



Åbo Akademi
University

Information Sheet for Partners and Exchange Students

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Contact persons

Erasmus + Institutional Coordinator, CHARM-EU, CG SEN, SEMP, Outgoing Erasmus+ students	Harriet Klåvus harriet.klavus@abo.fi +358 46 921 6130 Åbo Campus
NORDPLUS agreements Bilateral agreements with North America and South Africa ISEP Exchange Programme Incoming students	Katie Fagerström katie.fagerstrom@abo.fi +358 50 310 6473 Vasa Campus
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Academic Calendar

Semester 1 (Autumn)	End of August – Christmas
Semester 2 (Spring)	Beginning of January – End of May
Orientation weeks	Last week of August and first week of January

Nomination Information for Coordinators

Nomination deadlines	Autumn Semester (and full academic year):	15 April
	Spring Semester:	1 October

Nomination Instructions Åbo Akademi University manages nominations for incoming exchange students in **SoleMove**.

To nominate students, you need to have an account and receive a link to the online nomination form.

Registering for an account

If you do not have a user account with us or are not sure if you do, please contact the International Office at exchange@abo.fi and we will create one for you.

Please send us the following information:

- Nominator's first name
- Nominator's last name
- Nominator's email address
- Nominator's University
- Optional: the agreement that you will nominate via.

We will then create your account, and you will receive log in information and a link to the nomination form. **Late nominations will not be accepted.**

Entering nominations

Once you have a user account, please read the nomination instructions available on our website here: [Nomination Instructions for Partners](#).

Application Information for students

Deadline for Applications	Autumn & full academic year	30 April
	Spring	15 October
Applications	Applications should be submitted via our mobility portal SoleMove , we will not accept applications or application supporting documents that are sent via email, or that are submitted after the application deadline.	

Application Procedure

Online application	1. Students will receive an email with a link to the online application form and application instructions, after being nominated by their home university. 2. Students are asked to complete the online application and upload the following supporting documents: - Signed Learning Agreement/Study Plan or Online Learning Agreement. - A copy of the passport (or European national identity card). - An official Transcript of Records in English listing all courses taken so far. - o Students should have studied around 60 ECTS/credits at their home university before the exchange studies begin at Åbo Akademi University. These credits should show on the Transcript of Records that is submitted with the application.
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Language Certificate	We <u>do not</u> require that students upload an official language certificate of English level in the application. <u>It is the sending university's responsibility to ensure that all nominated students meet B2 level in English.</u> We therefore expect all students who are nominated to us, to meet B2 level in English.
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Learning Agreement	The Learning Agreement/Study plan is the proposed study plan that must be uploaded in the online application. If the sending institution does not have a Learning Agreement document, or does not use online learning agreements, students can use our version which is available on our website: <u>ÅAU Learning Agreement.</u>
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If the student can create and submit an **Online Learning Agreement**, the contact to be used is exchange@abo.fi.

If a student's home university requires the Learning Agreement to be signed by Åbo Akademi University before the beginning of the exchange, please attach the Learning Agreement to the electronic application form.

Application Instructions

Students can find step-by-step instructions for completing the online exchange application here: [Application instructions and a step-by-step guide](#).

Certificate of Stay

Confirmation of Arrival/Certificate of Stay/Confirmation of End of Study Period will be issued exclusively as an Åbo Akademi University certificate upon the students' arrival / departure. No other types of forms will be signed. We will not fill in and sign printed forms from other institutions.

Academic Information

Faculties at ÅAU

Faculty for Human and Social Sciences

- Department of Humanities
- Department of Education
- Department of Business and Economics, and Law
- Department of Social Sciences

Faculty of Science and Engineering

- Department of Natural and Health Sciences
- Department of Engineering and Information Technology

Study periods

Each semester (Autumn & Spring) is divided into two study periods, therefore there are four study periods in an academic year. Periods 1 & 2 are in the autumn semester and periods 3 & 4 are in the spring semester.

Credit System

One credit at Åbo Akademi University corresponds to one ECTS. Full-time studies correspond to 30 credits per semester and 60 ECTS per year. Åbo Akademi University expects exchange students to study full time, however it is up to the sending university how many credits students must study during the exchange.

Courses/Programmes

Information about courses and programmes in Swedish and English that are available for exchange students can be found online here: [Courses for exchange students](#).

Courses and course information including course descriptions, course credits, semester and schedule can be found in the [Study Guide](#).

Schedule

The schedule for the autumn semester will be published in the middle of August and the schedule for the spring semester will be published in the beginning of December. Schedules are published in the [Study Guide](#) under the course information.

Please check the course schedules so that there are no clashes between the courses. If you have courses which clash you can change your courses once you have arrived at Åbo Akademi University.

Please note that some courses use other forms of examination than written exams and may run over more than one study period.

Language Proficiency

We expect from all our incoming exchange students, that their level of English or Swedish is good (corresponding to at least B2 in CEFR, Common European Framework of Reference for Languages, min. 78 points in TOEFL, 6,0 in IELTS or 62 in PTE).

This is the responsibility of the sending institution to check that nominated students are at B2 level in English.

