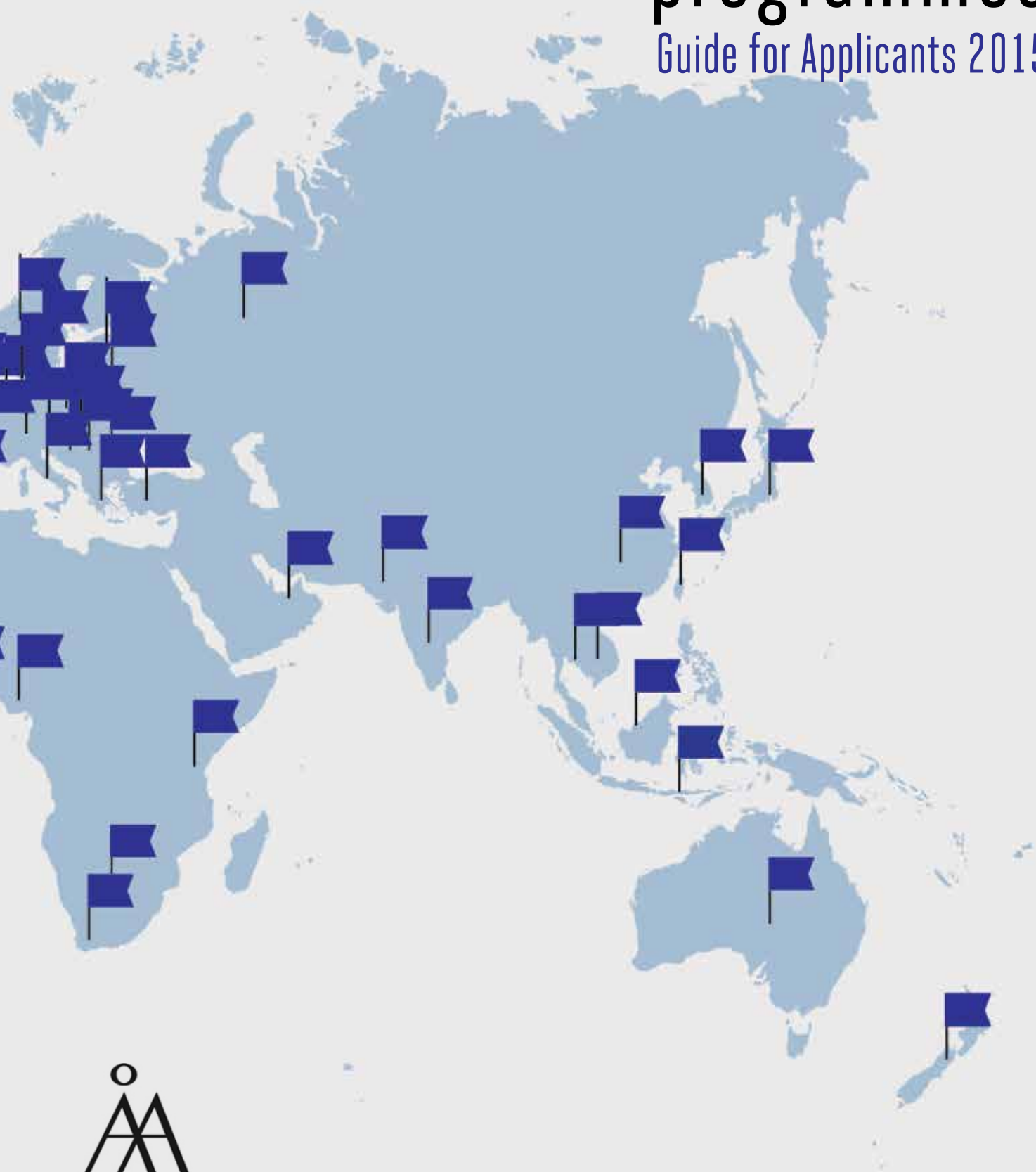


International Master's programmes

Guide for Applicants 2015



Guide for international applicants; International Master's Programmes

2015

This guide introduces the following ***International Master's Programmes*** and the admission requirements and procedures to them:

- Biomedical Imaging
- Chemical Engineering
- Computer Science
- Digital and Mobile Business
- Embedded Computing
- Information and Knowledge Management
- International Human Rights Law
- Peace, Mediation and Conflict Research
- Software Engineering

The **application deadline** for the two-year international Master's programmes taught in English at Åbo Akademi University is **30 January 2015** (16.00 CET+1). The studies start in August 2015.

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I. INTRODUCTION

I.I Åbo Akademi University

Åbo Akademi University is committed to research and research-based education of the highest quality. The university offers both undergraduate and postgraduate studies and extensive research opportunities to some 7 500 students on three campuses: Åbo, Vasa and Jakobstad. Approximately 1 000 international students from over 80 different countries enrol in our university every year.

Åbo Akademi University (founded in 1918) is the only Swedish-language multidisciplinary university in Finland. It was founded to provide higher education for the Swedish-speaking minority in Finland. The university's main language of instruction and administration is Swedish. There are also degree programmes taught in English.

Åbo Akademi University is currently undergoing a structural reform. From 1.1.2015 it will comprise 4 faculties, offering Bachelor's, Master's and doctoral studies:

- Faculty of Arts, Psychology and Theology
- Faculty of Education and Welfare Studies
- Faculty of Social Sciences, Business and Economics
- Faculty of Science and Engineering

For more information about the university, please see <http://www.abo.fi/en>.

I.II The Campus in Åbo

Åbo Akademi University - Åbo campus hosts the majority of the university's students and researchers. Åbo (Turku in Finnish) is Finland's oldest university town with traditions dating back to 1640. Åbo is a city of history, art and culture. In 2011 Åbo was the European Capital of Culture. There are many museums, theatres, dance companies, a philharmonic orchestra etc. The Turku Castle and the Turku Cathedral are both landmarks in Finnish history. The famous archipelago is just outside the city. The city is located 160 kilometres west of Helsinki, the capital.

The Åbo campus lies in the heart of the old part of the city next door to the University of Turku. The two universities have a well established cooperation within many areas of research and by working together are able to create strong areas of research and research of the highest quality for example within biosciences. To-

gether the universities have close to 20 000 students. With the addition of the students at the University of Applied Sciences one can truly say that the city is a real university and student city with a large number of international students and international study programmes.

For more information on Åbo – Turku, visit the City of Turku website at <http://www.turku.fi>.

I.III The Campus in Vasa

Åbo Akademi University - Vasa campus is located in the city of Vasa, situated on the west coast of Finland with direct connections to Helsingfors (Helsinki) and Stockholm, Sweden. The region is one of the most innovative in Finland and an important centre for Finland-Swedish culture. The Vasa campus is small and friendly with easy access to service and outdoor activities, and the location and university have been very highly rated by international students over the years.

Vasa is a bilingual city - most inhabitants speak Finnish and Swedish well and use both languages in their everyday life. The city also has a lively university feel, as it is home to over 10,000 students attending its many institutions of higher education, including the University of Vasa, Vaasa University of Applied Sciences (VAMK), the Swedish School of Economics (Hanken) and Novia University of Applied Sciences.

For more information on Vasa, visit the City of Vasa website at <http://www.vaasa.fi/>.

II. INTERNATIONAL MASTER'S DEGREE PROGRAMMES

Åbo Akademi University offers some 100 different subjects for students. At Master's level the studies are mostly offered within the regular Master's level studies (please see the guide Master's Level Studies for more information on the regular master level studies, available at www.abo.fi/ansok/en under "Publications").

In addition to these programmes Åbo Akademi University also offers International Master's Programmes in different fields. **This guide introduces the International Master's programmes taught in English and the admission process for them.**

All International master's programmes lead to a Master's Degree within the field of the programme and are legally recognised degrees within the Finnish educational system. All degrees are of the same length and level and recognised as equal degrees. In this guide when talking generally of all the programmes we use the term International Master's Programmes.

At the moment Åbo Akademi University offers the following International Master's Programmes where the language of instruction is English:

- Master's Programme in Information and Knowledge Management
- Master's Programme in International Human Rights Law
- Master's Programme in Peace, Mediation and Conflict Research
- Master's Programme in Chemical Engineering
- Master's Programme in Biomedical Imaging
- Master's Programme in Digital and Mobile Business

- Master's Programme in Embedded Computing
- Master's Programme in Computer Engineering/ Software Engineering
- Master's Programme in Computer Science

Below please find a short presentation of each programme. For more detailed information, please see the website of the programme in question.

