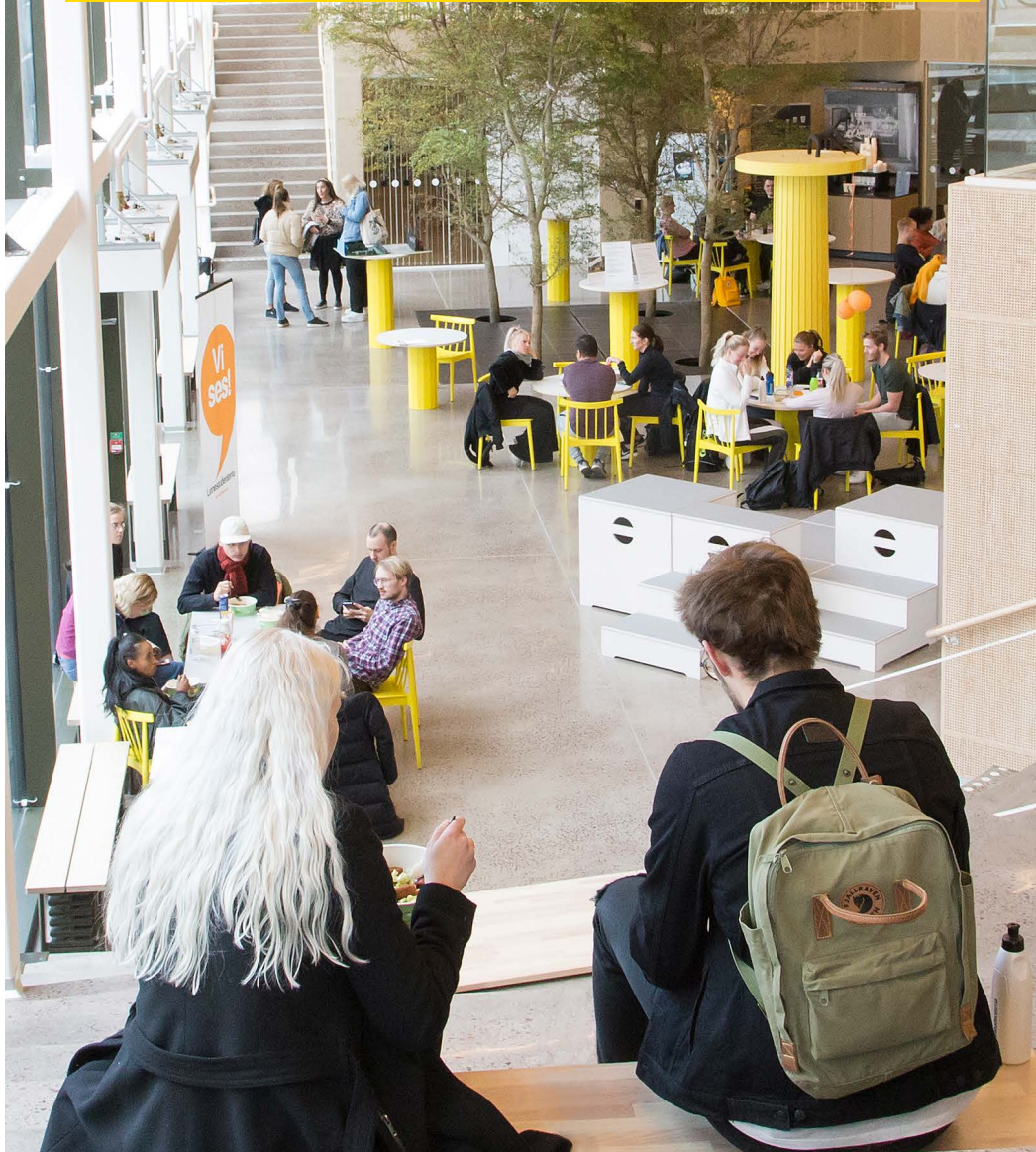


**Linnæus University**

Sweden



# Survival Guide for International Students at Linnæus University



*Useful phone numbers:*

Country code +46

- Emergency Phone number (police, ambulance and fire brigade): 112
- Contact to the police (non-emergency, for example report a crime): 114 14
- Health advice (non-emergency, in English too): 1177
- Linnaeus University Switchboard: 0772 28 80 00

*Useful websites:*

- Bus Växjö: Länstrafiken Kronoberg: [lanstrafikenkron.se](http://lanstrafikenkron.se)
- Bus Kalmar: Kalmar Länstrafik: [kalmarlanstrafik.se](http://kalmarlanstrafik.se)
- Student account Linnaeus University: [Lnu.se/student](http://Lnu.se/student)
- Register for courses, exam results, apply for the degree certificate: [student.ladok.se](http://student.ladok.se)
- Migrationsverket (Swedish Migration Agency): [migrationsverket.se](http://migrationsverket.se)
- Skatteverket (Tax Agency): [skatteverket.se](http://skatteverket.se)

*Useful address:*

Linnaeus University  
International Office  
Universitetsplatsen 1  
351 95 Växjö

*Useful email addresses:*

**Incoming exchange students:** [inexchange@lnu.se](mailto:inexchange@lnu.se)

**Freemovers and fee-paying students:** [internationalstudents@lnu.se](mailto:internationalstudents@lnu.se)

**Questions about tuition fees:** [tuitionfees@lnu.se](mailto:tuitionfees@lnu.se)

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# Get to know Linnaeus University

## **About Linnaeus University – A modern university in southern Sweden with a strong international profile**

You are now a student of Linnaeus University! Linnaeus University was founded in 2010 and is the result of the merge of two universities – Växjö University and Kalmar University College.

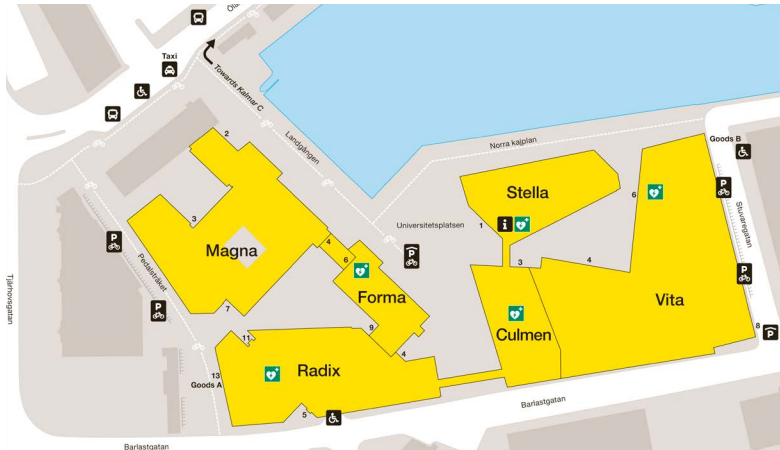
Each year, Linnaeus University welcomes about 900 exchange students. In addition to this, there are as well 2000 active international students at Linnaeus University every year. The international students come from all over the world to Linnaeus University to spend a semester, a year or a longer period of time. Soon you will also be one of them.

This handbook is intended for international students who will study at Linnaeus University. It contains both general and specific information that we hope will be useful to you. Both when it comes to planning your stay and as well during your studies in Sweden. We hope that it will be a useful tool during your studies at Linnaeus University.

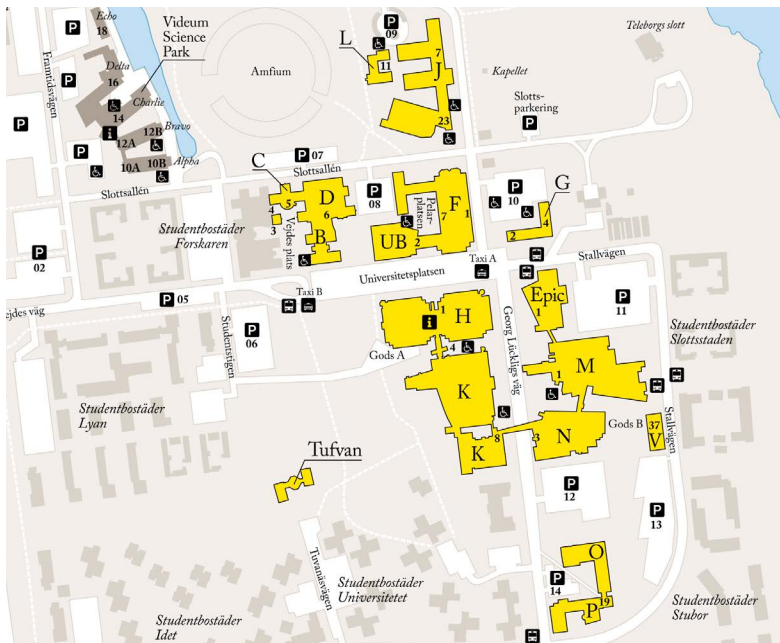
Finally, we also want to welcome you and congratulate on your successful application to Linnaeus University! We hope you will take advantage of the experience that you will get by studying in another country, both inside and outside of the classroom. Remember that not all classrooms have four walls. Take the opportunity to discover Sweden and the city that you will study in. Get to know the culture, the traditions and maybe even learning the language.

