



Chalmers Information Form 2013/2014

For partners & prospective incoming students

(updated 08.01.2013)

Address Institutional Exchange Coordinator
Chalmers International Mobility
Chalmers University of Technology
Fysikgården 1
SE-412 96 Gothenburg, Sweden

Internet Address <http://www.chalmers.se>

Erasmus Code S GOTEBOR02

Application Deadline

Deadline for Applications Autumn Semester (or an entire year): 1st May
Spring Semester: 15th November

Application Procedure

Online application

1. Submit an **online application** and print the application form:
<http://chalmers.moveonnet.eu/moveonline/incoming>
2. **Send an application package** including:
 - A signed copy of the form including a stamp and signature from the exchange coordinator at the home university.
 - A Passport size **photo** (pasted on the application form)
 - A **letter of motivation** discussing the reasons for applying to Chalmers (one page, in English)
 - an **official transcript** of records (in English)

Nomination

The partner university nominates students for the upcoming exchange semester or year. Nominations are preferably sent by email to the coordinator in charge at Chalmers or by [e-nominations](#). After an acknowledgement receipt from Chalmers, the coordinator of the home university should send an application package to Chalmers according to the instructions outlined above.

Learning Agreement

If a student's home university requires a Learning Agreement signed by Chalmers before the beginning of the exchange; please include the Learning Agreement in the application package. Students who are required to hand in a Learning Agreement to the home university after having started the exchange at Chalmers, should bring it with them and have it signed from the coordinator at Chalmers after arrival.

Academic Information

Semester Dates and Credit System

Autumn Semester 2013: 2nd September 2013 – 19th January 2014
Spring Semester 2014: 20th January 2013 – 3rd June 2014

In the academic year 2014-2015 our Autumn semester will end in January and Spring semester start in February.

Each semester at Chalmers is divided into two study periods which both end with one examination week. 1 credit at Chalmers corresponds to 1 ECTS (Chalmers does not use ECTS grades). Full-time studies correspond to 30 credits per semester. Chalmers expects exchange students to study full time, which means 2 courses of 7.5 credits each study period and 4 courses per semester. Please note that some courses use other examination types than exams and run over more than one study period.

Course / Programme Catalogue

Complete course and programme catalogues in Swedish and English are available online at:

https://www.student.chalmers.se/sp/course_list

https://www.student.chalmers.se/sp/program_list

Please note that not all courses are available to exchange students. Courses and programmes may be searched out using different criteria, for example study level, department, study programme etc. Please make sure to choose the correct academic year.

Schedule

The schedule for autumn semester will be published in the middle of June and the schedule for the spring semester will be published in the beginning of December. Please check the course schedules so that there are no clashes between the courses. Changes of courses can be made when you arrive at Chalmers if clashes have occurred. At Chalmers, the schedules are organized in blocks. All courses you choose should be in different blocks to avoid colliding lectures.

https://student.portal.chalmers.se/en/chalmersstudies/courseinformation/Pages/Block_schedule.aspx

Schedules can be found on the following link

https://web.timeedit.se/chalmers_se/db1/public/#1001

(Please note that some courses are not scheduled in the system - for further information contact the coordinator in charge or the examiner for the course).

Architecture

Exchange students within Architecture must stay for one whole academic year. Thesis work is not possible.

Language Proficiency

All courses included in Chalmers' Master's programmes are taught in English. A very good knowledge of the English language is therefore required to successfully pursue Master's level studies at Chalmers. We also recommend students to take a basic Swedish language course, which is offered at a discount price.

Grading Scales

At Chalmers two different grading scales are used. Information on which of them is used for a particular course is given at the start of the course:

1. Grade scale: U, 3, 4, 5 (U = fail, 5 = top grade)
2. Grade scale: U, G for pass course only, G = pass, U = fail

Academic Transcript

Chalmers will issue transcripts twice a year. Exchange students will be requested to state the addresses to which transcripts will be sent. One transcript will be sent to the student and one to the home university.

