



LAPIN YLIOPISTO
UNIVERSITY OF LAPLAND

HOW TO GET STARTED WITH THE SOLEMOVE SYSTEM FOR INTERNATIONAL MOBILITY – ONLINE APPLICATION

A detailed user guide for Incoming Students in English is available in the system once you login

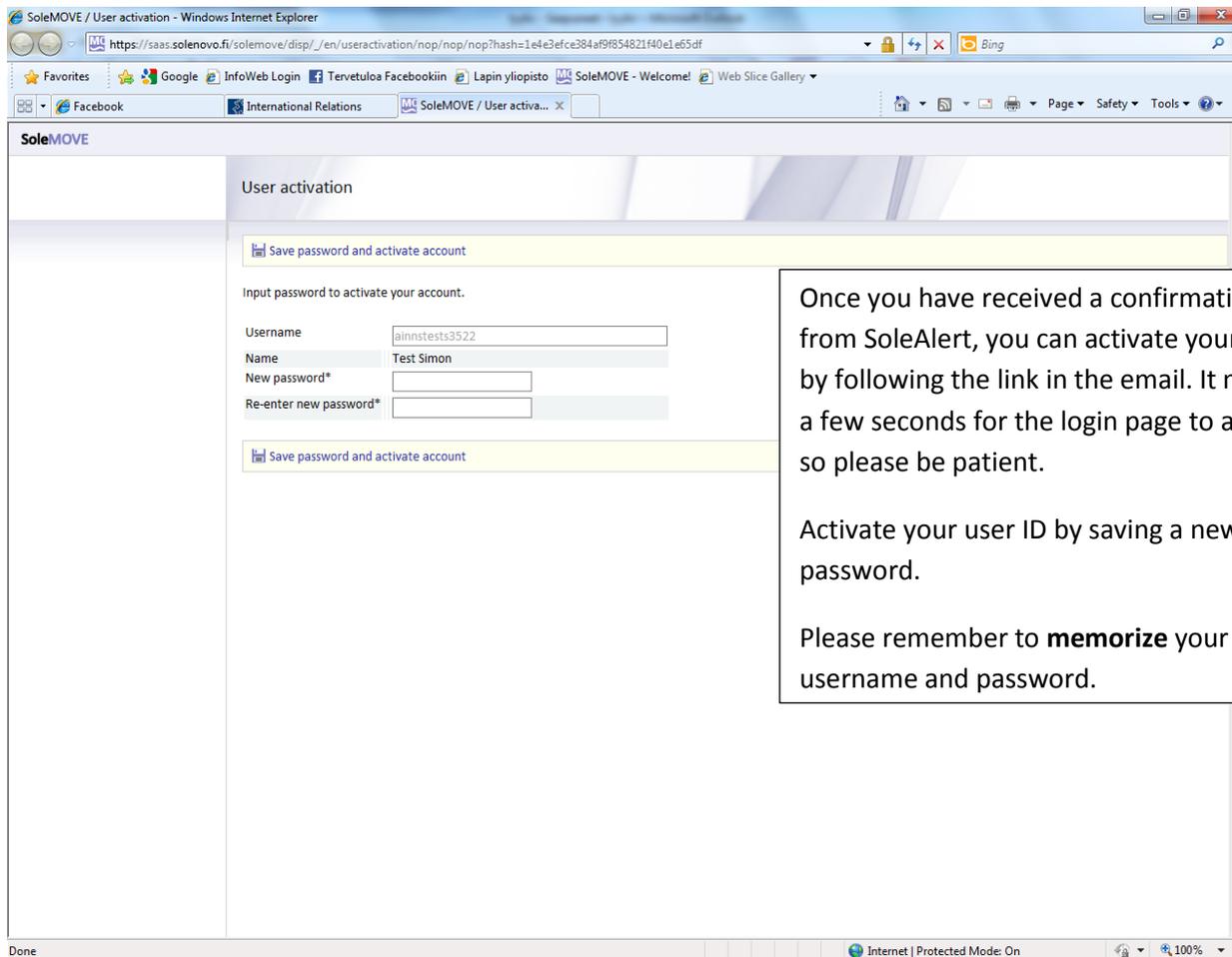
First of all, it is good to familiarise yourself with SoleMOVE in advance. You can login and logout from the system freely until you have saved and sent your application. **After sending the application, it is no longer possible to make changes to it.**

The supported browsers are the latest versions of Mozilla and Internet Explorer. Other browsers (e.g. Safari, Google Chrome and Opera) will not work.

