

Online application to polytechnics



OPETUSHALLITUS

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Osaamisen ja sivistyksen asialla

Eligibility

- ◆ **upper secondary education or matriculation examination completed in Finland**
- ◆ **International Baccalaureate, Reifeprüfung or European Baccalaureate examination**
- ◆ **a vocational qualification of at least three years duration completed in vocational upper secondary education completed in Finland**
- ◆ **a foreign degree or qualification which gives eligibility for higher education in the awarding country**



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The most common accepted certificates from Nepal

- ◆ **Higher Secondary Education Board: Academic Transcript, Provisional Certificate and Migration certificate (all three are required)**
- ◆ **Proficiency Certificate (Tribhuvan University)**
- ◆ **Intermediate certificate (Kathmandu University)**
- ◆ **Uttar Madhyama Examinations Certificate (Mahendra Sanskrit University)**



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Language certificates

- ◆ Applicant applying with a foreign qualification must provide proof of his/her language skills by 19 February 2010, 4.15 pm Finnish time.
- ◆ The minimum language skills requirement is IELTS score academic level 6.0 or TOEFL score 550 paper-based test/ 79-80 internet -based test, or skills level 4 in English in the Finnish general language examination
- ◆ Both TOEFL and IELTS test results are valid for two years. TOEFL score results are only accepted directly from the Educational Testing Service.
- ◆ In addition, primary and secondary school education in English completed in Great Britain, Ireland, the United States, Canada, Australia or New Zealand or Bachelor's or Master's degree completed in English in one of these countries, is also accepted as a demonstration of sufficient English language skills.



Use of educational agencies

- ◆ The applicant is advised to make the application himself/herself. The use of educational agencies is not recommended and the applicant should always use his/her own contact details.
- ◆ If the applicant needs help in applying, the polytechnics/UAS, the Finnish Board of Education and the Finnish Embassy are happy to help
- ◆ The application process is free of charge, so applicant should not pay any fees to agencies. Only fee that the applicant might be asked to pay is the attendance fee in the entrance examination. The polytechnics inform of this fee directly to the applicant.



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Application period 11 Jan-12 Feb 2010

- ◆ online application
- ◆ application period ends 12 Feb at 4.15 pm Finnish time
- ◆ applicant can apply to maximum of four options of preference
- ◆ all changes have to be directed to the first option polytechnic, however options of preference cannot be changed after 12 Feb 2010.



Required attachments have to arrive by post by 19 Feb 2010 at 4.15pm Finnish time

- ◆ **Copy of the required educational certificates**
- ◆ **Proof of language skills**
- ◆ **copy of authorised translation of the educational certificate into Finnish, Swedish or English**
- ◆ **Attachments are posted to the first option polytechnic. Scanned or faxed copies are not accepted.**
- ◆ **The admission of a student is conditional until the polytechnic/UAS has checked the applicant's school and other relevant certificates. The polytechnic/UAS may withdraw the admission, if the applicant has given false information.**



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Entrance examinations

- ◆ Entrance examinations are arranged between 1 April and 7 May 2010
- ◆ Some polytechnics arrange examinations abroad, but the polytechnics are not required to arrange them outside Finland. The Finnish embassies cannot influence the polytechnics in this matter
- ◆ Furthermore the Finnish polytechnics cannot influence the Finnish Embassies in decisions about visas.

RESULTS

- ◆ Results on eligibility are announced after middle of March 2010
- ◆ Results of admission are announced after 28 May at the earliest, but before 20 July 2010
- ◆ Study place must be confirmed by 3 August 2010 at the latest



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One study place per term

- ◆ Applicant can only accept one new study place included in joint applications in a Finnish higher education institution within the same academic term
- ◆ Academic term starts 1 August or 1 January and ends the following 31 December or 31 July
- ◆ Confirmation of study place must be returned by the set time, otherwise the study place will be cancelled

Online application/ personal details

- ◆ MORE INFO ALWAYS BEHIND THE ORANGE QUESTION MARK
- ◆ Personal details
 - please give your personal e-mail address and contact details, because all communication must be directed personally to you
 - Date of birth must be given according to the western world calendar and in the form of DDMMYY, for example 14 January 2009 is marked 140109.
 - Applicant's who do not have Finnish ID number, must fill in their passport number. If you do not have a passport, please fill in 0000



Online application/options of preference

- ◆ Applicant chooses 1-4 different options of preference
- ◆ Options can be from the same polytechnic or different polytechnics
- ◆ The options must be placed in the order of preference. If an applicant is chosen for his/her first option of preference he/she cannot be chosen for a lower option.
- ◆ If option of preference asks for the applicant's Finnish skills, the applicant is expected to prove his/her Finnish skills in the entrance examination



Online application/education

- ◆ All applicants who have completed their education in their own country choose non-Finnish qualification
- ◆ Fill in the year of graduation, name of the qualification in English and name of the school or the awarding institution



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Online application/language skills

- ◆ **If the applicant has one of the language certificates given in the form, he/she chooses that. IELTS tests are checked from the verification system, and TOEFL results are only accepted directly from the Educational Testing Service.**
- ◆ **If the applicant has not got any of the language certificates etc, he/she must choose None.**
- ◆ **Education completed in English outside the British Isles, North America, Australia and New Zealand will not be taken into consideration as an exemption.**



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Online application/agree and submit

- ◆ Agree and submit page allows the applicant to check his/her application and return if there are mistakes. NOTE! The applicant must click I agree –button in order to complete the application. The application will not be completed unless the I agree –button is clicked and the applicant enters into confirmation page.
- ◆ At this point applicant receives an applicant number and confirmation e-mail to his/her e-mail address. The applicant number should be used in all correspondence between the applicant and the polytechnic.