We look forward to welcoming you here at Linnaeus University! We also wish you safe travels to Sweden.

## Universitetskajen, Kalmar



## Campus, Växjö



## **About Växjö**

Växjö is the “capital” of Kronoberg County in southeastern Sweden. The city is situated 250 kilometres northeast of Copenhagen and 420 kilometres southwest of Stockholm. Växjö is surrounded by a beautiful countryside. Forests, lakes and rivers make the region an attractive area for those who love outdoor activities. Växjö itself is a modern city with more than 85,000 inhabitants. Växjö has good sports facilities and a concert hall, theatre, museums and cinemas ensure a rich cultural life.

In Växjö, there are approximately 3,000 student apartments on campus. This accommodation is in close proximity to the student activities; the university itself, friends, pubs and meeting places are all within walking distance.

## **About Kalmar**

The city of Kalmar is situated on the beautiful southeast coast of Sweden. Although Kalmar is a modern city with more than 60,000 inhabitants, it has been able to keep its old charm. It is one of the oldest cities in Sweden and it has played an important role in the history of Sweden. Kalmar is a quite small, beautiful and very pleasant city to live in. Take a walk on the cobbled streets in the old town and finish with a visit to Kalmar Castle, which has a history going back 800 years. Kalmar has good sport facilities and a concert hall, theatres, museums and cinemas ensure a rich cultural life.

# Before your arrival

*Erasmus is not a year  
in your life – It is a  
life in a year*

## International students at Linnaeus University

In this guide, we will be giving some information that is different for what category of student you belong to, so it is important to know what your category is:

- *Exchange student* – you have applied to Linnaeus University through your home university which has an agreement with Linnaeus University. Exchange students include bilateral students (often non-EU students), Erasmus+ students, USAC, ISEP, and Nordlys students. You will stay at Linnaeus University for one or two semesters and then return back to your home university and, hopefully, get the courses from Linnaeus University recognised there. Exchange students do not pay any tuition fees.
- *Freemovers* – you have applied to Linnaeus University through [Universityadmissions.se](http://Universityadmissions.se) or [Antagning.se](http://Antagning.se), and you will stay here for either one semester or for a full programme (Bachelor or Masters Programme). The aim is most often to get a degree from Linnaeus University. Freemovers from the EU do not pay any tuition fees, while from outside of the EU do pay tuition fees.
- *Fee-paying students* – you have applied to Linnaeus University through [Universityadmissions.se](http://Universityadmissions.se) or [Antagning.se](http://Antagning.se), and you will stay here for a full two – or three year programme (Bachelor or Masters Programme). Non-EU citizens usually pay tuition fees, with some exceptions. You can find a list of reasons that will grant you an exemption from paying fees on [Universityadmissions.se](http://Universityadmissions.se). Students who are exempted from paying fees and have already applied to the university, should provide supporting documentation to the Admission office at the earliest.

You will receive more detailed information before the arrival. Linnaeus University provides pick-up service and you will receive information upon arrival regarding the sign-up. The Arrival Days are taking place a few days before the semester starts and follows by the Orientation Days.

## **Checklist for new students**

- Get familiar with information about Sweden and Linnaeus University
- Apply for residence permit (for non-EU/EES students)
- Book the travels to Linnaeus University
- Fill out the arrival form that is sent before arrival
- Make a student account
- Make sure your insurance is sufficient
- Arrange accommodation for your stay at Linnaeus University
- Erasmus+ students usually need a signed learning agreement
- Register to have a Buddy
- Make sure your passport is valid during the stay (ID card works for EU citizens)
- Pay the tuition fee (for fee-paying students)
- Bring the admission letter
- Have a credit or debit card, or cash, available upon arrival
- If needed, get a health check before leaving your home country
- Make sure you have clothes appropriate for the weather
- Bring an adaptor if your home country uses other sockets than 220 volts
- Register for the course(s) one week before the course start
- Contact family and friends back home and let them know that you have arrived



## **Preparing for your stay**

You may be moving to Sweden for one semester, or for your full degree programme. Maybe you plan to go back to your home country, or maybe you want to stay in Sweden afterwards. Any of the options will require both preparation and planning. Administrative processes usually take time, which means that you will have to start early. We will here give you some of the important information before your stay.

### **Passport**

Non-EU citizens are required to have a valid passport when entering Sweden. Citizens of the EU/EEA countries need a valid passport or a European Union ID card, clearly stating the nationality of the cardholder. After 2015, Sweden has border controls from time to time and therefore it is important to carry a valid passport/ID card stating nationality, when entering and leaving Sweden. You should ensure that your passport is valid for the entire period of your stay in Sweden. If you do not have a passport, or if your passport expires before the end of your study period in Sweden, you should apply for a new passport immediately. Sometimes also students from the EU/EEA may require to have a passport when travelling outside of Sweden. For example the student organisations; such as ESN Växjö (VIS) and ESN Kalmar organise trips outside of Sweden to countries where only a valid passport is required for everyone.

### **Residence permit**

#### *Non-EU/EEA citizens*

Non-EU/EEA citizens must have been granted a student residence permit ('uppehållstillstånd för studier') before entering Sweden. In order to qualify for a residence permit, you must have been granted admission to full-time studies (at least 30 credits per semester). You should apply for your permit on the Migration Agency's website or at the nearest Swedish embassy or consulate 2-3 months before departure. Do not leave for Sweden without your student residence permit! A tourist visa is not sufficient, as it is only valid for three months.

You need the following documents when applying for your student residence permit:

- Copy of your passport
- Letter of acceptance from Linnaeus University – it is the Notification of Selection Results from Universityadmissions.se
- Certificate showing comprehensive medical insurance cover valid in Sweden. Fee-paying students are covered by the FAS insurance (the condition is that you have paid your tuition fee for the first semester). This insurance is issued under the authority of Kammarkollegiet. You can find the information regarding the FAS insurance on the Notification of Selection Results, that is what you upload when the Migration Agency ask you for proof of insurance.
- A bank statement showing sufficient funds to support yourself during your studies (e.g. a bank guarantee), approximately SEK 8190 per month OR a document proving you have been awarded a scholarship or are in receipt of a study grant/student loan/salary or equivalent, detailing the amount and period during which you will be receiving the funds.

When being granted the residence permit, you will receive the residence permit card (UT card). It is the proof that you have the right to be in Sweden and it has a photo of you and your fingerprints. If you do not have the UT card before arriving to Sweden or need a visa to travel to Sweden, you can leave your biometrics (fingerprints and picture of you) at the Swedish Migration Agency as soon as possible once you arrive to Sweden. For this, you need to make an appointment with the local office of the Swedish Migration Agency. Appointments can be booked on their website.

For further information on residence permits, please visit the Swedish Migration Agency. A list of Swedish embassies can be found at [www.swedenabroad.se/en](http://www.swedenabroad.se/en)

For more information – The Swedish Migration Agency:  
[www.migrationsverket.se](http://www.migrationsverket.se)

*For EU/EEA citizens*

Students from an EU/EEA country may study in Sweden without a residence permit. As of 1 May 2014, EU/EEA citizens are not required to apply for right of residence in Sweden. If you are staying longer than a year, you are recommended to register at the Swedish Tax Office, Skatteverket.

The closest Migration Board office is located in Växjö.

Visiting address: Norrgatan 23

## **Open a bank account**

Opening a bank account is very difficult and your options are very limited if you do not stay longer than a year and then can acquire a so-called “personal identity number” (personnummer). This is due to strict regulations and security.

Read the checklist below to see what documents you need for opening an account. Also bear in mind that Swedish banks are generally open only between 10.00 and 15.00, but they normally have one evening a week with extended opening hours.

- Valid passport (Your passport must have a valid international standard for Swedish banks to accept it as an ID)
- Your residence permit (if applicable)
- Proof of admission showing the duration of studies and a certificate or registration
- Details of address in Sweden
- A birth certificate issued by the Swedish Tax Authority (if you have a Swedish personal identity number)

As a bank customer always, remember to:

- Inform the bank about changes in your contact information such as; your address, e-mail or telephone number
- Close your Swedish bank account before you leave Sweden! This should be done at the branch office where you opened your bank account. (Note: Plan ahead—the amount of cash you can withdraw from your account in a single withdrawal is limited)

## **Insurance**

Before you travel to Sweden and to Linnaeus University, it is important to look into what your insurance cover.

### *Fee-paying students*

Fee-paying students are covered by the FAS insurance (the condition is they have paid their tuition fee for the semester). This insurance is issued under the authority of Kammarkollegiet and it is backed by the full faith and credit of the Swedish government. Terms and conditions can be found at Kammarkollegiet's website. The FAS insurance is valid two weeks before the start of the semester and two weeks after the end of the semester.

### *Exchange students*

Exchange students are covered by the Student IN insurance. This insurance is issued under the authority of Kammarkollegiet and it is backed by the full faith and credit of the Swedish government. Terms and conditions can be found at Kammarkollegiet's website. The Student IN insurance is valid two weeks before the start of the semester and two weeks after the end of the semester.

### *EU/EEA students*

Citizens of EU/EEA countries or Switzerland should register for a European Health Insurance Card (EHIC) in their home country before coming to Sweden. This card gives the student right to medical care at the same cost as Swedes.