IMPORTANT INFORMATION REGARDING THE ONLINE SYSTEM AND ITS FUCTIONS

- Always use the  Return command for navigating in SoleMOVE. Do NOT use the back and forward arrows of your internet browser, because this might cause data to be lost.
- Please remember to  Save your application after adding new information. Please note that when listing e.g. languages, you need to click  Save after your first choice in order to be able to add several entries.
- You can find options for required information by clicking the pointing arrow icon .
- By clicking the pencil icon  you can edit information and also upload your attachments e.g. in the 'Enclosures' section.
- If in doubt, please read each  information point. These will help you provide the correct information in each field.
- The red exclamation mark  indicates sections that are missing data. You must enter the required data before you can send your application.
- Please make sure you know which attachments are required for your application.
- If you want, you can print out the completed application in pdf format. However, it is not necessary to do so.

The login address is: https://saas.solenovo.fi/solemove/disp/_/en/public/nop/nop/nop



Once you have received a confirmation email from SoleAlert, you can activate your user ID by following the link in the email. It may take a few seconds for the login page to appear, so please be patient.

Activate your user ID by saving a new password.

Please remember to **memorize** your username and password.

SoleMOVE / Welcome! - Windows Internet Explorer

https://saas.solenovo.fi/solemove/disp/3/_en/useractivation/nop/nop/activate

Google InfoWeb Login Tervetuloa Facebookiin Lapin yliopisto SoleMOVE - Welcome! Web Slice Gallery

Facebook International Relations SoleMOVE / Welcome!

SoleMOVE

**UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO**

Welcome!

SoleMOVE - system for international mobility

SoleMOVE is a system for international student and personnel mobility that is offered as a service from the Solenovo service centre. The service can be used to prepare exchange agreements, manage organization information of universities, create electronic exchange applications, store mobility information and produce reports on the exchanges that are required by interest groups such as CIMO.

Search for exchange possibilities

Direction of exchange: To University of Lapland

Country: [dropdown]

Start search

Login

Please read our [privacy policy](#).

University of Lapland

Login using: Shibboleth

Shibboleth

Notification [x]

Your user account was successfully activated, you can now log in.

Close

Notifications

24.02.2011: Uusi versio 1.2.6 asennettu

SoleMOVE-järjestelmään versioon 1.2.6 tehdyt muutokset ja korjaukset (version 1.2.3 jälkeen):

- [SOLENOVO/SoleMOVE/11]Korjattu Agreements/uuden tallennus ja päivitys: välilyönti aiheutti tietokantavirheen kun vaihtopaikkojen lukumääriin oli syötetty välilyönti
- [SOLENOVO/SoleMOVE/12]Host institution lisätty listaukseen ja hakuehdoksi seuraaville näytöille Incoming students/Arrived applications, Incoming students/Applications in process, Incoming students/Processed applications sekä Outgoing students/Processed applications
- [SOLENOVO/SoleMOVE/16]Lisätty lomakkeen ylläpitoon mahdollisuus piilottaa saapuvan opiskelijan hakemuksesta opiskelijan id.

After successfully activating your user ID, you will get this notification.

Done

Internet | Protected Mode: On

100%

SoleMOVE / Welcome! - Windows Internet Explorer

https://saas.solenovo.fi/solemove/disp/_/en/public/nop/nop

Favorites Google InfoWeb Login Tervetuloa Facebookiin Lapin yliopisto SoleMOVE - Welcome! Web Slice Gallery

Lapin yliopisto International Relations SoleMOVE / Welcome!

SoleMOVE

Welcome!

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Login

-Choose institution-
-Choose institution-
Kemi-Tornio University of Applied Sciences
LAUREA University of Applied Sciences
Rovaniemi University of Applied Sciences
University of Eastern Finland
University of Finland
University of Lapland
University of Oulu
VAMK, University of Applied Sciences

dyt muutokset ja korjaukset (version

-[SOLENOVO/SoleMOVE/11]Korjattu Agreements/uuden tallennus ja päivitys: välilyönti aiheutti tietokantavirheen kun vaihtopaikkojen lukumääriin oli syötetty välilyönti
-[SOLENOVO/SoleMOVE/12]Host institution lisätty listaukseen ja hakuehdoksi seuraaville näytöille incoming students/Arrived applications, Incoming students/Applications in process, Incoming students/Processed applications sekä Outgoing students/Processed applications
-[SOLENOVO/SoleMOVE/16]Lisätty lomakkeen ylläpitoon mahdollisuus piilottaa saapuvan opiskelijan hakemuksesta opiskelijan id.