The application deadline for all the International Master's Programmes presented in this guide is 30 January 2015 (16.00 CET+1).

II.I Information and Knowledge Management

Duration: 120 credits, 2 years of full-time study

Degree awarded: Ekonomie Magister - Master of Science (Economics and Business Administration)

Annual intake: 10

Contact: ikm@abo.fi

Website: www.abo.fi/ikm

Effective and efficient management of information and knowledge are critical for the success of enterprises and organisations in the contemporary society. This two-year programme prepares its graduates for challenging careers in the field of information and knowledge management.

The programme combines latest knowledge from information studies, organisation and management science and marketing in a unique way that gives its graduates a globally unparalleled, comprehensive cross-disciplinary competence that covers the management and use of information and knowledge in internal and external organisational processes with a comprehensive range of stakeholder groups.

The graduates of the programme acquire competence in the management of information and knowledge in organisations, information architecture and knowledge organisation, social media, competitive intelligence, information and knowledge strategies, management and leadership, marketing management and database design.

The programme is organised by the School of Business and Economics, which has been awarded the status of a Pedagogical Unit of Excellence within the Åbo Akademi University. The different modules combine a broad range of relevant pedagogical methods including problem based learning, teamwork, workshops, individual and group exercises, seminars, and project work, together with lectures by the faculty, industry representatives and international guests. The use of different working methods prepare the graduates to meet the challenges of future work life characterised by flexibility, virtual work, cooperation, teamwork and demand of analytical expertise and research skills. The modules are taught by faculty members and guests with both theoretical and practical expertise in their respective fields ranging from information studies, information and knowledge management and organisations studies to management science and marketing.

A successful completion of this full-time programme results in the award of a Master of Science in Econom-

ics and Business Administration degree (Ekonomie magister). Graduates acquire both theoretical knowledge based on state-of-the-art research and practical hands-on experience in managing information and knowledge in organisations.

Study Environment

The information and knowledge management programme is located in the main academic campus of Åbo Akademi University in the heart of the city of Åbo where students have excellent opportunities to meet other students and interact with researchers and faculty members from the School of Business and Economics and other schools and departments.

Admission Requirements

A completed university level Bachelor's degree with or in addition to the degree 25 ECTS in organisation and management, marketing, information science or information and knowledge management (or equivalent subjects) and 20 ECTS in at least one additional business or economics related subject. Applicants must always prove their knowledge of the English language.

No entrance examination. Admission is granted on the basis of the application.

In the statement of purpose (motivation letter) the applicant should pay attention to his/her reasons for applying to this programme.

Eligible applicants are assessed on the basis of their academic merits (transcript of records including the evaluation of the bachelor's thesis/other academic paper), other academic studies, their motivation and other merits (interests etc.).

II.II Digital and Mobile Business

Duration: 120 credits, 2 years of full-time study

Degree awarded: *Ekonomie Magister* - Master of Science (Economics and Business Administration)

Annual intake: 10

Contact: mobile-commerce@abo.fi

Website: www.abo.fi/emc

This two-year programme is comprehensive and up-to-date with the latest knowledge in the scientific field of information systems.

The studies are combined with subject areas in:

- Business Economics
- Management Science

The programme also gives an introduction to the information system industry.

Students of the programme will acquire professional skills in planning, developing, building, implementing and maintaining information systems in an organisation - these are skills in great demand in multinational companies worldwide.

The programme leads to a Master of Science in Economics and Business Administration degree (*Ekonomie magister*). When graduating, the students will have both an academic Master's degree and hands-on experience with planning and developing information systems.

This programme was formerly known as the MDP in Electronic and Mobile Commerce. With the structural reform the department of Information systems will become part of the Faculty of Social Sciences, Business and Economics from 1.1.2015 and the programme's name is changed to MDP in Digital and Mobile Business.

Study Environment

The programme is offered by the Faculty of Social Sciences, Business and Economics. The Department of Information Technologies is currently located in the Turku Science Park, in the ICT building, where research groups and academic programmes meet, interact and collaborate with ICT companies - many of which are multinational and well known. The study facilities are brand-new and equipped with the latest technology.

Admission Requirements

A completed university level Bachelor's degree in Business Administration or in Economic Sciences with information systems is required for admission. Eligible applicants are selected on the basis of how well the bachelor's degree corresponds to the programme and on the study merits of the student.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

No entrance examination. Admission is granted on the basis of the application.

Trivia

The Master's thesis is often written in collaboration with companies in the Finnish industry and with both major corporations as well as SMEs in the Finnish industrial and service sectors. This is due to the active and systematic co-operation researchers in information systems have built and maintained with the private sector companies over many years.

II.III International Human Rights Law

Duration: 120 credits, 2 years of full-time study

Degree awarded: Politices Magister - Master of Social Sciences

Annual intake: 10

Contact: hrm-coordinator@abo.fi

Website: www.abo.fi/hrmasters

This two-year programme is designed to prepare its graduates for challenging human rights careers in international and non-governmental organisations and public administration.

The programme consists of the following modules:

- Compulsory human rights law courses (85 credits), including a research seminar and a Master's thesis in international human rights law.
- Compulsory language studies.
- Optional studies, which may include courses offered by the two universities in Åbo within Turku Law School, relevant UniPID courses or other relevant studies.

Students who have successfully completed the full-time study programme will be awarded a Master of Social Sciences degree (Politices magister).

Study Environment

The programme is offered by the Institute for Human Rights and Faculty of Social Sciences, Business and Economics at Åbo Akademi University. The Institute for Human Rights is a renowned unit within the Faculty of Social Sciences, Business and Economics at Åbo Akademi University.

Admission Requirements

The programme is open to applicants holding a Bachelor's degree in law or another Bachelor's degree with at least 45 ECTS in law or other subjects relevant to the legal protection of human rights. The applicants should be familiar with the basics of public international law and/or constitutional law.

An applicant whose Bachelor's degree diploma does not contain an evaluation of the academic merits of his/her Bachelor's thesis (or another equivalent academic research essay) should supplement his/her application with a letter where the supervisor of the Bachelor's thesis evaluates the academic merits of the thesis, i.e., grades it.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

No entrance examination. Admission granted on basis of the application.

In the statement of purpose (motivation letter) the applicant should pay attention to his/her reasons for applying to this programme.

Eligible applicants are assessed on the basis of their academic merits in relevant subjects (transcript of records including the evaluation of the bachelor's thesis/ other academic paper) and their motivation.

II.IV Peace, Mediation and Conflict Research

Duration: 120 credits, 2 years of full-time study

Degree awarded: Politices Magister - Master of Social Sciences

Annual intake: 10

Contact: peace@abo.fi

Website: <http://www.abo.fi/institution/socvetpeace>

Location: Vasa campus (Strandgatan 2, B5, Vasa, Finland)

This two-year programme provides interdisciplinary, in particular psychological and anthropological approaches to the understanding of human aggression, peace, mediation, and conflict resolution. It aims at understanding mechanisms behind conflicts and wars in interpersonal as well as group and international contexts.

This programme encompasses teaching of the evolution of aggression, escalation of conflicts and wars, as well as mediation, negotiation, and peacebuilding. The consequences of wars on society, and especially on children and women, are studied.

The aim of the programme is to prepare students for professional activity in both interpersonal and international conflict situations, but also for postgraduate studies and independent research work. After graduation, it is possible to apply for doctoral studies at the department.

This Master's programme is organized jointly by Åbo Akademi University (ÅAU) and the University of Tampere. The coordinating unit at ÅAU is the Developmental Psychology Programme and at the University of Tampere the coordinating units are Tampere Peace Research Institute in cooperation with the School of Management and the School of Social Sciences and Humanities.

Study Environment.

The Master's Programme in Peace, Mediation and Conflict Research is located at the Vasa campus of Åbo Akademi University.

Admission Requirements

A three-year Bachelor, Master or equivalent diploma in the Humanities, Social Sciences or Behavioral Sciences (e.g. Peace and Conflict Studies, International Rela-

tions, History, Anthropology, Psychology, Education or Administrative Sciences). If the degree is not completed by the end of the application period, the applicant can be admitted on condition that she/he submits the degree certificate by 15.7.2015.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

Mastering of additional languages is a merit.

Students who fulfil the formal admission criteria are admitted on the basis of the relevance of their former studies and their success in these. Other relevant merits and qualifications should be clearly expressed by applicants in the motivation letter which is part of the application form.