For more information – Kammarkollegiet: [www.kammarkollegiet.se](http://www.kammarkollegiet.se)

You should also make sure that you have a valid house insurance for your accommodation.

## **Health check-up**

As you will be away from your home country for several months, it is recommended that you have a medical check-up before leaving. If you use any medication, make sure that the prescriptions you will need during your stay are valid long enough so you can rely on medication that you are familiar with. Before your departure you should check with the Swedish Medical Products Agency (Läkemedelsverket) if there are any restrictions on bringing your medicine to Sweden, consult their website for more information: [lakemedelsverket.se](http://lakemedelsverket.se)

## **Vaccinations**

There are generally no vaccination requirements when entering Sweden. Temporary regulations may sometimes apply to travellers from specific countries.

## Cost of living

Living costs in Sweden depend largely on your individual lifestyle. To give you an idea the following example of a budget might be of help.

*Erasmus is changing lives, opening minds for more than 30 years*

Item	1 month	1 semester/5 months
Food	2,300	11,500
Accommodation	3,700*	18,500
Course literature	750	3,750
Phone/internet	300	1,500
Local travel	405	2,025
Medical and personal care	250	1,250
Clothes, hobbies, leisure etc.	500	2,500
Total SEK	8,205	41,025

\* Minimum cost of accommodation, price may depend on location, size of the accommodation etc.

## What to bring?

### *Bedding and kitchenware*

You are expected to provide your own bedlinen, towels and kitchenware. You can also purchase it once you have arrived in Sweden. Many stores are close located to the city centres. Student organisations as ESN Växjö (VIS) and ESN Kalmar sometimes also arrange trips to IKEA.

### *Clothing*

You will soon experience that every season has its own special characteristics in Sweden. In January and February, the temperature may drop well below freezing. The average temperature during these months, however, is +5°C. We therefore recommend that you bring warm clothing for the somewhat rainy and windy periods. A warm jacket or coat and a pair of warm, waterproof boots or shoes also are a must. During spring and fall the average temperature is 12–16°C and in summer 20–25°C.

You will find that Swedish students dress more formally for some student occasions and events. If you would like to attend these events, you should bring something more formal to wear, like a suit or a dress.

### **Information material**

You may want to bring photos, booklets and other printed material from your home country as you may be asked to present your university at different events, such as activities for Swedish students going abroad to study. We also recommend you to learn some more about your country – your fellow students are most probably interested about where you are from, as well when marketing your home university and country to local students.

### **Mobile phones and Wi-Fi**

There is Wi-Fi in most places in Sweden. There is even Wi-Fi on the buses in Växjö and Kalmar. At Linnaeus University, there is Eduroam that you may access with your student account. Students from the EU may be able to use the mobile data from the home country during the stay, only make sure to look it up with your provider before to be familiar with possible regulations. There is no Wi-Fi in the accommodation that is arranged by the university, so you would need to purchase a router.

SIM-cards can be purchased in stores and supermarkets.

### **Accommodation**

Finding a place to stay during your time at Linnaeus University will look different depending on what type of student you are. As an exchange student, it also depends on the agreement that your home university has with Linnaeus University.

Finding a suitable accommodation can cause stress when beginning your university studies. Start looking for accommodation as soon as possible after having applied to Linnaeus University in order to increase your chances of finding a place to stay. Please be aware that Linnaeus University does not own any housing. We have agreements with local housing companies allowing us to offer housing for a few of our students. We are unable to offer housing for families. You should also make sure that you have a valid home insurance for your accommodation.

### **Fee-paying students**

As a fee-paying student you need to search for accommodation on your own. The Linnaeus Union has a guide for finding accommodation on their website, so please read it carefully and follow their recommendations.

*Travel is the only  
thing you buy that  
makes you richer*

Linnaeus University also has a housing agreement covering a few student accommodations that are available to fee-paying students as a last resort. The accommodations offered are dorm rooms with access to your own bathroom. The prices range between SEK 3,500–4,500 per month, depending on the type of housing. You sometimes need to pay the rent for a full semester in advance.

Students who will be provided with an accommodation through the university may only stay in housing for the first semester of their studies at Linnaeus University. After that, students must find housing on their own. An email with instructions on how to register your interest for one of these accommodations will be sent out some time before the start of the semester. Please note that you are NOT guaranteed an accommodation through the university.

You are not allowed to share these rooms with anyone else. If you plan to live with your spouse and/or children you must find accommodation on your own.

### **EU/EES and Swiss Freemovers**

As a freemover you need to search for accommodation on your own. The Linnaeus Union has a guide for finding accommodation on their website, so please read it carefully and follow their recommendations.

### **Bilateral exchange students (not Erasmus+/Nordlys students) + USAC and ISEP exchange students**

All exchange students from our bilateral partner universities (not Erasmus) and from the USAC and ISEP consortia are offered housing through the university during their first two semesters of their stay.

*Before your arrival*

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For accommodation in Växjö, a rental agreement will be sent to you via email from one of these companies. You will either live in a dorm room with your own bathroom and share a kitchen in a corridor with other international students, or you will get your own room in a shared apartment. The prices range between SEK 3,500–5,500 per month, depending on the type of housing. You will pay the rent either monthly or pay for a full semester in advance. In the latter case, it means you need to be able to pay between SEK 17,500–SEK 32,500 before the start of the semester. You are not allowed to share your room with anyone else. If you plan to live with your partner or children, you will need to find housing on your own.

For accommodation in Kalmar, a rental agreement will be sent to you via email. The prices range between SEK 3,500–4,500 per month. Details regarding this will be specified on your rental agreement. You will live in a dorm room, in a corridor with other international students. You will share a bathroom with one other student and you will share a kitchen with other students in your corridor. You are not allowed to share your room with anyone else. If you plan to live with your partner or children, you will need to find housing on your own.

### **Erasmus+ and Nordlys exchange students**

Linnaeus University is unable to offer accommodation for Erasmus and Nordlys students. If you belong to this student category, you need to search for housing on your own.

The Linnaeus Union has a guide for finding accommodation on their website, so please read it carefully and follow their recommendations.

## **Warning signs of a housing fraudster**

Unfortunately due to housing shortage, it exist housing fraud. Some signs of warning of this may be, however do not have to be, housing fraud:

- The landlord is abroad and will not be able to show the apartment/ room upon request
- The landlord demands high sums of deposit to be paid in advance
- The landlord is stressed and want to have the deal quickly done
- The landlord is not open with name or date of birth

Some advice how to avoid housing fraudster:

- Ask for the property owner's full name, address and date of birth. Name and phone number can easily be changed
- You can easily google the address to see if it is real or not
- Same with the landlord's name – you can google that as well
- Do not send any money to private landlords before you have signed the contract (The public housing company and other professional housing companies are not covered by this information. It is completely normal that the professional housing companies ask for payment of the rent in advance and before you have signed the contract.)
- Consult the Linnaeus Union if you are unsure about the landlord.

## **Travel to Linnaeus University**

### **From Copenhagen**

The best way to travel to Kalmar and Växjö is to fly to Copenhagen Airport. There are direct trains between the airport and both Kalmar and Växjö train stations. The train leaves every hour or every second hour. The direct train from Copenhagen takes approximately 2 hours 30 minutes to Växjö and 3 hours 30 minutes to Kalmar.

You can buy your train ticket at the airport if you purchase tickets for Öresundståget, which is the direct train – the price is the same as if buying it online. There is also SJ as Train Company, for this you would have to change minimum one time. The tickets with SJ are cheaper if buying before arriving at the airport.

For more information:

- Öresundståget: [www.oresundstaget.se](http://www.oresundstaget.se)
- SJ: [www.sj.se](http://www.sj.se)

## **From Stockholm**

If travelling to Stockholm by train, there are two major train companies – SJ and Snälltåget. It is recommended that you buy your ticket before arriving to Sweden. From Stockholm C there is one change by train to Växjö and the trip takes between 3 hours 30 minutes to 4 hours 30 minutes. From Stockholm C to Kalmar, there is one change by train and the journey takes between 4 hours and 30 minutes and 5 hours and 30 minutes.

From Arlanda Airport to Stockholm C there are different means of transportation; for example airport buses, high speed train, regular commuter train.

If travelling by air, there are daily flights. The flight time is approximately one hour to both cities. There are direct flights to Växjö from Bromma Airport with BRA Flyg, and to Kalmar from Bromma Airport and Arlanda Airport with BRA Flyg and SAS.

It is also possible to travel by bus to Växjö and Kalmar. The trip is longer than by train but in many cases cheaper. Examples of bus companies are Flixbus, Silverlinjen (to Kalmar), and Nettbuss (to Växjö).

For more information:

- Snälltåget: [www.snalltaget.se](http://www.snalltaget.se)
- BRA Flyg: [www.flygbra.se](http://www.flygbra.se)
- Flixbus: [www.flixbus.se](http://www.flixbus.se)
- Silverlinjen: [www.silverlinjen.se](http://www.silverlinjen.se)
- Nettbuss: [www.nettbuss.se](http://www.nettbuss.se)

## **Other destinations**

KLM is also having direct flights from Amsterdam to Växjö Airport.