Master's Thesis / Project Exchange students are recommended to take courses while studying at Chalmers. The possibility of doing project work or write a Master's thesis at Chalmers depends on the department. Some departments are open to this while others are not. Students with the intention of doing project work or write a Master's thesis should establish contact with a supervisor at Chalmers before arrival.

In order to contact the right department, one needs to have decided the subject/field of the thesis or project. Also, when contacting a potential supervisor, a description of the project and information about the number of credits it should contain, is required. Find your department here:
<http://www.chalmers.se/en/research/Pages/departments.aspx>

Accommodation

Accommodation Gothenburg is a popular city to study in and there is a very high demand for student housing in Gothenburg. Finding appropriate accommodation may be difficult.

Chalmers cannot guarantee accommodation for exchange students. Nevertheless, most students find a room via the municipal housing agency (Boplats) or the Student housing company SGS within the first 2-3 weeks in Gothenburg. However, students should be prepared to travel around 20-30 minutes to get to campus.

Information on how to apply for student rooms will be sent by email in connection to the letters of acceptance.

Arrival and Enrolment

Enrolment The exact date and time for exchange students' reception and enrolment at Chalmers will be communicated in the **welcome letter**.

Official Reception Chalmers welcomes incoming exchange students with an official reception at the beginning of each semester. In addition to this, Chalmers International Reception Committee (CIRC) arranges several activities throughout the semesters. More information about CIRC can be found through the following link: <http://www.circ.chalmers.se/>

Estimated Costs of Living (in €)

Accommodation	Student Dormitories: 320-550 € per month Private Apartments: 400-600 € per month
Food/Meals	170-250 € per month
Public Transportation (i.e. Västtrafik)	Approx. 45-60 € per month (lower cost up to age 26)
Academic Expenses	40-100 € per study period (depending on type of course)
Personal Expenses (clothes, leisure, etc.)	150 € per month (depending on individual needs)
Student Union Fee	Approx. 25-30 € per semester

Support for Disabled Students

Support for Disabled Students

Individual support is given to all students with functional limitations. For more information, please visit:

https://student.portal.chalmers.se/en/contactservice/Students_with_Disabilities/Pages/students_with_disabilities.aspx

Visa Requirements and Residence Permits

Entry Regulations

Citizens of the European Union do not need a visa for Sweden. Citizens from other countries need to check with the Swedish Migration Board whether they need a visa or not. The incoming student is responsible for obtaining the visa. Information about The Swedish Migration Board can be found at: http://www.migrationsverket.se/info/start_en.html

Health Insurance

Exchange Student Insurance

All incoming exchange students are fully insured during school hours and during travel to and from the location where the school hours are spent. Furthermore, the insurance covers medical expenses and a certain amount of accident cover twenty-four hours a day in Sweden. For details please visit <http://www.kammarkollegiet.se/english/insurance>

Citizens of a **Nordic country, EU/EEA country, Switzerland**, or other country that has a convention regarding medical benefits, must bring an **EU card or similar** from their home country for the insurance to apply.

Bank Account

Swedish Bank Account

For students staying in Sweden for a longer period of time it is advisable but not required to open a bank account.

Credit Cards

All major credit cards (VISA, MasterCard etc.) are accepted in Gothenburg and Sweden. In some smaller shops the customer is obligated to pay with cash.

Miscellaneous

Student Union

As a student at Chalmers it is mandatory to be a member of the student union. They represent the students and are working with questions concerning the quality of the education, social activities and job market questions. Please visit the homepage of the student union to find out more about its activities: <http://www.chs.chalmers.se/en/>

Transportation

Information and timetables for trams and buses in the Gothenburg area can be found on Västtrafik's homepage: <http://www.vasttrafik.se/en/>

Tourist Guide

The official guide to Gothenburg City: <http://www.goteborg.com/en/>

Contact persons

Nordic countries	Ms Rigmor Jörgensen rjo@chalmers.se +46 31 772 8642
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More information for incoming exchange students can be found here:

<https://student.portal.chalmers.se/en/chalmersstudies/incomingexchange/Pages/default.aspx>