No entrance examination. Admission is granted on the basis of the application. Due to the high number of applicants, meeting the admission criteria is no guarantee for admission to the programme.

Cooperation

This is a joint, cooperative programme with the University of Tampere. Applicants are allowed to apply to the programme at both cooperating universities, however they must specify which of the two universities is their first choice as part of the application process. Note that the universities may have different application times.

Once enrolled in this joint Master's Programme at Åbo Akademi University, students may take a limited number of courses offered by the University of Tampere.

II.V Biomedical Imaging

Duration: 120 credits, 2 years of full-time study

Degree awarded: Filosofie magister - Master of Science

Annual intake: 10

Contact: bioimaging@abo.fi

Website: www.abo.fi/bioimaging

Biomedical imaging has emerged as one of the most important areas of technology in basic bioscience and biomedical research as well as in clinical medicine and translational research. The current technologies enable detailed real-time and non-invasive visualization of molecules, structures and events in cells, tissues, and whole organisms. Application areas include:

- cell and molecular biology;
- pharmacology;
- structural biology;
- nanotechnology and biomaterials research;
- patient care and diagnostics.

The Master's Degree Programme in Biomedical Imaging is a new Master's degree programme that aims to train professionals that who have a thorough understanding of diverse imaging technologies along with practical skills in a wide range of imaging methods and applications.

The programme is jointly administrated by the Faculty of Science and Engineering at Åbo Akademi University and the Medical Faculty at the University of Turku.

Successful completion of this two-year full-time programme results in the award of a Master of Science (M.Sc.) degree (filosofie magisterexamen).

Programme structure

The programme consists of the following modules:

- Compulsory major subject studies in biomedical imaging (90 credits), including a Master's thesis in a suitable application area, seminars and paper presentations;
- Compulsory language studies;
- Optional studies, which include courses, for example, in novel and advanced techniques in microscopy, photonics, and in vivo imaging, as well as international lectures and hands-on courses.

Practical courses will be given by the two universities in Turku. In addition, lecturers and experts from a broad Nordic network in imaging as well as top-rank-

ing international experts from all over the world are invited to participate in on-going workshops, laboratory courses, seminars and symposia.

Study environment

In the degree programme, theoretical studies, through lectures, are combined with practical and applied work in well equipped laboratories. The studies are done under close personal guidance of teachers and professors. The students study in an international atmosphere together with domestic students as well as international exchange students from many countries.

The Department of Biosciences is situated in the Turku Science Park, in the BioCity building, where research groups and academic programmes meet, interact and collaborate. The study facilities are new and equipped with the latest technology.

Admission requirements

The programme is open to those who have completed a lower university degree equivalent to a Finnish B.Sc. degree in Life Sciences or in a relevant field (biomedical sciences, physics, engineering or chemistry). The applicants should be familiar with the basics of laboratory practice.

In addition to the enclosures that all applicants must enclose with the application (please see chapter 4), applicants to the Master's Degree Programme in Biomedical Imaging must enclose the following documents:

- An English, Swedish or Finnish translation of the contents of the transcript of records (course descriptions),

The admission board also reserves the right to interview the applicants. If the applicants are interviewed, the maximum number of students invited to the interview is 50.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

Co-operators

The Master's Degree Programme in Biomedical Imaging is offered by Åbo Akademi University and the University of Turku. Close co-operators are the national Turku PET Centre, Turku Centre for Biotechnology, Turku Centre for Disease Modelling and Turku University Hospital. The programme also has a strong Nordic contribution.

II.VI Chemical Engineering

Duration: 120 credits, 2 years of full-time study

Degree awarded: Diplominenjörsexamen - Master of Science (Technology)

Annual intake: 10

Contact: chemeng@abo.fi

Website: www.abo.fi/chemeng

Finnish industry, research and education have long traditions and experience in many areas of chemical engineering. This Master's degree programme provides a unique opportunity to learn chemical engineering in a personal atmosphere and to take part in the future development in this area.

The two-year programme consists of 12 months of courses and six months of thesis work. There is a three-month summer break between the first and second academic year.

All eleven laboratories at the Department of Chemical Engineering participate and offer a broad basis for the three specialisation topics:

- Process Chemistry
- Process and Systems Engineering
- Natural Materials Technology

These topics are relevant for work in the chemical and process industries as well as in research. Special attention is currently paid to the development of sustainable, environmentally friendly processes and products, including topics such as waste minimization, bio fuels, energy efficiency and chemicals from nature.

Upon completion of their studies students receive a Master of Science degree in Technology (Diplominenjörsexamen). Graduates have a good opportunity to continue with post-graduate studies, as the Department of Chemical Engineering is very active in post-graduate education through research. For instance, it coordinates the national Graduate School in Chemical Engineering.

Study Environment

In the degree programme, theoretical studies, through lectures with individual or group assignments, are combined with practical and applied work in adequately equipped laboratories. The studies are done under close personal guidance of teachers and professors. The students study in an international atmos-

phere together with domestic students as well as international exchange students from many countries.

Admission Requirements

The programme is designed for students with a Bachelor's degree in chemical engineering or a corresponding degree. Eligible applicants are selected on the basis of how well the Bachelor's degree corresponds to the programme and on the study merits of the student.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

No entrance examination. Admission granted on the basis of the application.

II.VII Embedded Computing

Duration: 120 credits, 2 years of full-time study

Degree awarded: Diplomingenjörsexamen - Master of Science (Technology)

Annual intake: 10

Contact: EmbeddedComputing@abo.fi

Website: www.abo.fi/ec

Facebook: <https://www.facebook.com/groups/embeddedcomputing>

This two-year programme is designed to prepare its graduates for the challenging design tasks in the Embedded Systems Industry. The programme leads to a Master of Science degree in Technology. When graduating the students will have:

- practical competences for a successful career as an embedded systems designer in industry
- a good understanding of theoretical issues for starting PhD studies

Throughout this programme the students learn the following skills:

- Clear understanding of the theoretical backgrounds in real-time processing, computing theory, system architecture, distributed systems, control and signal processing
- A thorough understanding of optimisation, evaluation and verification process in embedded system design
- Knowledge in complex systems design methodologies
- Developing good communication and team-work skills in a multicultural and multilingual environment
- Understanding and applying basic notions of project management

Study Environment

The Department of Information Technologies is currently located in the Turku Science Park, in the ICT building, where research groups and academic programmes meet, interact and collaborate with ICT companies. The study facilities are brand-new and equipped with the latest technology. This programme is coordinated by the Embedded Systems Laboratory which does research and education on the practice and theory of embedded and automation systems. A central vision of the laboratory is to contribute to the development of solutions for improving the energy-efficiency of systems, both traditional ICT systems

(mobile, Green-ICT), as well as automation systems for energy production.

Coopeartion

The Master's Degree Programme in Embedded Computing is offered by both Åbo Akademi University (Faculty of Science and Engineering) and the University of Turku. The programme at Åbo Akademi University focuses more on software aspects related to embedded systems, while the programme at the University of Turku focuses more on hardware aspects. Both programmes contain courses given by Åbo Akademi University and the University of Turku. When applying for the programme you can apply only to Åbo Akademi University or to both Universities. If you apply to both universities you will need to select one university as your primary choice.

Structure of the Programme

The studies consists of the following modules:(a) the advanced module I (20 ECTS) with mandatory courses in Real-Time Systems, Programming Embedded Systems, Many-core Programming and HDL Based Design, (b) the advanced module II (30 ECTS) with mandatory as well as selectable courses in embedded computing, (c) a mandatory minor subject in Innovation and Business Creation, (d) the Master's Thesis (30 ECTS), (d) a mandatory language course (5 ECTS), and (e) free optional studies (15 ECTS).

Admission requirements

A completed university level Bachelor's degree in Computer Science or Computer Engineering is required for admission. Eligible applicants are selected on the basis of how well the bachelor's degree corresponds to the programme and on the study merits of the student. More detailed information about the expected academic requirements is available from the programme web site.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

II.VIII Software Engineering

Duration: 120 credits, 2 years of full-time study

Degree awarded: Diplomingenjörsexamen - Master of Science (Technology)

Annual intake: 10

Contact: softwareengineering@abo.fi

Website: www.abo.fi/se

Software Engineering focuses on the systematic, efficient and effective development of software systems.

Software Engineering is a major subject within the Master's programme in Computer Engineering. The programme in software engineering comprises the use of specification, design, programming, validation and lean project planning and management methods and tools to develop high-quality, affordable and maintainable software systems.