### **From the train station or local airport to the University**

During the official arrival days, pick-up service is arranged from Växjö train station or Växjö airport to the campus. The same for Kalmar where pick-up is provided from the train station or Kalmar airport to the university. If not arriving during the official arrival days, you are obliged to arrange your own travels to the university. For Växjö, bus number 4 takes you from Växjö Småland Airport to Växjö city centre where you change bus for Linnaeus University. There are three alternatives for travelling by bus between Växjö city centre and Teleborg, where the campus is situated. The best option is bus number 3 that goes directly to the university. Other alternatives are to take bus number 1 or bus number 5 to Teleborg centrum, which is located an 8–10 minute walk from the university. Länstrafiken Kronoberg operates all bus routes. For Kalmar, the airport is located about 5 km from the city centre. Shuttle bus number 402 Kalmar–Smedby departs every twenty minutes. Kalmar Länstrafik operates buses. The train station is located in the city centre.

## **Travel in Växjö or Kalmar**

There are two different local bus companies in Växjö and in Kalmar. For Växjö it is called Länstrafiken Kronoberg and the buses are green. In Kalmar, the bus company is called Kalmar Länstrafik (KLT) and the buses are yellow.

How to buy a ticket in Växjö:

- You can either get a period ticket valid for 30-day (Students receive a 25 % discount).
- Or, you can use the app called Länstrafiken Kronoberg, and top up with a certain amount of money (e.g SEK 200) that you can later use for single tickets. With the Kundkassa, you get a 10% discount on all tickets.
- Or, buy a single ticket by card or through the app. You can buy by card directly on the bus.

How to buy a ticket in Kalmar:

- You can either get a monthly bus card (cheaper as a student)
- Or, you can get a bus card with a reskassa that you top up with a certain amount, e.g SEK 200 that you can later use for single tickets. With the reskassa you get a 20% discount.
- Or, buy a single ticket by card, in the tickets machine or through the app. You can buy by card directly on the bus.

In both Växjö and Kalmar, and for Öresundståget, it is possible to buy a duo ticket for two persons. This ticket gives a certain amount additional discount.

## **Academic calendar**

The academic year begins with the fall semester, starting either end of August or beginning of September. It then ends the mid of January. There is no Christmas break, however there are no classes between Christmas and New Year's and sometimes courses end, so remember to check with your course schedule. The spring semester begins right after the fall semester ends and then is ongoing until beginning of June.

# During your studies

*The world is a book,  
and those who do not  
travel read only one  
page*  
Saint Augustine

## Checklist during your stay in Sweden

- Join the welcome activities that are organised
- Become a member of any student organisation, ESN section, nation or the Linnaeus Union
- Get a bike if needed – more information how to buy a bike can be found under the section Biking in Sweden
- Have a fika
- Get a bus card with Kundkassa/Reskassa (gives lower price on the bus in Växjö or Kalmar)
- Get a university access/swipe card
- Find your local supermarket, health care centre, pharmacy, shopping area etc.
- If staying longer than 12 months (admitted to a programme longer than one year), apply for a Swedish personal identity number
- Non-EU/EES citizens required VISA – if you have not left your biometrics, book an appointment at the Migration Agency
- Register for the course one week before it begins with your student account
- Get your documents (learning agreement, certificate of arrival etc.) signed if you are an Erasmus+ student

## Studying at Linnaeus University

Linnaeus University is one of about 40 universities and university colleges in Sweden. At Swedish universities, students usually study only one or two courses intensively at a time, followed by an exam for each course (consecutive scheduling), instead of studying several different courses simultaneously, with a midterm and a final exam for each course at the end of the semester (parallel scheduling).

The duration and extent of programmes and courses are expressed through the credit system used. One semester (20 weeks) of full-time studies corresponds to 30 credits or 30 ECTS/approximately 15 US semester credits. Single subject courses and modules are generally 7.5 credits each and usually run for five weeks.

A full-semester course consists of one semester (20 weeks) of full-time studies, divided into several modules. If you choose a full-semester course, you are required to follow the course and the modules exactly as listed in the course outline. Individual modules from different full-semester courses or programmes cannot be combined.

### **Registration**

One week before the course begins; you will be able to register. This means that you will be studying the course. You will then get access to the materials and what you need for the course. For fee-paying students, once you have registered for the course you cannot be reimbursed for the course fee. The registration for the course is done with your student account. Remember that registration for a course is not the same as applying for a course – you register once you are admitted for the course that you applied for.

### **The credit system**

1.5 credits represent one week of completed full-time studies. They are more or less equal to 1.5 ECTS credits and approximately 0.75 US semester credits. 60 credits represent the workload of one year of full-time studies. The duration and extent of programmes and courses are expressed through the credit system. One semester of full-time studies corresponds to 30 credits or 30 ECTS / approximately 15 US semester credits. Individual courses are generally 7.5 credits (five-week courses in a single subject area) and run consecutively, not simultaneously. Full-time studies requires 40 hours of studies (including class time and home studies) per week.





## **Examination**

All courses include written and / or oral examinations. As a rule, there are no final exams covering the entire semester's course work (i.e. grouping the modules together when enrolled in a 30-credit course) or covering an entire study programme. Four different grading scales are used at Linnaeus University. More information regarding these grading scales can be found under the heading "Grading scales" below. If you fail an examination, it may be possible to re-sit the examination later in the semester. The teacher will inform you of the re-examination date. Independent projects and short papers are other examination forms required in some fields of study. The work you have carried out is presented in a seminar where other students and the teacher critically evaluate your work. The grading system is similar to that of an examination.

## **Academic misconduct, disciplinary measures and the disciplinary board**

Academic misconduct (i.e. using unauthorised tools in exams, using "crib sheets", or plagiarism) is strictly forbidden. If a student, whether Swedish or international, is suspected of academic misconduct, an investigation is carried out. The vice-chancellor decides, after having questioned the student, whether the case is to:

- be dismissed with no further measures,
- result in a warning
- be referred to the disciplinary board for scrutiny.

Academic misconduct can result in you being given a warning or in your suspension from the university.

If there are grounds for suspecting that an offence of the kind laid down above has been committed, the Vice-Chancellor shall be notified promptly through a report. The report is registered as a public document. The Vice-Chancellor let the matter to be investigated. During the investigation, the student have the opportunity to make a statement on the issue. Thereafter, the Vice-Chancellor has a consultation with the legally qualified member and decide whether the circumstances are such that the matter shall be dismissed without further action, call for a warning from the vice-chancellor, or be referred for a hearing by the disciplinary board. The board can decide if the matter shall be dismissed without further action, call for a warning, or if the student should be suspended during a period of time, maximum 6 months.

## Grading scales

Four different grading scales are used at Linnaeus University. Which of the grading scales that is to be used is decided by the faculty responsible for each respective course. A list of a student's completed courses may, therefore, contain a number of different grading scales.

All grades at Linnaeus University are goal-related; that is to say, a student's performance is assessed based on the objectives stated in the course syllabus. A goal-related grade does not indicate how well a student has performed in relation to other students, but instead to what extent he/she has fulfilled the course objectives.

The grading scales used at Linnaeus University are listed below and arranged in order of precedence, from the highest to the lowest grade.

### *Pass – Fail*

This grading scale is used at most faculties, however, primarily for courses that are part of contract educations and courses of practical/aesthetic nature.

### *Pass with Distinction – Pass – Fail*

The traditional grading scale at Swedish universities. This grading scale is mainly used at the Faculty of Social Sciences, the Faculty of Arts and Humanities, and the Faculty of Health and Life Sciences.

### *Five – Four – Three – Fail*

Used for most courses and programmes offered at the Faculty of Technology. This grading scale is in use at most engineering faculties in Sweden.

### *A–B–C–D–E–F (Fail)*

Introduced in 2016 for all courses offered to international students. The School of Business and Economics uses this grading scale for the vast majority of its courses. The A-F-grading scale assesses students with the grades A, B, C, D, E, Fx or F. In order to pass the course, students need to meet the expected learning outcomes, which are stated in respective course syllabus. The grade A constitutes the highest grade on the scale and the remaining grades follow in descending order where the grade E is the lowest grade on the scale that will result in a pass. The grade F means that the student's performance is assessed as failed. Fx is not a grade and is only used when a student is allowed to complement the examination. For students who do not pass the examination, retake examinations are provided in accordance with local regulations at Linnaeus University.





## **Written examinations**

A written exam may take place on a weekday or a Saturday. The duration of a written exam cannot exceed five (5) hours. It is important that you arrive ahead of time, so that the invigilators can show you to your seat. You must register for the examination sitting 9 working days at latest. The registration is open 30 days. Late registrations are not accepted. Always make sure that you have received an email confirming your registration. If you do not receive a confirmation, your registration has not been recorded and you must contact the examination unit straight away. In order to be able to register for an examination you must be registered on the course. Smoke breaks are not allowed during exams. If you visit the rest room during the exam, you are to write your name on a list as indicated by the invigilators. Food and drink is allowed in the exam room. If the scheduled exam time is several hours, it is a good idea to bring something to eat and/or drink. Do not forget to bring your ID or passport!