Start login by choosing University of Lapland.

Done Internet | Protected Mode: On 100%

SoleMOVE / Welcome! - Windows Internet Explorer
https://saas.solenovo.fi/solemove/disp/4_en/public/nop/nop/nop

University of Lapland
LAPIN YLIOPISTO

Welcome!

SoleMOVE - system for international mobility

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Login

Please read our [privacy policy](#).

University of Lapland
Login using: Shibboleth
Shibboleth Local



Search for exchange possibilities

Direction of exchange: To University of Lapland
Country:
Start search

Choose Local

Notifications

24.02.2011: **Uusi versio 1.2.6 asennettu**
SoleMOVE-järjestelmään versioon 1.2.6 tehdyt muutokset ja korjaukset (version 1.2.3 jälkeen):

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- [SOLENOVO/SoleMOVE/12]Host institution lisätty listaukseen ja hakuehdoksi seuraaville näytöille Incoming students/Arrived applications, Incoming students/Applications in process, Incoming students/Processed applications sekä Outgoing students/Processed applications
- [SOLENOVO/SoleMOVE/16]Lisätty lomakkeen ylläpitoon mahdollisuus piilottaa saapuvan opiskelijan hakemuksesta opiskelijan id.

Done Internet | Protected Mode: On 100%

SoleMOVE / Welcome! - Windows Internet Explorer
https://saas.solenovo.fi/solemove/disp/5_/en/public/nop/nop/nop

Favorites Google InfoWeb Login Tervetuloa Facebookiin Lapin yliopisto SoleMOVE - Welcome! Web Slice Gallery
Lapin yliopisto International Relations SoleMOVE / Welcome!

SoleMOVE
UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Welcome!

SoleMOVE - system for international mobility

SoleMOVE is a system for international student and personnel mobility that is offered as a service from the Solenovo service centre.
The service can be used to prepare exchange agreements, manage organization information of universities, create electronic exchange applications, store mobility information and produce reports on the exchanges that are required by interest groups such as CIMO.

Login

Please read our [privacy policy](#).

University of Lapland
Login using: Local
Username
Password
Login

Search for exchange possibilities

Direction of exchange To University of Lapland
Country
Start search

Enter your username and password.

Notifications

24.02.2011: **Uusi versio 1.2.6 asennettu**
SoleMOVE-järjestelmään versioon 1.2.6 tehdyt muutokset ja korjaukset (version 1.2.3 jälkeen):

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- [SOLENOVO/SoleMOVE/16]Lisätty lomakkeen ylläpitoon mahdollisuus piilottaa saapuvan opiskelijan hakemuksesta opiskelijan id.

Done Internet | Protected Mode: On 100%

SoleMOVE / - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://saas.solenovo.fi/solemove/disp/4_en/welcome/in/in/nop

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SoleMOVE Log out © 2010-2012 Solenovo Oy

UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Application form for incoming student mobility

Test Sarah
University of Lapland

SoleMOVE - system for international mobility

SoleMOVE is a system for international student and personnel mobility that is offered as a service from the Solenovo service centre. The service can be used to prepare exchange agreements, manage organization information of universities, create electronic exchange applications, store mobility information and produce reports on the exchanges that are required by interest groups such as CIMO.

Done

8:27
3.5.2012

Click 'Application form for incoming student mobility'

SoleMOVE / Personal data - Windows Internet Explorer

https://saas.solenovo.fi/solemove/disp/6_/en/app_form/tab/tab/clr?menuid=1

Facebook International Relations SoleMOVE / Personal d...

SoleMOVE Logout

UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Personal data

Application form for incoming student mobility

Test Simon
University of Lapland

Save

Personal data

Mobility type*

- S - Study
- P - Placement
- C - Combined study and placement

Save

Choose S – Study and Save after which the application will appear on the screen.