The studies include courses in software engineering, network software, information systems and management sciences. Communication skills and team work are also an important part of the studies. There is a special emphasis on the development of internet-based software services and applications. The capstone project course and the master thesis are often carried out in collaboration with the local or national software industry, such as Nokia, Ericsson, F-Secure, Vaadin, TribeFlame, Ixonos, etc.

The programme is designed to provide the student with the necessary knowledge and skills to join the software industry and participate in demanding software development projects. It also provides the required background for doctoral studies in software engineering.

Successful completion of this two-year full-time study programme results in the award of a Master of Science (Technology) degree (diplomingenjör).

A LinkedIn group with our previous and current students and graduates can be found here: <http://www.linkedin.com/groups/Software-Engineering-Laboratory-%C3%85bo-Akademi-4153183>.

A Facebook group for Computer Engineering Students at Åbo Akademi can be found here: <https://www.facebook.com/pages/Datateknik-Computer-Engineering-at-%C3%85bo-Akademi-University/191513037554227>.

Study Environment

The Department of Information Technologies is located in the Turku Science Park, in the ICT building, where research groups and academic programmes meet, interact and collaborate with ICT companies - many of which are multinational and well known. The study facilities are brand-new and equipped with the latest technology.

The Department of Information Technologies is affiliated with the Turku Center for Computer Science (<http://www.tucs.fi>) graduate school, which coordinates all research and education in IT in both universities in Turku (University of Turku and Åbo Akademi University). Through TUCS, the students in the Software Engineering program can take advantage of advanced-level courses offered by both universities.

The programme is coordinated by the Software Engineering Laboratory (<https://research.it.abo.fi/research/SElab>) which is committed to performing high-quality research on processes, methods, and tools for engineering software-intensive systems.

Admission requirements

A completed university level Bachelor's degree in Computer Science or Computer Engineering or in a closely related field is required for admission. Eligible applicants are selected on the basis of how well the bachelor's degree corresponds to the programme and on the study merits of the student.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

No entrance examination. Admission is granted on the basis of the application.

II.IX Computer Science

Duration: 120 credits, 2 years of full-time study

Degree awarded: Filosofie magister - Master of Science

Annual intake: 10

Contact: computerscience@abo.fi

Website: www.abo.fi/computerscience

Computer Science focuses on the study of the scientific foundations for information, computation, and communication, and on the practical techniques for implementing them in computer systems. This is a very broad area of science, spanning from the theory of computing, through programming, to cutting-edge development of computing solutions for large distributed systems, including cloud-based systems. Computer Science offers a solid foundation enabling graduates to adapt quickly to new ideas, new technologies, and to multidisciplinary fields. Traditional subfields of Computer Science are algorithmics, computability, software development and verification, programming language theory, computer graphics, databases, compilers, and others.

During the programme the students acquire the following skills depending on the modules they choose in their studies:

- Understanding the scientific principles of computers and software technology and being able to apply them to a multitude of problem domains;
- A thorough understanding of the software development process, including design, implementation, documentation, and verification;
- Developing analytical skills regarding the architecture, quality, trust-worthiness, and reliability of computer systems;
- Obtaining skills in the design of distributed systems and high-performance applications;
- Getting familiar with advanced computational techniques in biology;
- Developing good communication and team-work skills;
- Obtaining knowledge and competence for a career in the software industry, in high-performance computing and in the computational biotechnology industry.

Successful completion of this two-year full-time programme results in the award of a Master of Science degree (filosofie magister). The programme gives a broad basis across different areas of Computer Science. It provides the students with the necessary knowledge and skills for a wide variety of careers within the soft-

ware industry, in high-performance computing, and in computational biotechnology. It also provides the required background for doctoral research in Computer Science.

Study Environment

The Master Programme in Computer Science is offered by the Faculty of Science and Engineering at Åbo Akademi University. The department provides education in Computer Science, Computer Engineering and Information Systems, at the Bachelor's, Master's and doctoral levels. The department is located in the Turku Science Park area, in the ICT-House, where research groups and academic programmes meet, interact and collaborate with ICT companies. The study facilities are brand-new and equipped with the latest technology.

Admission requirements

Applicants should already have completed a Bachelor's degree in Computer Science, Computer Engineering or in a closely related field. They should also have completed at least 25 credits of courses in Mathematics as part of their Bachelor's degree studies. Eligible applicants are selected on the basis of how well their Bachelor's degree corresponds to the programme and on the study merits of the student.

Applicants must always prove their knowledge of the English language. For more detailed information on admission requirements, please see chapter 3.

No entrance examination. Admission is granted on the basis of the application.

III. REQUIREMENTS FOR APPLICANTS TO THE INTERNATIONAL MASTER'S PROGRAMMES

In this chapter the requirements for applicants to the International Master's Programmes taught in English are explained. In addition to the general requirements described in this chapter, there are programme-specific requirements described in the previous chapter and on the programme websites.

III.I Academic requirements

III.I.I Applicants with a university Bachelor's degree

Applicants to the International Master's Programmes taught in English must have a Bachelor's degree in a relevant field that is equivalent to a Finnish university Bachelor's degree (kandidatexamen).

Since there can be great variations in educational traditions, concepts of knowledge, and patterns of communication in different countries, we have collected information about different qualifications on our website. If you are uncertain if your qualification gives you general eligibility for studies on the master level at Åbo Akademi University, please see the information at www.abo.fi/ansok or e-mail admission@abo.fi.

Only those applicants who have attained a high level of academic achievement in their qualifications, and who present credits to satisfy any prerequisites of specific courses or programmes in which they intend to enrol will be admitted.

The specific academic requirements are found in the programme presentations in the previous chapter. The subjects within which the Bachelor's degree should be completed are also listed in the programme presentations. When the programme has not set a specific requirement as to the number of credits required, as a rule of thumb the applicant should have the equivalence of 60 ECTS credits in the major subject (60 credits equals at least one year of full-time studies).

Applicants who meet the general and specific eligibility criteria can, if admitted, still be required to complete supplementary studies. This can be the case if the applicant lacks a certain qualification within the Bachelor's degree which is required in order to be able to follow a specific course within the programme. The supplementary studies cannot exceed 60 credits. The supplementary studies are not always offered as part of the Master's degree.

Supplementary studies are given alongside the degree studies and the admitted student is from the beginning registered as a full-time degree student.

If the applicant is formally eligible for studies, the degree certificates and transcripts of records are always assessed individually by the academic board of the programme in order to determine whether the profile of the previous studies matches the academic requirements of the sought programme.

Please note that all educational credentials are verified.

III.I.II Applicants with a Finnish Polytechnic degree

A Finnish Polytechnic (university of applied sciences) degree gives eligibility to apply to Master's level studies. However, please note that a degree from a Finnish polytechnic (university of applied sciences) is not identical to a University Bachelor's degree (Kandidat). Therefore applicants who hold this degree might need to complete supplementary studies to a maximum of 60 credits if admitted. The supplementary studies are not always offered as part of the Master's programmes.

Please contact the Office of Academic and Student Affairs, or the programme directly, before applying, to find out more about which type of studies might be required.

III.I.III Applicants who have already completed a master's degree

An applicant who has already completed a master's degree, where the content of the studies is the same as the one offered in the programme that the applicant is applying to, is eligible to apply but cannot use this qualification to gain extra merit in relation to other applicants. If the sought degree programme is identical or almost identical to the degree that the applicant already has, the department can reject admission with the objection that there is no new learning aspect that would motivate admission (the applicant already has the qualification that he or she is applying to). Applicants who already have a master level qualification within the same area are therefore asked, in the application form, to specify the reasons for applying in relation to the new learning aspect.

Also note that credits from one master's degree cannot be transferred into another new master's degree.

III.I.IV Applicants who have not yet completed a bachelor's degree

Applicants who have not yet completed the Bachelor's degree required for admission but will complete the degree by the end of the ongoing academic year (before 15 July 2015) can apply, but must in the application state the expected graduation date and enclose the transcript of records of all studies completed so far with the application.

The applicant will in this case be assessed on the basis of the studies completed so far, and if admitted, the applicant will receive a conditional admission letter. A certified true copy of the degree awarded must reach Åbo Akademi University by 15 July 2015. Note that the conditional admission letter is only valid if the admitted student graduates by 15 July 2015.

Please note the expected date of graduation on the application form. If the expected date of graduation is later than 15 July 2015 the applicant will be deemed ineligible to apply by Åbo Akademi University.