Written examinations at Linnaeus University are anonymous. This means that your examination is marked anonymously by your teacher/examiner. You receive the code you use at the examination sitting when you register for the exam in the central registration system. A confirmation on your registration and your personal code are sent to your student email. You then bring the code with you to the examination sitting and write the code on your examination sheets instead of your name and personal identity number.

For more information – contact [tentamen@lnu.se](mailto:tentamen@lnu.se)

## **Transcript of Records**

Your transcript of records can be collected from the Infocenter in the main building (H-building) in Växjö or from the Infocenter in House Stella at Universitetskajen in Kalmar. At the Infocenter, you can also:

- get registration certificate showing your course registrations
- get certificate of enrolment showing your completed courses, credits and grades
- buy Linnaeus University merchandise

If you are an exchange student, a transcript of record will be issued and sent to your home university, approximately one month after the semester has finished. You can also download your Transcript of Records without a signature from the Ladok page via your student account.

## **Study Advice**

### **Academic culture**

Relations between students and teachers at Linnaeus University may seem very informal. Students are encouraged to ask questions, both in the classroom and outside. Classes often consist of discussions around chosen topics rather than teacher-provided lectures. Learning and teaching is considered a two-way communication. Do not hesitate to ask a question about things you do not quite understand or comment on issues you disagree with. Teachers will expect you to call them by their first name, as students and teachers consider one another equals. This does of course not imply that the teachers will accept anything but your best performance in class and during examinations.

### **Organising your studies**

In the Swedish university system, with courses organised in modules and few courses running concurrently, the number of lectures may appear to be quite few. This may lead you to believe that university studies in Sweden are somehow easier than you are used to, and you may postpone studying until the last few days before an exam. This is never a good idea, and it is important that you plan and schedule your studying throughout the full length of the module or course.

### **Teaching methods**

Courses may consist of lectures, workshops, group exercises, discussions, tutorials, fieldwork, and seminars. The teacher of your course will inform you what has mandatory attendance. In Sweden, students are generally expected to be active in the classroom, i.e. the classroom is characterised by interactive learning.

### **Academic Support Centre**

The Academic Support Centre offers advice on academic writing, oral presentations and study skills. It is a service free of charge for all students at Linnaeus University. They offer text tutoring, oral presentations tutoring, study skills tutoring and drop-in Academic Support. You find them in the university library.

For more information – contact [academicsupport@lnu.se](mailto:academicsupport@lnu.se)

## **In the classroom**

Even though not all lectures are mandatory, it is strongly advised that you attend all classes. You must attend compulsory classes or you will not obtain your credits. Although some classes may be non-compulsory, you will gain much from attending, as it will help you understand the topic in question. The teacher will often lecture about matters not covered in the compulsory readings on the reading list, and by not attending, you may miss important information. Besides, it is better to listen and take notes in class as well as read the course-literature. Apart from academic matters, class gives you an opportunity to get to know your fellow classmates during discussions and coffee breaks. View the lectures as a tool to make your studies both easier and more interesting! All lectures are conducted in English for non-Swedish students. Do not be afraid to speak up and/or ask questions, even if English is not your native language. Remember that practice is the only way to learn!

*Nine recommendations in order to succeed when writing an essay exam, a paper or a take-home exam:*

- Read the questions carefully. To test your understanding of the questions, rewrite the questions in your own words.
- Think: Do you know a possible answer to the questions?
- Decide on the answer you intend to pursue. This is important, since it will determine the format of your essay and the conclusion you will reach. If you do not know the answer before you start, it is not advisable to attempt to answer the question.
- Organise your material according to a simple plan: introduction, discussion, development, and conclusion. Start by explaining what the question is asking and indicate how you will answer it.
- The conclusion is important. You have been asked a question and must try to answer it. Do not merely summarise your essay, but try to show how your arguments and evidence lead to a justifiable conclusion.
- You should write comprehensible. Use sociological, social and psychological language that you understand. Use words and theoretical concepts that you know and understand. Use your own personal style of writing.
- Good answers will include perceptive criticism of studies, articles or books (where relevant to the question).





It is useful to quote studies and examples to illustrate points. Knowledge of particular authors and their work may also help you recall details. It is, however, possible to write adequate answers with only a few references. Do not be afraid to use well-known examples, if necessary, as long as they are relevant and provide substance to your answer. Note, however, that if you quote another author, you must use footnotes and include references.

You should raise even what may seem to be simple and obvious points in your answer.

## **International Office**

### **Contact**

You find the International Office in the H-building in Växjö and the building Culmen in Kalmar. Staff is available in the Student Lounge during certain hours or by booking an appointment, either physically or through Zoom, Skype or by phone.

### **Email contact**

You will be in contact with the International Office before and most probably during and after your stay as well. There are different email to use depending what your question is about and if you are a freemover or an exchange student.

- [inexchange@lnu.se](mailto:inexchange@lnu.se) – Incoming exchange students
- [internationalstudents@lnu.se](mailto:internationalstudents@lnu.se) – Freemovers and fee-paying students
- [tuitionfees@lnu.se](mailto:tuitionfees@lnu.se) – Questions about tuition fees

### **Learning Agreements, Erasmus+ documents & other documents**

If you are an Erasmus+ exchange student, there are certain documents that you need to have signed by Linnaeus University. The International Office can help you with this. You can send the document by email or come by the opening hours of the International Office – the staff can then sign it for you, either digitally or physically. If you are not an Erasmus+ exchange student but need documents to be signed, the International Office can also sign those for you.

## **Tuition fees for fee-paying students**

*Not all classrooms  
have four walls*

In the autumn semester 2011, Sweden introduced application and tuition fees for international students who are not citizens of the EU, EEA or Switzerland or exchange students (whose studies are regulated by agreements between Swedish and foreign universities). There are some exceptions to this general rule. The following is a list of criteria, which exempt individuals, meaning they do not have to pay application and tuition fees. If you do not meet any of these criteria, you are most likely required to pay fees.

You are NOT required to pay application and tuition fees if:

- You have Swedish citizenship
- You have been granted a permanent Swedish residence permit
- You have been granted a temporary Swedish residence permit for reasons other than studies (having a temporary residence permit for studies in Sweden does NOT grant you exemption from fee payments)
- You are a family member of a citizen of an EU or EEA country, or Switzerland, AND have temporary or permanent right of residence in Sweden
- You have long-term resident status in Sweden
- You have long-term resident status in another country in the European Union AND have Swedish residency.

## **Payment and reimbursement**

When you apply for programmes or courses at [universityadmissions.se](http://universityadmissions.se), you must pay an application fee of SEK 900 (approximately EUR 100). This payment has to be made directly to [universityadmissions.se](http://universityadmissions.se) – you can read more about that at the University Admission website.

Once you have received your notification of selection, you will receive an e-mail asking you to order an invoice. Follow the instructions in the email and order an invoice through our payment portal. Once you have ordered an invoice the request will be processed by our financial department and an invoice will be uploaded in the payment portal for you to download.

With the invoice you will get more detailed information on how and when the payment should be made, but some information can be found below as well:

- Tuition fees always have to be paid in advance for the upcoming semesters
- The tuition fee has to be paid through your bank account, via bank transfer. Please note that we do not accept cheque-payments of any sort.
- You should pay your tuition fee before you apply for the residence permit. For the application to be complete the tuition fee has to be paid, a complete application will be processed faster.

For information about reimbursement, please consult the Local regulations for tuition fees at Linnaeus University. Reimbursement of tuition fees can be done in case of:

- cancellation of studies prior to the start of the semester
- cancellation as a consequence of residence permit not being issued
- cancellation as a consequence of revoked residence permit (prior to the start of the semester)
- altered status of requirement to pay tuition fees (prior to the start of the semester)

## **Extension of the residence permit**

If you are a non-EU freemover student and need to extend your residence permit for studies, you must then apply for it at least 30 days before your current residence permit expires. The Migration Agency will not send you a reminder before it expires. Your passport also need to be valid for the extension. You can apply for the extension of the Migration Agency's website and what documents are required for it can be found on the website as well.

## **Student services**

### **Coordinator for students with disabilities**

If you are a student and have some form of disability, it is possible for you to get pedagogical support during your studies. Examples of such help are, help taking notes, sign language interpreter or extended time at examination sittings. It is important that you contact a coordinator for students with disabilities well in advance, to be able to plan your support as well as possible.

In case you need other forms of support, means of assistance in your home or personal assistance, it is the municipality and/or the county council that you should contact.

For more information – contact the coordinators at [funksam@lnu.se](mailto:funksam@lnu.se)

### **Copycenter**

Copycenter is the university's own service for printing and assisting students and staff with printing and copying. Copying texts is however not allowed. Copycenter is located next to Infocenter in the main building (H-building) in Växjö. You can also send what you wish to have printed to [copycenter@lnu.se](mailto:copycenter@lnu.se)

### **Student Welfare Office**

The Student Welfare Office work to promote physical and mental health for our students. They offer free individual counselling to aid you with any problem that may make your studying or student life difficult. Common problems students seek for are anxiety, stress, sleeping difficulties, crisis, relationship problems, difficulties in concentrating or completing assignments, loss of energy, homesickness or difficulties in adjusting to life in Sweden. Talking to the Student Welfare Office a few times is sometimes enough but in some cases, you can make up to five appointments to see us. Appointments with us are free of charge and they treat all matters confidentially. In Kalmar you find the Student Welfare Office in building Culmen. In Växjö you find them in the main building, house H.