Support Program

Support services included at Åbo Akademi University include:

- [Student tutors](#), before during and after arrival
- [Orientation days](#) (compulsory)
- Student events organized by tutors and student associations
- [Starting packages](#), organized by the Student Union of Åbo Akademi University
- Sports services – [CampusSport in Åbo](#) and [ÅAU Sports in Vasa](#)
- Student benefits such as student priced lunches, discounts in shops and restaurants, discounts on trains and busses – only after paying the Student Union fee

Grading Scales

ECTS grades

A
B
C
D
E

Åbo Akademi University grades

5 (Excellent)
4 (Very good)
3 (Good)
2 (Satisfactory)
1 (Sufficient)

Academic Transcript

At the end of the exchange period exchange students should download an official transcript of records from the ÅAU study register. These documents are digitally verified and confirmable via the website: <https://validator.abo.fi/> and the documents contain a link to the verification website.

[Instructions to download the transcript](#)

Transcripts will not be sent to students automatically.

Former exchange students who need additional transcripts can contact exchange@abo.fi to request the transcript [subject to a fee](#).

A hard copy can also be sent to the home university, only per request.

Official transcript of records from UTU

If students have studied courses at our neighbouring university, the University of Turku, the students need to request a separate Transcript of Records from UTU. [Information on requesting a transcript from UTU](#).

Master's Thesis / Project

Exchange students are recommended to take courses while studying at Åbo Akademi University. The possibilities of doing a project work or writing a master's thesis at Åbo Akademi University are limited and depend on the department.

Students who have the intention of doing project work or write a master's thesis should establish contact with a supervisor at Åbo Akademi University before application by contacting the department directly.

To contact the right department, one needs to have decided the subject/field of the thesis or project.

When contacting a potential supervisor, please include a description of the project and information about the number of credits it should contain as well as a brief background of your previous academic work.

[Writing a thesis during exchange](#).

Accommodation

Accommodation

Åbo / Turku is a very popular city to study in and there is a very high demand for student housing. Finding appropriate accommodation may be difficult, especially in the autumn semester.

Students can apply for housing already from May 1st for the autumn term (highly recommended) here:

[Student Accommodation TYS](#).

At the **Vasa campus** the incoming exchange students can apply for student apartments via [Lärkan](#) or [VOAS](#).

Information on how to apply for student accommodation will be sent by email that all accepted exchange students will receive.

More information and other accommodation options can be found at our website here: [Housing and living in Finland](#).

Arrival and Enrolment

Enrolment

The exact date and time for exchange students' official arrival day and enrolment at Åbo Akademi University will be communicated in the Information Package that all exchange students will receive after they have been accepted.

Enrolment usually takes place during the first days of the orientation week.

Orientation Week

Åbo Akademi University welcomes incoming exchange students with a compulsory [Orientation Week](#).

Travelling to Finland

Tips on travelling to Finland and to our campuses in Åbo and Vasa can be found on our website. [Before the exchange](#).

Information and timetables for buses in the Åbo area can be found on Turku region public transport's website: [Föli](#).

Information and timetables for buses in the Vasa area can be found on the [City of Vaasa's](#) website page.

Estimated Cost of Living (in €)

Accommodation

Student housing: 350-470 € per month

Private housing: 800-1200 € per month

Food/Meals

300-350 € per month

Local transportation

50 - 100 € per month

Personal Expenses

(Clothes, leisure, etc.) 100-200 € per month
(depending on individual needs)

Student Union Fee

Approx. 35 € per semester

Accessibility

Accessibility Wherever possible, Åbo Akademi University strives to provide reasonable accommodations to meet the needs of students with disabilities. Applicants with special needs who require special arrangements can contact the [International Office](#) to discuss the issue and get further information.

You can find more information regarding difference types of individual arrangements that we offer students here: [Accessibility in studies](#).

Visa requirements and residence permit

EU Citizens Citizens of the European Union, Lichtenstein and Switzerland do not need to apply for a residence permit before arrival. However, those citizens staying in Finland longer than 3 months without interruption need to [register the right of residence](#). The calculation of the 3-month residence always restarts from the moment when you return to Finland after travelling outside its borders. [Application for Registering an EU citizen's right of residence](#).

Non-EU Citizens Citizens from countries outside of the EU need a [residence permit](#) when entering Finland. All information relating to the residence permit application and the application itself can be made online at [the Migri website](#).

The application should be submitted as early as possible, preferably immediately after receiving the letter of admission. The fee is 600 € (electronic application) and the processing time is 1-3 months.

Health Insurance

EU Citizens Citizens of a Nordic country, an EU/EEA country, Switzerland, must bring the [European Health Insurance Card](#) or similar from their home country for the insurance to apply.

As a European citizen, we still highly recommend you take health insurance for your stay in Finland. For a list of recommended health insurance providers, please visit the [Migri website](#).

Non-EU Citizens Students from outside the EU must have private insurance which covers the cost of medical treatment up to 120 000 €. Specifications of a health insurance that meets the requirements for the residence permit application can be found on [Migri's website](#).

Bank Account

Credit Cards	All major credit cards (VISA, MasterCard etc.) are widely accepted in Finland.
Finnish Bank Account	Opening a bank account can take a long time and varies according to bank and each case is decided individually by the bank.

Sustainable exchange at ÅAU

Sustainability guide	Åbo Akademi University has made a sustainability guide to inspire exchange students to have a sustainable exchange in our campus cities: Sustainability Guide .
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Miscellaneous

Student Union	Exchange students should, like all students, join the Student Union of Åbo Akademi University. The membership entitles students to a student card, meals at reduced prices at university cafeterias, reductions on train and bus tickets, legal advice and it will also enable you to take part in the activities of the Student Union. More information regarding benefits and how to become a member can be found on the Student Union's website .
Tourist Guides	Åbo: Visit Turku Åbo: City of Turku Vasa: City of Vaasa Vasa: Happy Student City

More information for incoming exchange students can be found here:
www.abo.fi/exchange