III.II Language Requirements

III.II.I English language requirements

All applicants to the International Master's Programmes taught in English must always prove their level of English language proficiency in accordance with the instructions in this chapter. All International master's programmes have the same minimum requirements listed below.

Applicants prove their level of English language proficiency by submitting one of the following English-language test scores to their application:

- **IELTS Academic** (International English Language Testing System): Scores in the Academic test with an average of 6.5, with no individual scores below 5.5. Even if an applicant has the minimum score required in the different sections, the applicant is not eligible if the required total score is not achieved. Note that the IELTS General Test score is not accepted. The applicant should indicate in Section 23 of the IELTS registration form that University Admissions Finland is able to verify the score electronically. The testing centre will then make your IELTS score available to UAF. Applicants may send a copy of the test report form

enclosed with their application. The test report form must be verifiable. For more information: www.ielts.org. The results are valid for two years.

- **TOEFL** (Test of English as a Foreign Language): Total scores of at least 575 points in the paper-based test, or 90 in the Internet-based test (iBT). The Test of Written English (TWE) is required for those taking the paper-based TOEFL test. In addition to this it is recommended that applicants from China and East Asia, unless they take the iBT test, take the TSE (Test of Spoken English) if they have not studied in one of the following countries: Australia, Canada, Great Britain, Ireland, New Zealand or USA. The required score in the TSE is 45. The TOEFL reporting code for University Admissions Finland (UAF) is 3138. For more information: <http://www.ets.org/toefl/>. The results are valid for two years.
- **PTE Academic** (Pearson's test of English): Total score of at least 62 points. Once you receive your test score send it to University Admissions Finland from your PTE account. Choose Finland as the 'Country'; 'University Admissions Finland' as the 'Institution' and click 'Search'. Then select the university you want to send your results to and confirm your order. After this, UAF should have access to your test results within 48 hours. Be advised that online language test results will only be accepted from the test organiser. For more information, please see www.pearsonpte.com. The results are valid for two years.

No other English proficiency test is accepted.

All language test results must arrive at University Admissions Finland by the application deadline, 30.1.2015 16.00 (CET+1) (University Admissions Finland, Yliopistonkatu 2, FI-00170 Helsinki, Finland). It is always the applicant's responsibility to make testing arrangements for her/himself and to make sure the test results are delivered on time. Be advised that it may take several weeks before the test results are published, and thus we recommend you to book your test well in advance.

- For the IELTS test, It usually takes at least 13 days for the results to be published after you have taken the test.
- Test results for PTE Academic are typically available within 5 working days following the test session.

It is acceptable to submit the language test result before the application period. You may have your language test result submitted to UAF as early as you wish. UAF will store the test result and attach it to your FuniMa account once they process the first application

from you. All application documents must reach UAF by the application deadline.

Please note that your language test score must be valid throughout the entire application period. This means that if your language test expires even one day before the final application deadline, your language test score will not meet the requirements. Please check the validity of your test score and make arrangements for a new language test well in advance, if necessary.

If you are applying to more than one programme in Finland through UAF and you wish to verify your language skills to all of them with the same language test, University Admissions Finland needs to receive the test results only once. However, please note that language test requirements are programme-specific and you should always check these from the university you are applying to.

If you submitted a language test result during one of the previous application periods, UAF still has record of your test result. However, this will not show up in your FuniMa account automatically and will appear there only when UAF processes the first application from you. If the previously submitted language test was taken prior to May 2011 and you wish to use it, you need to contact UAF. Please note however that this language test is not valid for meeting the English language requirements and can only be used as extra merit.

Please note that the test result must be valid throughout the application period. This means it must not expire prior to the application deadline. Also note that the language skill requirements may have changed from the previous application periods.

Applicants are themselves responsible for all costs regarding the English language testing.

Exceptions to English language requirements

Even if an applicant has received his/her secondary or university education in English, he/she must still prove his/her knowledge of English by submitting one of the test scores listed above. This applies also to applicants from English-speaking countries except for the following listed below:

The following applicants do not need to submit a TOEFL, IELTS or PTE test score with their application:

1. Applicants who have completed a Bachelor's or higher degree where the language of instruction was English, in a university or a university level institution in one of the following countries: Australia,

Canada, Ireland, New Zealand, United Kingdom, USA. These applicants' knowledge of English must be indicated in their Bachelor's or Master's degree certificates. Note that the degree must be completed in one of these countries. A degree completed in an affiliated college or on an off-shore campus or as distance education from another country will not be sufficient with regards to the English language requirement.

2. Applicants who have completed a Bachelor's or Master's degree where the language of instruction was English, in a university or a university level institution in one of the Nordic countries (Denmark, Finland, Iceland, Norway or Sweden). In this case a Diploma Supplement or a statement from the educational institution where this information is available should be enclosed with the application. If the degree showing the level of English language proficiency is not the same as the one giving academic eligibility, the degree should be completed by the application deadline in order for the applicant to also meet the language requirements.

3. So called Double degrees or Joint degrees from a university in one of the countries listed above in # 1 and 2, where the studies have been completed at another university from the one conferring the degree are always processed separately and an applicant holding such a degree should contact UAF, the university or the programme well in advance before applying to make sure that the degree also meets the formal requirement for language eligibility. Applicants with a double degree or a joint degree, where a substantial part of the degree has been taken in another country than countries listed above in # 1 and 2, can be required to take an additional language test.

4. Former formal exchange students at Åbo Akademi University who apply to one of the Master's programmes taught in English do not need to prove their level of English by submitting tests result if they can show a good study record from their exchange period. A good study record means that the student has completed at least 20 credits (ECTS) during one term during the exchange and hence proven that he/she is able to study in English at Åbo Akademi University. Current exchange students may also be exempted from the English language test by recommendation of the professor responsible for the Master's programme (the applicant must in such cases enclose a Certificate of Enrollment with the application).

5. In some cases the department can exempt applicants to International master's programmes from certain partner universities from taking the English

language test. This means that a student from such a partner university does not need to submit one of the language tests listed above but should instead ask his/her professor at the partner university to write a recommendation. For more information about this, please see www.abo.fi/master (please look at the specific language requirements for the programme in question and contact the programme coordinator for more information. At the moment this exception is only used at the International Human Rights Law programme).

IV. APPLICATION PROCEDURES FOR THE INTERNATIONAL MASTER'S PROGRAMMES

Åbo Akademi University uses the services of University Admissions Finland (UAF) for the handling of the applications to, and application procedures for the International Master's programmes. University Admissions Finland (UAF) is a centralized application and processing service that provides service for eleven Finnish universities. UAF services are free of charge for applicants. University Admissions Finland processes all educational certificates, carries out credential evaluation and verifies language skills.

All applicants to the International Master's Programmes taught in English apply in the same manner, regardless of whether they are international or domestic applicants.

NB! Åbo Akademi University does not interact with agencies in order to recruit students or as part of the admission process. The prospective student should complete and send in the application herself/himself. Åbo Akademi University does not have any official representatives abroad and does not employ services of educational agencies.

NB! The applicant can only apply to one programme at Åbo Akademi University.

IV.1 The application

A complete application consists of the signed application form, carefully filled according to the instructions, and the required enclosures, which are:

- A certified true copy of the Bachelor's (or higher) degree certificate(s) in the original language
- Translation of the Bachelor's (or higher) degree certificate(s) into English, Swedish or Finnish (if the original document is not issued in one of these languages; follow the instructions on the application form concerning which institutions can issue the translation)
- Certified true copies of university transcripts of all higher education studies completed so far including present studies in the original language and a translation if needed. The official transcript of records must include the following information:
 - full titles of the units that the student has completed for the degree
 - completion times of study units (or at the very least the overall study time at the institution)
 - grades obtained
 - credits awarded

- information on the grading scale used at the institution

The transcript must cover the full length of studies. If the degree includes course units that the student has completed at another institution and the transferred credits are not indicated in detail on the transcript of records, a separate transcript of records regarding the transferred credits should be submitted.

University Admissions Finland only accepts official transcripts of records.

- Verification of language skills (follow the instructions on the application form)
- A photocopy of the applicant's passport (not required of applicants from EU-countries).
- Any other enclosure that the programme might require (please see the presentations in chapter 3 and follow the instructions on the application form).

Note that the statement of purpose (motivation letter) is part of the application form and students are asked to write it in accordance with the instructions given when completing the information in the application system. It is not a separate enclosure and should not be handed in on a separate document but as part of the application form unless otherwise specifically requested by the programme (please note the exception for the Information and Knowledge Management programme).