Remember always to book an appointment before you visit the Student Welfare Office.

*Twenty years from now you will be more disappointed by the things you didn't do than by the ones you did do*

Mark Twain

For more information – contact the Student Welfare Office at [studenthalsan@lnu.se](mailto:studenthalsan@lnu.se)

### **Student counselling during your studies**

At Linnaeus University, you have the opportunity to meet a student counsellor to discuss your general questions concerning studies and career choices, or more detailed questions concerning any of our degree programmes. At the faculties, there are specialised student counsellors. They have a lot of knowledge about their specific disciplinary domains and can provide you with information and guidance about the programmes and courses within their respective disciplinary domains.

If you have any general questions concerning studies or choice of career, or other detailed questions about our courses and programmes, you are also welcome to contact our central student counsellors. If you have detailed questions regarding a specific programme or course, please contact the student counsellors at the faculty.

The central student counsellors at Linnaeus University are available to be your professional conversation partner before and during your studies.

For more information – contact [vagledning@lnu.se](mailto:vagledning@lnu.se)

### **University library**

The University library (UB) provides all resources needed for your studies, and functions as a gateway to worldwide information. The library contains books, journals and reference material as well as electronic information resources. The library reading rooms, group study rooms and other facilities are open every day of the week. When you take a lunch break, you may hold your workspace for up to one hour using the library parking discs. A large number of student workspaces are situated throughout the library. For instance, there are individual workspaces, some of which are equipped with computers, silent study areas and group rooms. Some of the group rooms and workspaces are bookable.

## Student Lounge

At the Student Lounge, we can assist you with questions regarding international opportunities, admission, tuition fees, housing, career guidance, study counselling and student health. If you are an incoming exchange student, you are welcome to visit us with any questions relating to your exchange, the signing of Learning Agreement and other documents. We have offices in both Växjö and Kalmar. You may find information about our location and the current opening hours on our website: [Lnu.se/en/student/service-and-support/student-lounge](https://Lnu.se/en/student/service-and-support/student-lounge)

## Student life

University life has much to offer, from meeting up with friends at the student venues to attending events and cultural activities. The Linnaeus Union and the student associations are doing their best to make you feel at home. Student associations in both cities offer a wide variety of activities.



Erasmus Student Network

## Erasmus Student Network (ESN)

ESN is a network of local student sections that organise events with international students in focus. In total, there are over 500 sections, representing more than 1000 universities in about 40 countries. ESN is the biggest student association in Europe and the network consists of students supporting other students on voluntary basis. They are just as you – students. It is however not just for European students, but all international students and Swedish students are also welcome to join.

In Sweden there are 15 sections and you find two of them in Växjö and Kalmar – called ESN Växjö (VIS) and ESN Kalmar. Both sections organise local events such as barbecues, sports activities and theme nights. Both sections also organise trips to discover Sweden and the neighbour countries. For more information, take a look at their Facebook pages.









## **The Linnaeus Union – for all students at Linnaeus University**

The Linnaeus Union is an interest organisation for students that helps and supports students with education quality, student influence and how to search for accommodation etc. The Linnaeus Union also organises welcome fairs and social events such as the member coffee once a week. It also functions as an umbrella organisation for all the student associations at Linnaeus University.

We work closely with the Office of Student Affairs and the ESN-sections to provide support to international students. If a question that is of social or practical character arise, you can turn to the Student Coordinator at the Linnaeus Union. The Student Coordinator is also responsible for the Buddy program in both cities.

The Linnaeus Union is a member-run organisation, meaning that you as a student may take part of and influence the work. If you are staying longer than one year, it is also possible to run in the student union election to join the board. To become a member, simply visit the website and purchase your membership online or visit any of the offices in Kalmar or Växjö at the start of the semester. Becoming a member is voluntary but a good idea if you want to take part of what the student life has to offer. Members access the card/app Studentkortet that comes with many good benefits such as student discounts and the possibility to join member specific events. Membership in the Linnaeus Union is also required to enter the student pubs in Växjö and student pub nights in Kalmar. For more info visit:

For more info visit:

- Website: [linnek.se](http://linnek.se)
- Email: [info@linnek.se](mailto:info@linnek.se)
- Facebook page Kalmar: [www.facebook.com/Linnekaren.kalmar](http://www.facebook.com/Linnekaren.kalmar)
- Facebook page Växjö: [www.facebook.com/Linnekaren.vaxjo](http://www.facebook.com/Linnekaren.vaxjo)
- Visiting address in Kalmar: Stella, Norra Kajplan 2
- Visiting address in Växjö: Pelarplatsen 8 (building F on the campus map)

## **Buddy program**

The buddy program is a great way to make new friends, have fun and to create a network in your new student city and community. The program matches incoming international students (called newbies) with current local students (some Swedish, some international) called buddies. The buddies help the newbies with day-to-day questions, introducing them to Swedish culture and way of life, as well as what it is like being a student at Linnaeus University.

*Life begins at the end  
of your comfort zone*  
Neale Donald Walsch

- Read more at [linnek.se/eng/buddyprogrammet](http://linnek.se/eng/buddyprogrammet)
- Register at [buddyprogram.lnu.se](http://buddyprogram.lnu.se)
- If you wish to have more information prior to registering to the buddy program, you are most welcome to contact the Student Coordinator at [studcoord@linnek.se](mailto:studcoord@linnek.se)

## **Nations and student associations**

A nation is a student association which organises parties and cultural activities for its members, e.g. dinners with traditional foods from the region, concerts etc. Each nation represents a part of Sweden. In the 17th century, when nations were originally established at Swedish universities, students were expected to join the nation representing their home province. You are free to join any nation you like, and you can belong to more than one.

Besides nations there are also student associations based on interest such as the student radio, sports associations and the student band for example. At Linnaeus Union's website you find links to the nations and the student associations in both Kalmar and Växjö.

There are around 50 student associations at Linnaeus University in Kalmar and Växjö, where you as a student can participate in a range of activities. Maybe you prefer sporty events; playing music in a student orchestra, movie sessions, or perhaps your calling is the UN's sustainable development goals? Being active in student life is an opportunity to meet new friends, be able to develop yourself in one of your interests and work together in a team with people who love doing the same thing.

## Personal Identity Number

You will soon hear a lot about the so-called personnummer (personal identity number). In many aspects, it helps a lot if you want to register for something in Sweden. You are eligible for this if you are admitted to studies longer than one year, for example a Bachelor or Master programme. As an international student at Linnaeus University, you have a temporary personnummer (T-number), it is your date of birth (YY-MM-DD) and then follow by a letter and three digits. You receive the personnummer with your Notification of Selection Results upon admission to the university. This is important to use when you communicate with Linnaeus University.

By the *personnummer* you become registered (folkbokförd) in the Swedish population register. The *personnummer* is your birth date (YY-MM-DD) and ends with four digits. The authority that is responsible for it is the tax agency Skatteverket. Consult Skatteverket's website to see what kind of documents are needed in order to apply for the *personnummer*. The documents need to be original or certified copies.

Once you have the *personnummer* you can apply for a Swedish ID card. If you receive a *personnummer* you should contact the Study Administration to change your T-number in the systems.

## Health care

Once Erasmus,  
Always Erasmus

If there is an emergency, you should see the Emergency ward (*akutmottagning*) or dial 112. For anything that is not an emergency, you should book an appointment with the Health Care Clinic (*vårdcentral*). The fee is usually paid by card in the reception once you arrive. Students with a Swedish *personnummer* or EU students with a EHIC card will pay the same costs that Swedish citizens pay. The cost varies between SEK 100 to SEK 400. If you are a non-EU student without a *personnummer*, the costs will be higher. You may be eligible for reimbursement afterwards from the student insurance, but for that you should read the terms and conditions from Kammarkollegiet.

- In Växjö you find Vårdcentralen Teleborg close to campus. Phone number 0470-58 67 70, or +46 470586770 from an international number. Wait for the speaker voice to say “For information in English press 8”. This takes a about 1.2 minutes into the call. Follow the instructions and hold to talk to a nurse and make an appointment. You have to make an appointment for all matters.
- In Kalmar Linnaeus University has arranged with Region Kalmar that international students may turn to Stensö hälsocentral (phone +46 48081850) and Kvarnholmens hälsocentral, (phone +46 48081960) Should these two clinics both be fully booked you will be referred to the medical clinic of the week.

When calling the medical centre in Sweden, you are expected to leave your name and telephone number at the voice mail and the medical centre staff will call you back at a given time of the day.

Dental care is not subsidized in Sweden and the costs may be high. Before seeing the dentist, it may be good to compare the prices. For that you may as well in some cases be eligible for reimbursement but read the terms and conditions for the insurance for that.

Pharmacies have a big variety of both medicines and pills that do not require prescription, but also for which you need a prescription from a doctor. At the supermarkets, you can buy different kinds of medicines as well without prescription, such as pain relief pills.