Internet | Protected Mode: On 100%

SoleMOVE / Personal data - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://saas.solenovo.fi/solemove/disp/15_/en/app_pdata/edi/tab/fet?id=1717050

Ulapland.fi / InEnglish / Studies / Fo... x Instructions for entering Your Excha... x SoleMOVE / Personal data

Test Sarah
University of Lapland

Name of the applicant: Test, Sarah
Country of home institution: United States
ERASMUS code of home institution: US KENT
Home institution: Kent State University
Status of application: Application not ready
Last edited: 02.05.2012 14:44:38 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application

Mobility type* S - Study

Duration of your exchange*

- Autumn Semester 2012, 29.08.2012 - 19.12.2012
- Full Academic Year 2012-2013, 29.08.2012 - 31.05.2013
- Spring Semester 2013, 09.01.2013 - 31.05.2013
- Full Academic Year 2011-2012, 31.08.2011 - 29.05.2012
- Spring Semester 2012, 10.01.2012 - 29.05.2012
- Other, please specify [] - []

Duration of exchange in months

Student id

Last name* Test

Given name(s)* Sarah

Date of birth(dd.mm.yyyy)* 01.01.1991

Gender* M - Male F - Female

Nationality* US - United States | If other, please specify []

Native language*

Permanent address*

Telephone*

Email* international.relations@ulapland.fi

Contact person in case of emergency

Name*

Address*

Missing data:

- Native language*
- Permanent address*
- Telephone*
- Contact person in case of emergency: Name*
- Contact person in case of emergency: Address*
- Contact person in case of emergency: Select language of communication*
- Contact person in case of emergency: Telephone*
- Home institution: Address*
- Departmental coordinator: Name*
- Departmental coordinator: Telephone*
- Departmental coordinator: Email*
- Institutional coordinator: Name*
- Institutional coordinator: Telephone*
- Institutional coordinator: Email*

Done

14:48
2.5.2012

This is what the upper half of the personal data section looks like. The red bullet points on the right indicate the missing data.

If in doubt, please read the  Instructions

SoleMOVE / Personal data - Mozilla Firefox

File Edit View History Bookmarks Tools Help

solonovo.fi https://saas.solonovo.fi/solemove/disp/11_/en/app_pdata/edi/upd

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Lapin yliopisto SoleMOVE / Personal data

Telephone* +1-11-1111

Email* international.relations@ulapland.fi

Contact person in case of emergency

Name* Maggie Test

Address* Main Street 2422

Select language of communication* EN - English

Telephone* +1-11-1111

Home institution

Name of the home institution US KENT Kent State University

Address* University of Kent

University Street 556

Ohio

Country United States

Departmental coordinator

Name* John Smith

Telephone* +1-22-4444

Fax

Email* js@coordinator.com

Email

Institutional coordinator

Name* Jane Jones

Telephone* +1-22-3333

Fax

Email* jj@coordinator.com

Email

Save Instructions PDF

Done

8:50 3.5.2012

This is the lower half of the personal data section. Please make sure to fill in the name and phone number of your contact person in case of an emergency, as well as the contact information of your coordinators.

If you are a free mover applicant and do not have an assigned exchange coordinator, write n/a in the 'Name' and 'Telephone' fields. You will be required to add an email address, but you can write one that doesn't exist (for example a@b.c) to be able to proceed with the application.

SoleMOVE / Study information - Mozilla Firefox
File Edit View History Bookmarks Tools Help
https://saas.solenovo.fi/solemove/dispatch/en/app_studyinfo/edi/tab/fet?id=1717050

University of Lapland
SoleMOVE / Study information
Ulapland.fi / InEnglish / Studies / In...
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LAPIN YLIOPISTO

Study information

Save Instructions PDF

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Application not ready
Last edited by 2.05.2012 14:44:38 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application

Exchange program Bilateral

Missing data:
• You are applying to: Choose a department or a programme/theme!

You are applying to

Faculty(*)	Faculty of Social Sciences
Programme/theme	
EU subject area*	812 - Travel, tourism and leisure
Information about programme/theme	
Additional information	

0/1000

Save Instructions PDF

Done
15:52
2.5.2012

In the study information section, choose the faculty and the name and EU area code of the subject that you are applying to.

Click the arrow  to see the options.

SoleMOVE / Current studies - Mozilla Firefox
File Edit View History Bookmarks Tools Help
solenovo.fi https://saas.solenovo.fi/solemove/disp/29_/en/app_curstudies/tab/tab/sea?id=1717050
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SoleMOVE / Current studies
SoleMOVE University of Lapland LAPIN YLIOPISTO © 2010-2012 Solenovo Oy

Current studies

Save Instructions PDF

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Application not ready
Last edited by 02.05.2012 15:53:18 Test Sarah

Personal data Study information **Current studies** Proposed study plan Enclosures Check and send application

Degree/diploma you are studying for* 1 - Bachelor 2 - Master 3 - Doctorate
Field of study/major subject* Tourism Research
Number of higher education years completed so far* 2
Language of instruction at home institution (if not mother tongue)
Language knowledge*
Language EN - English Language proficiency Sufficient for academic studies

Missing data:

- Degree/diploma you are studying for*
- Field of study/major subject*
- Number of higher education years completed so far*
- Language knowledge*: English

Save Instructions PDF

Done
15:54
2.5.2012

Choose the degree/diploma you are studying for in the current studies section. You must have a completed Bachelor's degree before choosing a Master level degree.