Please make sure to attach your application form number to all the documents. The application form number is printed on the top right corner of the Application Form.

The application form and the required documents must be sent to University Admissions Finland for processing. Your printed application has a personal programme-specific check list of all the required application enclosures. For more detailed information about the application documents, please visit www.abo.fi/master.

Please note the following with regard to the enclosures:

- Applicants who have not yet completed the Bachelor's degree required for admission by the application deadline, must in the application state the expected graduation date and enclose the transcript of records of all studies completed so far with the application. If admitted a certified true

copy of the degree awarded must reach Åbo Akademi University by 15 July 2015.

- A temporary (provisional) degree certificate is accepted if it was awarded no more than five years earlier. The five-year validity period begins from the date on which the degree was conferred and must not expire prior to the application deadline. In other words, a temporary degree certificate is not accepted if it was awarded more than five years ago. In such cases, the applicant must present his or her final degree certificate.

A temporary (provisional) degree certificate is a document issued by an institution to a student who has successfully completed all studies included in the degree. The student has graduated. The temporary degree certificate is issued as a replacement for the actual degree certificate e.g. in case the actual degree certificate cannot be given to the student immediately after the studies have been completed due to technical or administrative reasons. The temporary degree certificate should include the name of the institution awarding the degree, the date of issue, and the name of the person to whom the degree certificate has been issued and which title/degree the person has been awarded.

- All documents supporting education (e.g. degree diplomas, university transcripts) must be certified by an authorised university official at the university which has issued the diploma or transcript (university registrar), or a notary public. Certified means that each copy must bear an official stamp and signature by an official that guarantees the authenticity of the copy.
- In addition to the standard document requirements, educational documents from certain countries must be submitted in a certain way. Please check if there are any country-specific requirements for your degree awarding country and then follow the given guidelines listed at www.universityadmissions.fi and <http://www.abo.fi/master>. These country-specific requirements must always be followed first and foremost, before any regular requirements for attesting documents. These requirements apply to applicants whose academic credentials have been issued in the following countries

Australia
Azerbaijan
Bangladesh
Belarus
Cameroon
Canada
China
Eritrea
Ethiopia
Ghana
India

Indonesia
Iran
Ireland
Kazakhstan
Kenya
Kyrgyzstan
Malaysia
Nepal
New Zealand
Nigeria
Pakistan
Russia
South Africa
Sudan
Tajikistan
Tanzania
Turkmenistan
Uganda
Ukraine
United Kingdom
USA
Uzbekistan

- University Admissions Finland accepts official electronic transcripts (e-transcripts) from a few recognized sources. Please check the accepted sources from UAF's website at www.universityadmissions.fi. The transcript must always be verifiable from the service.
Please request your electronic transcript to be submitted to etranscripts@universityadmissions.fi. Note that this is a no-reply email address and enquiries sent to this address will not be answered. In any questions please contact UAF via info@universityadmissions.fi.
- All degree certificates must be translated into English, Swedish or Finnish. Translations must be made by authorized translators or by the university which has issued the degree or the certificate. A certified true copy of the certificate or degree in original language must always be attached to the translation. Each page of the translation must bear the translator's stamp and signature. Official translations must be exact translations of the original document. Translations made by the applicant him/herself are not accepted.
- A diploma supplement must be enclosed when available.
- Applications and enclosures cannot be sent as e-mails or e-mail attachments. A signed application must always also be sent by regular mail.
- The language test results must be sent directly from the testing centre or be verifiable through the testing agency. Applicants can send a copy of the language test as an enclosure. For more information, please see the chapter on language requirements.

- Note that it is not possible to apply for any scholarships with the application.
- Please note that Åbo Akademi University and UAF will not return any documents to the applicants (this is due to the large number of applications). Therefore do not send original degree certificates with your application.

Incomplete applications will not be processed.

The applicant must hand in all those documents that he or she wants the university to consider when making the decision on admission by the application deadline. Documents that arrive later cannot be considered. If an applicant wants to bring a certain qualification to the attention of the department making the decision on admission this document must be included in the application.

Please collect all the required application enclosures well in advance as late enclosures are not processed. University Admissions Finland does not make any exceptions to the application deadlines.

NB! The applicant can only apply to one programme at Åbo Akademi University.

IV.II Applicants to a joint programme

The Master's Degree Programmes in Embedded Computing and Master's Degree Programme in Biomedical Imaging are joint programmes given by both Åbo Akademi University and the University of Turku. The Master's Programme in Peace, Mediation and Conflict Research is a joint programme given by both Åbo Akademi University and the University of Tampere.

In order to increase the chances of being admitted to these programmes, applicants are advised to apply to both Åbo Akademi University and the partner university. Note that in order to do so, the applicant must complete separate application forms for each programme and send in the application forms with separate sets of enclosures (if the language tests score report is sent directly to UAF by the testing agency, it is enough to only send one copy of the language test). This is due to the fact that the applications will be processed at both universities. The applicant must also list the programmes applied to in order of preference (this is done by answering a question related to the order of preference in the application form). Note that application times and requirements may vary somewhat. Also note that it is possible to apply only to one programme at Åbo Akademi University.

Questions related to the admission process can be e-mailed to admission@abo.fi prior to the admission deadline.

IV.III The application period

The application period opens 1 December 2014 and closes 30 January 2015 (16.00 CET+1). Applications which arrive after the deadline are not processed.

Note that in order for the application to be valid, it must reach University Admissions Finland (UAF) by the deadline. It is not enough to only complete and submit the data over the Internet, the signed application form along with the enclosures needs to be sent to UAF by post.

Prior to the application period, applicants can create a user account on the UAF website, the user account is called a FuniMa account.

IV.IV FuniMa – applicant's user account

You can create a FuniMa account from 3 November 2014 onwards at <https://uaf.it.helsinki.fi/funima/register/abo>. In your user account, you can fill in your personal information and educational background in advance. Once the application period for your desired programme begins, you can log in to your account and continue with the application process by creating an application. After saving the application form, you must print it and sign it, and submit it to University Admissions Finland (Address: Yliopistonkatu 2, FI-00170 Helsinki, Finland). Please note that the application form must reach UAF by the application deadline.

An applicant can have only one user account, but it is possible to apply for several programmes through it. Note however that you can only apply to one programme at Åbo Akademi University. Your FuniMa account will be valid for the whole 2014-2015 application period.

Be advised that once you have saved the application form in pdf-format, you cannot make any more changes to it.

You can only apply to programmes, which you are eligible for. You must have a first cycle degree (Bachelor's Degree), in order to apply to studies on the second cycle level (Master's Degree). Note however that you need not have graduated by the application deadline. You may apply if you will receive your degree certifi-

cate from your on-going bachelor's degree studies before 15 July 2015.

University Admissions Finland only accepts printed applications. This means that your Application Form becomes an application only after you have printed, signed and submitted it to University Admissions Finland's office. The Application Form must reach UAF by the application deadline. Enclosures sent by email are not accepted.

Please note that after you have saved the application form and it has been assigned an application form number, you cannot make any more changes to it or complete a new application for the same programme. Hence it is very important to check the information on your application before saving it in PDF form.

If you wish to change something on an application you have already saved, please enclose a separate sheet of paper stating the corrections you wish to make and send it to University Admissions Finland along with the rest of your application documents. Please note that corrections sent by email are not accepted. Do not attempt to make changes to the application form itself, as any changes to it will be considered as forging an official document.

If you wish UAF to delete an application form, please send an email to info@universityadmissions.fi stating your personal details (last and first name and date of birth) and the application form number, and clearly indicate that you wish that the application be deleted.

Please note that once the application has been deleted you will no longer be able to access it, and thus the information you have given on the form will no longer be available.

If you wish to make changes to your personal details you can log in to your FuniMa account and correct the information yourself at any time. Changes to your educational background information are possible only until UAF has processed one of your applications, after which the educational background will be locked.

You can make changes to the personal information on your FuniMa account at any time. The PDF is always created anew when you open it again. Thus, any updates you make to your personal information will appear on the PDF and you may then print out the corrected application form again.

If you have started an application draft but have not yet saved the application form, you should still be able to edit your educational background information. However, after you have saved the application form,

information regarding the degree attached to that application will be locked and you can no longer edit it.

FuniMa works best with Mozilla Firefox, and we recommend using it. If you are using an old version of Mozilla Firefox, or some other browser, please try updating or changing it. You should also try using a different computer and operating system or a faster internet connection. Please note that FuniMa does not support Internet Explorer.