## **Sport activities**

In Växjö, you can find Olympen Träningscenter, a gym and fitness centre located in the J building on Campus. They organise both group training, ball sports and other events. You can buy a membership for a full semester and you also need to be a member in the association VUGI. On campus, you also find two tennis courts, which all students can use on a first come first served basis. If you want to go swimming, you find the Swimming hall between the city centre and Campus next to the lake. It offers a 25-meter pool, adventure area with slides and waterfalls, Jacuzzi, sauna, and gym. There are also many other gyms, sport centres and other opportunities in Växjö depending of your interest.

In Kalmar you can find FIKS (Föreningen Idrottsliga Kalmarstuderter) that organises sport activities such as volleyball, tennis, badminton etc. for all students. You can buy a membership for a semester. Please find more information on their website. As in Växjö, there are also many other gyms, sport centres and other opportunities depending of your interest. Since Kalmar is located next to the sea, you can also in the late spring and late summer go swimming. If you prefer an indoor pool, you can go to Äventyrsvadet located at Kalmar Sportcenter, which is a swimming facility with a pool, a water slide, wave machine and much more.



In both cities, you find many opportunities for outdoor activities such as canoeing, hiking etc.

## **Part time jobs**

During your studies, you may be interested in finding a part time job. To establish contacts with the workplace during the time you study, gives you valuable experience and networks that will benefit you in the future. During the academic year, the university organises various activities where you can meet representatives of working life that could be interesting for you.

Finding a part time job in Sweden can however be a bit difficult, mostly since many employees require Swedish knowledge. The Career centre at Linnaeus University can give you some advice how you can improve your chances. They can support you when you try to figure out how your education, your experience, and your personal qualifications are best summarised into a powerful job application. You will get help to take stock of your skills and experience. You will also receive tips and guidance on how to best design your CV/resume and cover letter.

You can contact the Career counselling service at [karriar@lnu.se](mailto:karriar@lnu.se)

# After your studies at Linnaeus University

## **After graduating**

As an international student, you can obtain a degree from Linnaeus University by following the required study plan for a particular degree. You can also combine credits from your home university with credits from Linnaeus University to meet degree requirements.

### *Undergraduate level/First cycle, Bachelor's Degree (180 credits)*

A degree of Bachelor requires studies of at least 180 credits at first cycle, of which 90 credits must be in the major discipline. The main field of study must include an independent project of at least 15 credits on Bachelor level.

### *Graduate level/Second cycle, Master One Year (60 credits)*

A degree of Master (60 credits) is awarded after completing 60 credits at Masters level, of which 30 credits must be in the main field of study. The main field of study must include an independent project of at least 15 credits. At least 45 credits must be on second cycle. A Bachelor's degree or the equivalent is required for admission a Master programme.

### *Graduate level/Second cycle, Master Two Years (120 credits)*

A degree of Master (120 credits) is awarded after completing 120 credits at Masters level, of which 60 credits must be in the major discipline. The main field of study must also include one independent project of at least 30 credits, or two independent projects of at least 15 credits each. At least 90 credits must be on second cycle. A Bachelor's degree or the equivalent is required for admission to a Master programme.

For more information – contact the Degree Office at [degree@lnu.se](mailto:degree@lnu.se)



## **Being an alumni of Linnaeus University**

Linnaeus University's alumni network Lnu Alumni is for you who have finished your studies, or is about to finish your studies, at Linnaeus University or at the former Kalmar University or Växjö University. The alumni network is for you who wants to stay in touch with your fellow students and get information about the further development of Linnaeus University. If you are already a member of the alumni network you will, of course, stay a member but in the future you will also be a part of Linnaeus University's alumni network.

By becoming a member of the alumni network at Linnaeus University (Lnu Alumni), you become a member of a network that is both a social and a professional asset. You can get in touch with fellow course mates with whom you have lost contact, find new professional contacts, and stay updated about what is going on at Linnaeus University. You can add other alumni in the network as contacts to get information automatically when they update their profiles – if they, for instance, move or change jobs.

The alumni network is also important for us at Linnaeus University. Your experiences from your time as a student and from working life are interesting for both students and members of staff to take part of. Some of our alumni come back as guest lecturers or mentors for our present students. Others welcome students to their workplace on study visits or in connection to degree projects. Your views are also very valuable in the development work of the programme you studied.

Last but not least – joining the alumni network is free of charge, so register on the Lnu website now!



# Get to know Sweden

*It always seems  
impossible until it's  
done*

Nelson Mandela

## English or Swedish?

You can more or less say that everyone in Sweden speaks English. Swedes had the highest proficiency in English as second language in the world according to the Education First Proficiency Index from 2018. Ninety percent of the population is fluent in English, however it helps a lot to be able to speak with Swedes in Swedish and it is the true key to integration. If you wish to work in Sweden after or during your studies, speaking Swedish is required in most of the fields. Linnaeus University offers courses in Swedish in many different levels. It does not matter if you are here for a semester och for a full programme – it is a good opportunity to learn some Swedish, as it will help you in your daily life!

There is a course called Swedish for Immigrants (SFI), it requires you to be folkbokförd (meaning to be registered in Sweden and have a personal number – more information to follow). Contact the municipality of Växjö or Kalmar for more information regarding how to enrol.

## Population and geography

Sweden is the third largest country in the European Union regarding the size of the country. The population of Sweden is 10 million people and of those, about 2 million are under 18 years old and 85 % live in cities. It is a multicultural country where 15 % were born in another country and 25 % have family who have roots in another country. Stockholm is the capital of Sweden and the largest city. The second and third biggest cities are Göteborg (Gothenburg) and Malmö. Sweden has a long coastline so wherever you are in the country it is not too far to the sea.

## Climate

As Sweden is located in the northern Europe, the climate is very diverse and if you stay for a full year, you will get to experience all the four seasons. The idea of Sweden being a cold and wintry place is not fully true as we do have summers that can be warm. Thanks to the Gulf Stream the temperature are kept mild.

## Government

Sweden has a parliamentary democracy and the main parties are divided to two blocs – the right and the left parties. The Royal Family has no political power even though the Head of State is the King Carl XVI Gustaf – his tasks are to represent Sweden and perform ceremonial duties. Sweden is a member of the European Union since 1995.

## Fika

You may wonder, what is this fika? It is both a noun, and a verb, and a huge part of Swedish culture. It is pronounced as *fee-ka* and it is a coffee break that usually consists of coffee or tea, some cookies or sweet things. It can also be other things, such as soft drinks and sandwiches, but it is mainly a social occasion when you grab a snack and meet friends, family, colleagues or other. Swedes often claim that *a fika* is more than just a coffee and a snack. It can happen anytime and more or less anywhere. In Swedish workplaces, there is often common to have fika twice a day.

Make sure to try out fika once you arrive! Not only are the sweets great, but also it is nice to socialise for some times and take a break in the day.

Swedes also love coffee and Sweden is one of the countries in the world that drinks the most coffee per year.

## Money

The currency in Sweden is the *krona* (plural *kronor*). Bank notes are made in values of 20, 50, 100, 200, 500 and 1,000 kronor. The coins are available in 1, 2, 5 and 10 kronor. All major credit cards are accepted in Sweden; both for direct payment and for withdrawing money from an ATM. Visa and Mastercards are the most common ones and accepted nearly everywhere, while e.g. American Express may be accepted less frequently.

Do not bring personal checks, as they cannot be cashed at Swedish banks. Cash is becoming less common in Sweden and in many stores and restaurants do not accept cash as means of payment anymore, which means that card payment may in some cases be the only payment option. Sweden is widely regarded to be one of the most cashless countries in the world. Mobile payments are common in Sweden and contactless payments are allowed in most places.

Having access to a Swedish bank account during your stay in Sweden can be convenient for paying bills and receiving incomes, etc. However, depending on the agreement with your national bank, the fees of money exchange in Sweden might be less than the costs of a bank account, bankcards and payment fees. Please note that the offers from banks vary depending on how long you are staying and if you have a Swedish personal identity number or not.

## **Opening hours and post**

Most stores are open from 10.00 to 18.00/19.00. Shopping centres usually tend to have longer opening hours. Supermarkets open around 07.00 or 08.00 and close earliest at 21.00 in most cases. Many are open even one or two hours longer. There are no post offices in Sweden, so convenience stores or supermarkets handle the post service. If you get a package that is too big to be placed in your mailbox, you will be given either a letter or a SMS that you can pick it up at the closest location for that.

## **Society**

Sweden is one of the world's most safe countries and as well one of the most equal ones. Swedes pay high taxes and thanks to that, they can enjoy the benefits of an advanced welfare system, free education, low-cost healthcare and other benefits from the state.

Sweden has an indigenous group called Sami who live in the area in the north called Lapland. There are about 20 000 Sami today and they speak a language that belongs to the Uralic language family.

About 60 % of the population is a member of the Lutheran Church. What plays a difference from other European countries is that religion does not play such a big role in the society. There are as well many other religions in Sweden, where Muslims are the second biggest group of 500 000 people.

## **Pratar du svenska? 'Do you speak Swedish?'**

You can get around in Sweden without knowing one word of Swedish – however it helps to know some basics and it is the key to really being integrated in the Swedish society! Here are some good to know words in Swedish:

*Phrases:*

Välkommen – Welcome

Hej – Hello

Hej då – Bye

Hur mår du? – How are you?

