the ICT facilities offered by ÅAU. The user account also includes an email address which is usually of the format [firstname.lastname@abo.fi](mailto:firstname.lastname@abo.fi). See the [instructions](#) for creating a personal user ID.

If you have your own computer, you can use the wireless network [Eduroam](#) on the university premises.

The computers in the computer classes located in the University buildings are available for all the students studying at Åbo Akademi University.

[Printing](#) and [copying](#) is possible in several locations in the university buildings. Students can print about 400 black-and-white pages for free in a six-month period. If this amount is exceeded the student will pay for the pages printed. [Top-up codes for more quota](#) may be bought via Åbo Akademi's webshop.

For more IT related information and help, check out the [ICT serviceportal](#).

### 3.2 Libraries

To be able to borrow from the libraries students need to have a library card. You can use [the mobile app Tuudo to create and activate a digital library card](#). The loan time for books is usually

2–4 weeks, and there's also a variety of e-books available. Check out the [library web page](#) and the library portal [Alma](#) for more information.

The main library of Åbo Akademi University is located in Domkyrkogatan 2-4, 20500 Åbo, tel. (02) 215 4180, e-mail: biblioteket@abo.fi. The main library offers reading facilities and a reference library. Books that can be borrowed at the main library have to be reserved in advance through Alma.

The course book library is located in the ASA-building, Fänriksgatan 3 A, 20500 Åbo, tel. (02) 215 4192. This library offers course books, which can be borrowed on site, and reading facilities.

The Arken library is located in the Arken-building, Fabriksgatan 2, 20500 Åbo, tel. (02) 215 3601.

### **3.3 Career Services**

[The Career Services](#) at Åbo Akademi University (Arbetsforum) are located in Gripen, Tavastgatan 13, 20500 Åbo. They provide information for both graduates and students. Their main task is to help students enter the labour market and to give advice on issues dealing with job-hunting. The Career Services offer employers direct access to highly skilled students and graduates. They work in close co-operation with the Career Services at the University of Turku and the Turku Employment Office.

Additionally, ÅAU is part of the [Talent Boost \(TB\) project](#), which "is a cross-administrative programme designed to attract and retain international talent and to help with immigration. It aims to make Finland better known and more attractive to international talent. Other aims include harnessing the expertise of international specialists already residing in Finland to support the growth, internationalisation and innovation activities of Finnish companies." At the Faculty of Art, Psychology and Theology, there are two Talent Boost Project Assistants, who are working towards the TB aim and with whom you can schedule a meeting to discuss your career prospects, such as internship and other career goals.