In addition to the standard document requirements, educational documents from certain countries must be submitted in a certain way. By using your FuniMa account, you can check if your degree-awarding country has any specific requirements for the way the documents have to be submitted.

You can log in to your FuniMa user account and check whether University Admissions Finland already has your language test results. If you submitted a language test result during one of the previous application periods, UAF still has record of your test result. However, this will not show up in your FuniMa account automatically and will appear there only when UAF processes the first application from you. If the previously submitted language test was taken prior to May 2011 and you wish to use it, you need to contact UAF. Remember to check the time limitations for language tests. Please note that language requirements might change from one year to another, so make sure that your language test scores pass the minimum requirements and that they are valid throughout the entire application period.

Even if you applied during the previous application periods, you will need to create a new FuniMa account for this application period. This is possible from 3 November 2014 onwards.

The documents that you applied with during the previous application have been archived. Unfortunately we cannot return last year's documents and if you are applying again, you will need to submit new documents to UAF.

If you wish to apply again, you will need to create a FuniMa account and complete a new application form, collect the required enclosures and submit the application documents to University Admissions Finland. You should be aware that certain document requirements may have changed from the previous application period. Please check the admission requirements before acquiring documentation. As well, remember to check the country-specific requirements.

IV.V The application form

All applicants to the International Master's Programmes apply using the University Admissions Finland (UAF) application form available at www.abo.fi/master and www.universityadmissions.fi.

The application system requires students to create a user account (see previous section). As soon as the application period begins, students can log on to their account and fill in the information required for the programme applied for. The information will be compiled into a pdf-document which will become the application form when printed, signed and posted in accordance with the instructions.

Changes made in writing to the application form are not accepted. If you wish to change your personal information or educational background in the application after you have created the pdf application form, you can log in to your user account and correct it yourself (these changes will be updated in the database only). If you have technical problems with the application form, you may contact UAF by e-mail at info@universityadmissions.fi or by phone at +358 29 41 235 28. The telephone service is open during the application period, Monday to Friday from 12.00 to 16.00 (GMT+2).

To complete your application, please follow the instructions given below:

- Fill in all the required information with thought and then compile the information into pdf-format.
- Print out the Application Form (pdf).
- Sign the Application Form.
- Collect the enclosures which the programme requires. They are listed on the Application Form.
- Write your Application Form number on every document, and also in the lower left corner of the envelope.
- Send the application via mail to:
University Admissions Finland
Yliopistonkatu 2
FI-00170 Helsinki
FINLAND
- If you use a courier service, please write down University Admissions Finland's phone number +358 29 41 235 28 on the courier shipping slip.

University Admissions Finland receives thousands of applications, and they unfortunately do not have the resources to check the arrival of each application and its enclosures before processing it. All documents will be processed in the order of their arrival, and applicants will be notified about the processing by email.

After processing the application, UAF will send you an email notification informing you of your application status and, if needed, will request that you supplement your application. Please be patient: UAF will contact you as soon as possible. You can also keep track of your application status by logging in to your FuniMa account.

UAF will evaluate the applicant's credentials and verify the language test. This means that UAF will evaluate your eligibility and the authenticity of your educational certificates. This includes e.g. contacting your previous educational institution and your language test organiser. Any malpractice will be reported to the universities and relevant authorities. After that the applications are sent from UAF to Åbo Akademi University.

University Admissions Finland checks your eligibility for Master's-level studies but does not evaluate the academic content of your degree, as this is done by Åbo Akademi University. Åbo Akademi University will assess the application and make the final decision on student selection. (Please see section about results below).

For more information on the application form, please visit www.universityadmissions.fi.

IV.VI Deadline

The printed and signed application form with enclosures must reach University Admissions Finland by 30 January 2015 at 16.00 (CET +1). Please see the instructions on the application form.

Note that the post mark will not be considered, the application form must reach UAF by the deadline. It is recommended that applicants use a courier service if unsure that the regular post services will be able to deliver the application on time. It is the applicant's responsibility that the application form is delivered on time and to the right address.

Please also note that in order to apply, the applicant must have completed a Bachelor's degree or equivalent. If the applicant is in the process of completing the degree within the ongoing academic year but has not yet received the degree, he or she can still apply but must submit the degree certificate to Åbo Akademi University by 15 July 2015. In this case a transcript of records of the studies completed so far must be attached to the application form and the student himself/herself must indicate the date of expected graduation in the application form. Only students who are able to graduate by 15 July 2015 can be admitted. An applicant who has not yet graduated can only receive

a conditional admission letter. Please note the expected date of graduation on the application form. If the expected date of graduation is later than 15 July 2015 the applicant will be deemed ineligible to apply by Åbo Akademi University.

Note that the language test must also reach UAF by the deadline. Hence, when taking the language test, please consider the time it will take for the testing agency to issue the language test. Language tests that arrive before the application deadline or within the time that applicants have to enclose missing documents (see above) will be considered. However, if the language test arrives after this period, the test cannot be considered when processing the applications.

An application which arrives after the application deadline will not be considered.

IV.VII Results

After the preprocessing of the applications at UAF all applications will be sent to Åbo Akademi University's Office of Academic and Student Affairs for evaluation.

If the application, by UAF, has been deemed not to meet the requirements on general university eligibility, the application is processed only by the Office of Academic and Student Affairs and the decision not to admit the applicant is made as an administrative decision in accordance with the admission principles set by the Rector.

If the application has been deemed as incomplete by UAF, the application is processed only by the Office of Academic and Student Affairs and the decision not to admit the applicant is made as an administrative decision in accordance with the admission principles set by the Rector.

An e-mail notification stating the reason for rejection will be sent to all those who have not been admitted.

Complete applications, which meet the formal requirement of eligibility, are sent to the relevant faculties and programmes for evaluation. **The decision about admission is then made by the Dean of the Faculty (dekanus) and the result of the decision will be mailed to all applicants in the end of April 2015.** The decision and the names of those admitted will be published on the Internet on in July 2015 (please indicate on the application form whether or not you want your name to be published on the Internet).

The admission letter is sent to all admitted students electronically by e-mail to the e-mail address which the applicant has given in the application form.

IV.VIII Numerus Clausus

A system of Numerus Clausus (restricted entry) is in use at all institutions of higher education in Finland. This means that even if an applicant meets the formal requirements he or she might not be admitted if the number of eligible applicants is higher than the number of places available in the programme. The selection criteria are explained in the programme-specific information. There you can also find information about the minimum number of students admitted per programme.

IV.IX Confirmation of acceptance

Those who have been admitted must return the signed confirmation form of acceptance of the study entitlement to Åbo Akademi University by 15 July 2015, by 16.00 (CET+1), at the latest, to confirm his/her study entitlement. If an admitted applicant fails to return the confirmation form he or she will lose the right to enrol at Åbo Akademi University.

IV.X Request for correction

If an applicant feels that the application has been incorrectly assessed, he/she should contact the Office of Academic and Student Affairs immediately after receiving the decision.

Applicants who have been denied admission have the right to ask for a correction in writing within 14 days of the date when the result has been sent to the applicant. The request for correction of the decision on admission should be sent by post to the Office of Academic and Student Affairs (address available at the end of this guide).

IV.XI Questions related to the application procedures and requirements

At the Office of Academic and Student Affairs at Tavastgatan 13 in Åbo general information about studies is given to prospective students and degree students (please see website for information on opening hours). There is an International officer at the Office of Academic and Student Affairs in Åbo who can answer

specific questions related to the admission of international students during opening hours.

The links to the application form as well as to guides for international Master applicants are available online at www.abo.fi/master.

When contacting the university or University Admissions Finland, please give your Application Form number, name, date of birth and the programme you are applying to.

Application information is also available at www.universityadmissions.fi. During the application period the UAF has a telephone service for questions regarding technical support and arrival of documents, +358 29 41 235 28. Telephone service is open during the application period, Monday to Friday from 12.00 to 16.00 (GMT+2). It is also possible to contact UAF via e-mail info@universityadmissions.fi with regards to technical support and documents' arrival. When in contact with UAF regarding your application, please always remember to identify yourself with your UAF application number.

Other useful web resources are the Ministry of Education's, the National Board of Education's and the Centre for International Mobility's (CIMO) web pages where you can find out about the Finnish educational system as well as university studies in general (www.oph.fi/english and <http://www.studyinfinland.fi/>).

Academic and educational traditions and cultures vary significantly between countries. It is therefore essential that applicants find out as much as possible about the selected university, study programme, degree structure etc. by reading available material. It is also essential that applicants are aware of the financial aspects of studying as well as other matters for example regarding immigration already when applying.