You can add more languages to the Language knowledge section by clicking  Save after adding each new language.

The screenshot shows a web browser window with the URL https://saas.solenovo.fi/solemove/dispatch/35/en/app_propstudies/tab/tab/sea?id=1717050. The page title is "Proposed study plan". On the left, there is a sidebar with the University of Lapland logo and the text "Application form for incoming student mobility". The main content area displays the following information:

Application number	1717050
Name of the applicant	Test, Sarah
Country of home institution	United States
ERASMUS code of home institution	US KENT
Home institution	Kent State University
Status of application	Application not ready
Last edited by	02.05.2012 15:54:58 / Test Sarah

Below the information is a navigation bar with tabs: "Personal data", "Study information", "Current studies", "Proposed study plan" (active), "Enclosures", and "Check and send application". A blue arrow points to the "Proposed study plan" tab. Underneath, there is a "Missing data:" warning box with the text "Add at least one study!". Below the warning is a button labeled "Add new study".

Click  *Add new study* to add a course or a non-degree program to your proposed study plan. Remember to have the same things in your Learning Agreement!

SoleMOVE / Proposed study plan - Mozilla Firefox
File Edit View History Bookmarks Tools Help
https://saas.solenovo.fi/solemove/disp/29_/en/app_propstudies/edi/tab/new?id=1717050
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Lapin yliopisto SoleMOVE / Proposed study plan
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UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Proposed study plan

Save Return Instructions

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Application not ready
Last edited by 03.05.2012 08:50:16 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application

Type of study*
Course
Non-degree programme
Research project

Save Return

Done
10:02
3.5.2012

Select the *Type of Study*.

Please note that your proposed study plan and learning agreement (in the Enclosures section) must be the same. Make sure that you have chosen the same courses in your learning agreement that you are adding to your study plan.

Screenshot of the SoleMOVE web application showing a proposed study plan form. The form includes fields for application number, applicant name, country of home institution, ERASMUS code, home institution, status of application, and last edited by. Below this, there are tabs for Personal data, Study information, Current studies, Proposed study plan, Enclosures, and Check and send application. The Proposed study plan tab is active, showing a table with columns for Type of study, Code*, Name*, ECTS*, and Last edited by. The table contains one entry: Type of study: Course, Code*: YMAT1211, Name*: Cultural Studies of Tourism, ECTS*: 5, Last edited by: 03.05.2012 10:01:33 / Test Sarah. A blue arrow points to the 'Proposed study plan' tab.

Enter the course code, the name of the course and the number of ECTS credits.

You must add each course separately.

Please note that information about courses for exchange students as well as the course codes can be found on the University of Lapland website: <http://www.ulapland.fi/EN/Admissions/Exchange-studies/Plan-your-exchange-studies>

The courses are updated in the summer, so please use the current information available on the website.

Please note that the course information is subject to change.

SoleMOVE / Enclosures - Mozilla Firefox

File Edit View History Bookmarks Tools Help

solenofo.fi https://saas.solenofo.fi/solemove/disp/41/en/app_enclosures/tab/tab/sea?id=1717050

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SoleMOVE / Enclosures

Application form for incoming student mobility

Test Sarah
University of Lapland

Instructions PDF

Application number 1717050
 Name of the applicant Test, Sarah
 Country of home institution United States
 ERASMUS code of home institution US KENT
 Home institution Kent State University
 Status of application Application not ready
 Last edited by 02.05.2012 15:54:58 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application

Additional data
 0/2000
 Save

Missing data:

- Learning Agreement
- Transcript of Records
- Motivation Letter

Enclosure name	Enclosure info	Mandatory	Enclosed file
Learning Agreement		Yes	
Transcript of Records		Yes	
Portfolio	The Faculty of Art and Design requires that all applicants enclose also a portfolio to their application. Applications without a portfolio will not be considered.	No	
Study certificate - Free Mover Applicants	Free mover applicant must provide a study certificate which states that the applicant is enrolled at an institution of higher education.	No	
Letter of Recommendation - Free Mover Applicants	Free mover applicant must provide a letter of recommendation from a professor or appropriate authority	No	
Certificate of English Language Proficiency - Arctic Studies Programme Applicants	ASP applicant who is not from ULapland partner university must provide A certificate of your knowledge of English, e.g. TOEFL, or other language tests. Not required if you have secondary education in English in one of the Nordic Countries (Denmark, Finland, Iceland, Norway, or Sweden), Great Britain, Ireland, the U.S.A., Canada, Australia or New Zealand or if you have completed a university level degree in English in one of the European Union countries.	No	
Motivation Letter		Yes	

Instructions PDF

Done

16:20
2.5.2012

Click the pencil logo to add the required enclosures.

SoleMOVE / Enclosures - Mozilla Firefox
File Edit View History Bookmarks Tools Help
solenovo.fi https://saas.solenovo.fi/solemove/dispatch/en/app_enclosures/edi/tab/fet?InternalType=&id=1717050&Client=&Direction=&Edit
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Enclosures

Application form for incoming student mobility
Test Sarah
University of Lapland

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Application not ready
Last edited by 03.05.2012 08:50:16 / Test Sarah

Personal data Study information Current studies Proposed study plan **Enclosures** Check and send application

Enclosure name	Learning Agreement
Enclosure info	
Mandatory	Yes
File	<input type="text"/> Browse... Enclosed file Outgoing Students Learning agreement_SarahTest.doc
Last edited by	02.05.2012 16:26:53 / Test Sarah

Upload file Delete enclosed file Previous enclosure Next enclosure Return Instructions

Select *Browse* to find the correct file from your computer and *Upload file* to attach it.

After adding each enclosure, you can continue on to the next one by clicking *Next enclosure* or return to the main page by clicking *Return*.

You can delete an uploaded file by clicking *Delete enclosed file*.

Please remember to check that your learning agreement and proposed study plan have the same courses.

SoleMOVE / Check and send application - Mozilla Firefox

File Edit View History Bookmarks Tools Help

https://saas.solenovo.fi/solemove/dispatch/en/app_send/tab/sea?id=1717050

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SoleMOVE / Check and send appli... x Ulapland.fi / InEnglish / Studies / Fo... x

SoleMOVE Log out © 2010-2012 Solenovo Oy

UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Check and send application

Send application Instructions PDF

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Application not ready
Last edited by 02.05.2012 16:51:27 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application

Personal data OK
Study information OK
Current studies OK
Proposed study plan OK
Enclosures OK

Send application Instructions PDF

Done

16:51
2.5.2012

After you have filled in all the required information, click  *Send application* in the  **Check and Send application** section.

You will not be able to send your application until you have completed all sections of the application and attached the required enclosures.

The University of Lapland will not be able to see your application until you have sent it.

Please note that you cannot make changes to the application after it has been sent.

SoleMOVE / Check and send application - Mozilla Firefox
File Edit View History Bookmarks Tools Help
soleno... https://saas.soleno.../disp/23_/en/app_send/tab/tab/upd
Most Visited Getting Started Latest Headlines
SoleMOVE / Check and send appli... x
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UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Check and send application

Application form for incoming student mobility
Test Sarah
University of Lapland

Instructions PDF

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Application sent
Last edited by 03.05.2012 12:39:41 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application Requests for information

Personal data	OK
Study information	OK
Current studies	OK
Proposed study plan	OK
Enclosures	OK

Instructions PDF

Done

12:39
3.5.2012

Notification x

Application sent!

Close

You will receive this notification when your application has been sent.

SoleMOVE / Requests for information - Mozilla Firefox
File Edit View History Bookmarks Tools Help
https://saas.solenovo.fi/solemove/disp/35_/en/app_reqinfo/tab/tab/sea?id=1717050
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UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Requests for information

Application form for incoming student mobility
Test Sarah
University of Lapland

Instructions PDF

Application number	1717050
Name of the applicant	Test, Sarah
Country of home institution	United States
ERASMUS code of home institution	US KENT
Home institution	Kent State University
Status of application	Application sent
Last edited by	03.05.2012 12:39:41 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application Requests for information

Instructions PDF

Done
12:43
3.5.2012

Congratulations! You have now successfully sent your application.

If we have any further questions, we will contact you by email.