IV.XII Other study opportunities at Åbo Akademi University

Students interested in the regular master level studies and/or Master's degree programmes given in Swedish language are referred to the information available at www.abo.fi/ansok. The application deadline for these studies is 30 April 2015.

Students interested in undergraduate studies (leading to a Bachelor's degree) are referred to the information available on the internet at www.abo.fi/ansok. Note that Swedish language skills are always required of applicants to this level. The application deadline is 9 April 2015.

Students interested in postgraduate or doctoral studies are referred to the information provided by the departments about postgraduate studies at www.abo.fi/forskning/en.

Students interested in non-degree studies at Åbo Akademi University are referred to the Open University and the Centre for Lifelong Learning (<http://www.abo.fi/student/en/oppnauni>) and students interested in exchange studies are referred to the information provided by the International office at www.abo.fi/exchange.

If you are unsure of which application deadline applies to your application, whether or not you are applying as a domestic or international applicant and what requirements apply to you, please contact the Office of Academic and Student affairs (studinfo@abo.fi) or the International Office (admission@abo.fi).

V. INFORMATION FOR NEW STUDENTS

V.I Registration

Registration of first-year students takes place from 24 August to 4 September (dates will be confirmed in the information to admitted students). Registration is always done in person. All students admitted with the right to start their studies in 2015 must register between the 24th of August and the 4th of September 2015.

After receiving their Admission Letter admitted students must confirm their intention to start their studies by 15 July 2015, 16.00 (CET+1) with a confirmation form which is sent to them together with the admission letter. If an admitted student does not confirm that he/she accepts the admission as instructed, he/she will lose the study place.

All new students must hand in their original Bachelor's degree certificate or equivalent (documents required for eligibility) for inspection at the first time they register as present. At registration, the students fill in a registration form and present a receipt of payment of the Student Union fee. The fee is paid in a bank using the preprinted payment slips. The information on the registration form is copied into the Åbo Akademi University Study Register STURE. Information on the students registered at Åbo Akademi University is also passed on to the national application and acceptance register HAREK.

Since 1.8.2005 the University Act limits the time students are given to complete a university degree. The target time for completing a Master's degree is two years. Students may exceed the targeted time with two years. In addition to this, students can be granted an extension in the study entitlement for up to two years. Students may also be registered as absent for two whole academic years.

V.II Fees

Students do not pay for their tuition themselves at Åbo Akademi University. Tuition is financed by the Finnish government. However, at registration, students are required to show proof that they have paid the compulsory student union fee. The fee for the academic year 2014-2015 was 106 EUR.

International students should, when planning their studies, take into account the living costs in Finland, which can be quite high in comparison with many other countries.

Students coming from outside Finland must also consider the economic requirements set by the Immigration office as well as the costs for sufficient insurance (for more information please see http://www.migri.fi/study_in_finland).

V.III Academic calendar

Åbo Akademi follows a two term (semester) system with four teaching periods according to the model below:

Autumn term:

- Period I: 31 August – 23 October
- Period II: 26 October – 18 December

Spring term:

- Period III: 7 January – 11 March
- Period IV: 14 March – 20 May

V.IV Orientation course

First-year students start their studies with an orientation course. During this course, information is given on most of the things that a student should know in order to get started with his or her studies.

An orientation course for new international degree students in English, introducing newcomers to life in Åbo and Åbo Akademi University, is organised by the International office during week number 35 (26 August – 28 August 2015). Students will get acquainted with the study system, the university's staff and facilities, and they are presented an overview of Finnish history and society.

The orientation course in Swedish is organised during the same week (24 August – 28 August 2015). International degree students who know Swedish can attend this course.

Information about the orientation course with confirmed dates will be mailed to all admitted students along with a welcome package. The programme of the course is also available on the Internet in August.

V.V Student tutors

All International Master's programmes have a student tutor for the new students. The student tutor is an

older student either within the same programme or a doctoral student from the same department. These tutors will show students around the campus and help students with practical matters at the campus.

Teacher tutors will assist Master's level students in questions related to their studies.

V.VI Welcome package

Admitted students will receive an electronic welcome package together with the letter of admission during the summer 2015. The package includes the following:

- Letter of admission
- Confirmation form
- Welcome guide for degree students
- Information about the university and the city
- Information about housing

Read through the information and follow the instructions given. Note that admitted students who intend to enrol during the autumn term 2015 must make the following arrangements well in advance before departure to Finland:

- Arrange with sufficient insurance coverage (required for visa application)
- Apply for a residence permit (student visa)
- Apply for housing (at least 6 weeks prior to arrival)

More information about this is available on the university web site www.abo.fi and in the welcome package which will be sent to admitted students after the decision on admission has been made.

V.VII Language instruction

Students at the International Master's programmes are required to pass a basic Swedish language course of 5 credits.

The Centre for Language and Communication offers courses in Swedish as a foreign language on four levels, a total of 20 credits.

Language courses in Finnish are also available for all degree students at Åbo Akademi University. The basic course in Finnish is not compulsory for students within the Master's programmes, although highly recommended.

NB! Domestic students who are admitted to an English-language programme have to fulfil the general language requirements in Finnish and Swedish before

graduation from the programme, not when applying to the programme. For more information on the language requirements for domestic students see: <http://www.abo.fi/stodenhet/examenskrav>.

V.VIII Further reading

We recommend that all applicants to Åbo Akademi University acquaint themselves with the information on the following Internet resources.

Application:

- www.abo.fi/master
Application information
- www.uaf.fi
University Admissions Finland
- <http://finland.cimo.fi>
Information on International Study Programmes in Finland
- www.oph.fi/english
Finnish educational system

Language tests:

- www.ets.org/toefl
- www.ielts.org
- www.pearsonpte.com

Studying

- www.abo.fi/student
- www.abo.fi/karen
the Student Union

Moving to Finland

- <http://www.migri.fi/studyinfinland>
Finnish Immigration Service

Living in Finland

- <http://www.koulutusnetti.fi/index.php?file=317>
Financial aid for foreign students
- http://www.studyinfinland.fi/tuition_and_scholarships/cimo_scholarships
CIMO Scholarships
- http://www.mol.fi/mol/en/02_working/05_foreigners/index.jsp
Working in Finland

Living in Åbo:

- www.tys.fi
Housing
- www.turku.fi
Turku city web site

Living in Vasa:

- <http://www.voas.fi/>
Housing

- <http://studiebostader.fi/>
Student apartments Lärkan
- http://www.vaasa.fi/Other_languages
Vaasa city web site

Housing Åbo and Vasa (private market):

- <http://www.oikotie.fi>
open market for apartments (select English and
Turku or Vaasa)
- <http://www.vuokraovi.com/>
open market for apartments (select English and
Turku or Vaasa)

VI. ADDRESSES

ÅBO AKADEMI UNIVERSITY

International Office – Admissions

Office of Academic and Student Affairs

Ms Gurli-Maria Gardberg

Tavastgatan 13

FI-20500 Åbo

Tel. +358-2-215 4836 (International office)

Tel. +358-2-215 4891

Tel. +358-2-215 4169 (Office of Academic and Student Affairs)

Fax +358-2-215 3230

E-mail: admission@abo.fi

<http://www.abo.fi/master>

University Admissions Finland (UAF)

University Admissions Finland

Yliopistonkatu 2

FI-00170 Helsinki

FINLAND

Tel. +358-9-191 23528

<http://www.universityadmissions.fi>

Centre for International Mobility

PB 343

FI-00531 Helsingfors

Tel. +358-0-7747 7033

Fax +358-0-7747 7064

E-mail: cimoinfo@cimo.fi

<http://www.cimo.fi>

Student Union Office

Tavastgatan 22

FI-20500 Åbo

Tel. +358-2-215 4650

Fax +358-2-215 4656

E-mail: ssu-karen@abo.fi

<http://www.abo.fi/karen/>

National Union of Finnish Students

Kalevagatan 3 A 46

FI-00100 Helsingfors

Tel. +358-9-680 3110

Fax +358-9-680 31131

<http://www.syl.fi/>

VII. CHECKLIST FOR APPLICATION

- Application form
- University transcripts (diploma) (certified true copies)
- University degree certificate (certified true copies)
- Translations (if needed)
- Language certificate(s) (results to be sent by the organisers of the test)
- Copy of applicant's passport (page with personal information)
- Any other document that the programmes might require (please see programme specific information)



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