THE ACCEPTANCE PROCESS AFTER YOU HAVE SENT YOUR APPLICATION

acceptletter.pdf - Adobe Reader
File Edit View Window Help
1 / 1 69,7% Tools Sign Comment

 UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO
Kansainvälliset asiat
International Office

4.5.2012

Letter of Acceptance

Sarah Test
Main Street 2422
Ohio

This is to certify that Ms Sarah Test (born 1.1.1991) from Kent State University, United States

has been accepted to study at Faculty of Social Sciences, University of Lapland, Finland as an exchange student during 29.8.2012 – 31.5.2013 within the frameworks of the Bilateral programme.

Yours sincerely,


Outi Snellman
Director of International Relations
University of Lapland

Yhteystiedot S
PL 122
96101 ROVANIEMI
Puh. (016) 341 341 (vaihde), Faks (016) 363 941
e-mail: international.relations@ulapland.fi
www.ulapland.fi/sv

Yhteystiedot S
P.O.Box 122
FIN-96101 ROVANIEMI, FINLAND
Puh. +358 16 341 341 (muhage), Faks +358 16 363 941
e-mail: international.relations@ulapland.fi
www.ulapland.fi/en/

9:08
4.5.2012

This is an example of the Letter of Acceptance that you will receive by email after your application has been processed.

It will be sent to you by June 16th (autumn semester and full year admission) or November 16th (spring semester admission).

Please note that you will **not** receive a paper copy of the Letter of Acceptance, so please **print** out a copy for your own use. We recommend saving a copy of the email and all the attachments.

You will need a copy of the Letter of Acceptance for the immigration process (residence permit) (non EU-citizen).

SoleMOVE / Acceptance - Mozilla Firefox
File Edit View History Bookmarks Tools Help
soleno.fi https://saas.soleno.fi/solemove/disp/5_/en/app_form/tab/tab/ctrl?menuid=1
Most Visited Getting Started Latest Headlines
Lapin yliopisto SoleMOVE / Acceptance
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UNIVERSITY OF LAPLAND
LAPIN YLIOPISTO

Acceptance

I confirm I cancel my application Instructions PDF

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Acceptance information sent
Last edited by 04.05.2012 09:02:59 / tliiri@ulapland.fi

Personal data Study information Current studies Proposed study plan Enclosures Check and send application Requests for information

Acceptance

Admission
Name Sarah Test
Department Faculty of Social Sciences
Period Full Academic Year 2012-2013, 29.08.2012 - 31.05.2013
Granted by tliiri@ulapland.fi / 04.05.2012
Information package arrival confirmation Yes, I have received the information package
Grant per month
Grant duration in months
Travel grant

I confirm I cancel my application Instructions PDF

Done
9:16
4.5.2012

You must confirm or cancel your study place through SoleMOVE by the end of July / beginning of December.

Confirmed study place = registered at the University of Lapland.

Click either  I confirm or  I cancel my application.

SoleMOVE / Acceptance - Mozilla Firefox

File Edit View History Bookmarks Tools Help

soleno.fi https://saas.soleno.fi/solemove/disp/9/_en/app_acceptance/edi/edi/upd

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Lapin yliopisto

Acceptance to University of Lapland...

SoleMOVE / Acceptance

student mobility

Test Sarah
University of Lapland

Application number 1717050
Name of the applicant Test, Sarah
Country of home institution United States
ERASMUS code of home institution US KENT
Home institution Kent State University
Status of application Confirmed
Last edited by 04.05.2012 09:33:04 / Test Sarah

Personal data Study information Current studies Proposed study plan Enclosures Check and send application Requests for information

Acceptance

Admission

Name Sarah Test
Department Faculty of Social Sciences
Period Full Academic Year 2012-2013, 29.08.2012 - 31.05.2013
Granted by tliiri@ulapland.fi / 04.05.2012
Information package arrival confirmation Yes, I have received the information package
Grant per month
Grant duration in months
Travel grant

Arrival information

Arrival date 02.09.2012
Arrival information I will arrive by plane. The Finnair flight lands at 17.40.
58/2000

My address in Finland

Address Kuntotie 4 A 113
96440 Rovaniemi
Finland
Telephone +1-11-1111

Save Instructions PDF

Done

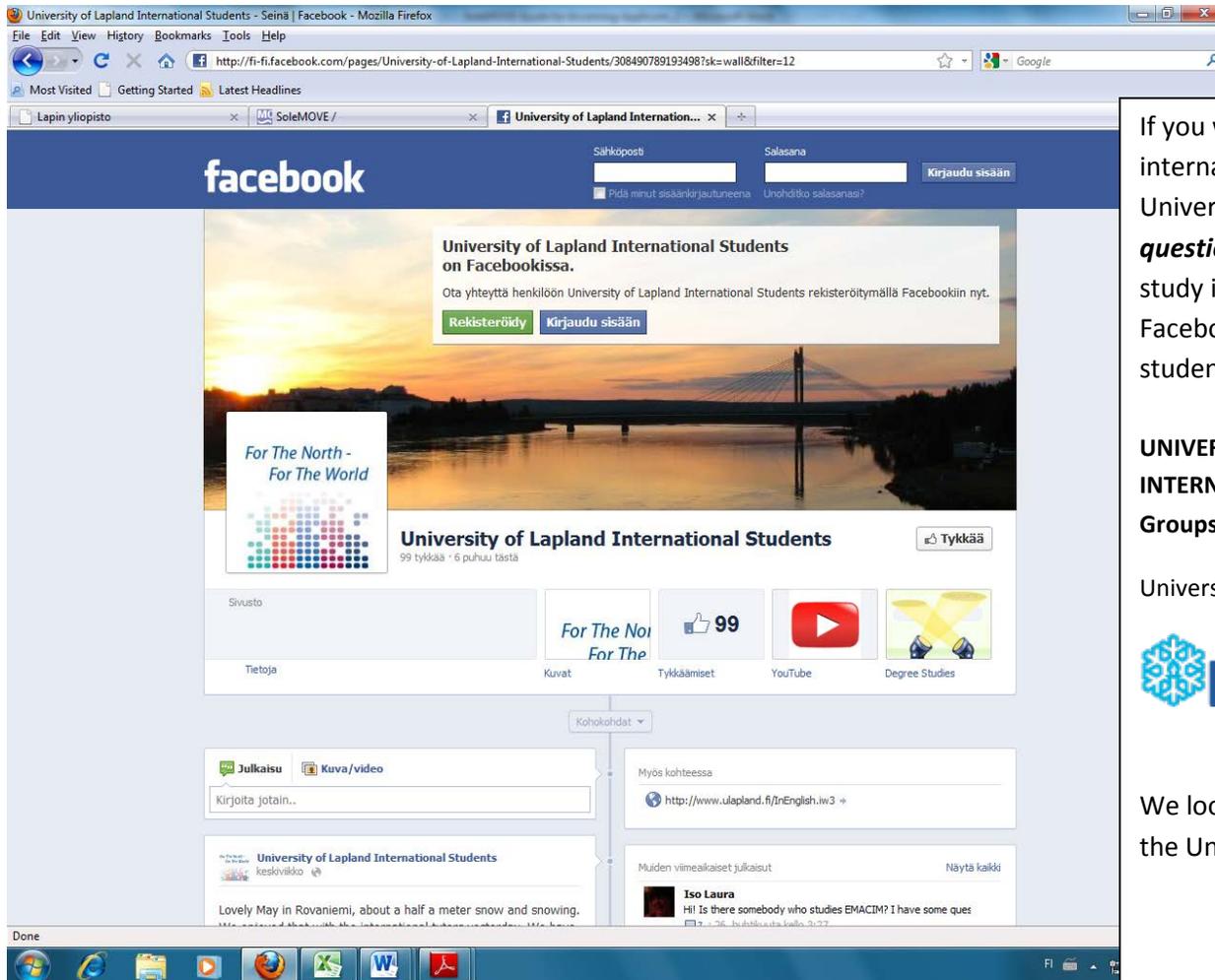
After you have confirmed your study place, you will be asked to enter your arrival information and your address in Finland.

Confirmed study place = registered to the University of Lapland.

You should agree with your international tutor to meet you upon your arrival, if you arrive on the recommended dates. Your tutor will contact you before you arrive, so you can make arrangements about meeting up.

You can find more information from the Study in Lapland guide.
<http://www.ulapland.fi/EN/Studies/For-a-new-student>

If you don't have an address in Finland yet, you can leave it blank and update it later.



If you would like to meet other international students coming to the University of Lapland, or have **any questions** about preparing to live and study in Rovaniemi, please join our Facebook group for new incoming students.

UNIVERSITY OF LAPLAND INTERNATIONAL STUDENTS [Annual Groups] (Visit FB and simply ask to join)

University of Lapland in Social Media



We look forward to meeting you at the University of Lapland!