Bra – Good

Tack – Thank you

Tack så mycket – Thank you  
very much

Varsågod – You are welcome

Jag heter... – My name is...

Vad heter du? – What is your  
name?

Jag kommer från... – I coming  
from...

God morgon – Good morning

God kväll – Good evening

God natt – Good night

Skål! – Cheers

Ja – Yes

Nej – No

Kanske – Maybe

Jag vet inte – I don't know

Jag förstår inte – I don't  
understand

Pratar du engelska? – Do you  
speak English?

Jag pratar lite svenska – I speak a  
little Swedish

Ursäkta – Excuse me

Förlåt – Sorry

Ska vi ta en fika? – Should we  
have a fika?

En kanelbulle tack – A  
cinnamon bun, please

*Numbers*

Ett/en – 1

Två – 2

Tre – 3

Fyra – 4

Fem – 5

Sex – 6

Sju – 7

Åtta – 8

Nio – 9

Tio – 10

*Days of the week*

Måndag – Monday

Tisdag – Tuesday

Onsdag – Wednesday

Torsdag – Thursday

Fredag – Friday

Lördag – Saturday

Söndag – Sunday

*Lagom* is a unique word in Swedish. It more or less means “not too much, not too little, just the right amount” but is difficult to translate. It can be used to describe more or less anything. Many non-Swedes also think it sums up the Swedish way of being as well.

Some few advices to practice Swedish in your everyday life are:

- Watch Swedish TV shows or TV shows with Swedish subtitles
- Practice to learn your daily shopping in Swedish, for example make your shopping list for groceries in Swedish
- Change the language of your phone to Swedish
- Start a language tandem
- Do not be afraid to make mistakes! Practice is the only thing, which will help to learn, and everyone makes mistakes when learning a new language
- Sign up for the Swedish courses at Linnaeus University or SFI – if you are eligible – for example, you need a personal identity number.

For more information, contact the municipality of Våxjö or Kalmar.

## **Biking in Sweden**

Public transport in Sweden is often good and reliable. However, you may want to invest in a bike to be more independent from the public transportation and maybe as well find a more quick and easy way to get around in your city. It is possible to buy bikes second hand; for example the website Blocket, Facebook groups or in Våxjö there is a store called Tempus, are a few advice. Be sure to check the bike carefully before buying it. For example if the chain is rusty or black of oil, does the tire need to change and do the brakes work properly. You should also be observant if the bike could be stolen. A few advice to prevent that is to:

- Consider the price – is the deal too good it probably is
- Be careful if the one selling the bike has many bikes for sale at the same time
- Ask for the receipt of the bike
- Check the SEC-number on the bike’s frame – with this you can contact the police to see if the bike has been reported as stolen

## **How to bike according to the traffic regulations**

- In Sweden, the traffic goes on the right hand side. The same regards bikes.
- It is not forbidden for bikes to cross a road at a pedestrian crossing. But keep in mind that the crossing is meant for pedestrian and you should not bike there. If you get off the bike and walk with it, you follow the same rules as pedestrians and the cars have to stop for you.
- You should not bike on the sidewalk as it is for pedestrians – bike on the road or if there is a bike path. If biking on a pedestrian walking area you should keep the same pace as the pedestrians and give way for them.
- When turning left, indicate with your arm in good time before turning to show your intention for others. In some cases, it is better to await next to the road and cross when there is no traffic.
- When biking on a designated bike path, you follow the same rules as on the street – you bike on the right and pass on the left.
- A bike must have reflectors on both wheels and proper front and rear light when it is dark, according to Swedish law.
- If you meet a stop sign when biking, it means that you have to stop with your bike.





## Visiting a Swedish super market

- Prices are usually for example 19.90 but it is rounded up to the closest 1 krona.
- Since the new tax on plastic bags, they cost around SEK 6–7 while small plastic bags for vegetables cost SEK 0.50.
- The fruits and vegetables are weighted in the cashier. Except if you use the self-scanning system, then you need to weight it yourself and scan it.
- Extrapris means it is a discounted price for a limited period.
- Stores have special discounted offers every week. You find the offers in the paper magazine that you may receive in your mailbox, in the entrance of the store or online.
- Bäst före means best before, and that the product is best before this date. In some cases, you may eat it afterwards as well but depends on the product. If the “Bäst före-datum” has passed, always use your taste and smell to tell if the food is good to eat. In many stores, there is a separate section where these products are for sale for a cheaper price.
- You can apply for a discount card for supermarkets where you can collect bonus and get discounted prices.

Some supermarkets in Sweden are ICA, Willys, Coop, Hemköp, Lidl and Netto.

## Unwritten rules in Sweden

*Collect moments, not things*

Some unwritten rules in Sweden are:

- You do not wear shoes inside of a home
- Swedes queue when waiting for something.  
Many businesses have a ticketing system and it dispenses notes of number, which says when it is your turn. The number is shown on a screen once it is your turn. If there is no ticket machine, you just stand behind the last person in the line until it is your turn.
- Be on time. Time is respected at all times in Sweden no matter the occasion. Swedes value punctuality.
- Swedes usually dress casually unless nothing else states the opposite.
- Address your teacher by the first name and not a title.
- The Law of Jante is an unwritten rule in Sweden. It do exist in the Nordic countries and have ten rules that all are expressive of variations on a single theme and usually referred to as a homogeneous unit: *You are not to think you are anyone special or that you are better than us.* The Law of Jante is present in the Swedish society.

## What to do in the region of Småland?

Småland is a historical province, in Swedish called *landskap*, located in the southern Sweden. Both Växjö and Kalmar are situated in this region. Småland has no governmental purpose but is important in both historical and cultural aspects. The population is today around 750 000 inhabitants. Småland is home to the Swedish botanist Carl Linnaeus (Carl von Linné in Swedish) whom also gave name to Linnaeus University and Ingvar Kamprad who is the founder of IKEA.



During your stay at Linnaeus University, you will have the possibility to not only discover Växjö and Kalmar, but hopefully Småland as well and here are some recommendations:

- Visit the IKEA museum in Älmhult
- Visit the glass factories in Kosta and the Kingdom of Crystal
- Visit Huseby Bruk – former ironworks and nowadays a historical site
- Visit the national park Åsnens or Stora Mosse
- Visit the island Öland
- Go on a hike in the forest
- Visit Gränna – small village next to the lake Vättern where they produce the candy *polkagris*
- Visit a moose park
- Go skiing in Isaberg
- Visit Växjö or Kalmar if you live in the other city
- Visit the theme park Astrid Lindgren's World
- Visit the archipelago of Västervik

## Swedish traditions and holidays

You will hopefully discover several kinds of Swedish traditions and celebrations. Many of the celebrations are connected to changing a season.

### Easter

Easter takes place in the spring, around March or April. It is a holiday for family to get together and for children to dress up as Easter witches. You eat many eggs and have a smörgåsbord at Easter, a buffet style meal with several dishes. There is also the tradition of an “Easter candy egg” – a box shaped as an egg where candy is hidden. Make sure to try the påskmust, a sort of Coca Cola that is also for Christmas – however with another name.

### Valborg (Walpurgis Eve)

Many years ago, Valborg was a day to scare away witches and bad spirits through lightning big bonfires. Valborg is now a day to celebrate that spring has finally arrived, still with bonfires and chorus though. Today it is one of the biggest student traditions and it takes place the 30th of April.

### Midsummer

The summers are long in Sweden and the sun barely sets. Midsummer is celebrated all over Sweden on the Friday that is closest to the 21st of June. This is the longest day of the year and it is definitely celebrated. The celebration starts during the day, with people dancing and singing around a maypole. Swedes usually wear flower crowns in the hair as well. A traditional midsummer lunch is eaten and it includes pickled herring and boiled new potatoes, together with sour cream, dill and red onion.

### Crayfish parties

At the end of the summer, Swedes take the opportunity to enjoy the last moments of summer with a crayfish party. Crayfish have been eaten since the 16th century and during these parties, you will see groups of friends being outside, having special decoration, drinking and singing. Prepare yourself, because eating crayfish is a messy experience.

*Travel early and travel often. Live abroad, if you can. Understand cultures other than your own. As your understanding of other cultures increases, your understanding of yourself and your own culture will increase exponentially*  
Tom Freston

## **All Saints' Day**

During All Saints Day, Swedes usually go to the cemetery to place candles on the graves of their loved ones.

## **Lucia**

On the 13th of December, most places around Sweden have an annual Lucia celebration. Lucia is representing the light in the darkest of times, and enters the room with lights in her hair. She is accompanied by others, so called *tärnor*, and they walk behind her and singing songs in long white dresses. The celebration is a perfect opportunity as well to have some traditional ginger breads, saffron buns and mulled wine (*glögg*). During every weekend in December, Advent is celebrated and you bake Christmas pastries and cookies and drink *glögg*. Swedes drink their *glögg*, which is spiced red wine, with almonds and raisins.

## **Christmas**

Christmas is celebrated on the 24th of December, just like the other Scandinavian countries. For most Swedes, Christmas is not considered a religious holiday, neither being celebrated for that. It is more of a time to get together with family. The Christmas celebration is mainly centred on eating good food, exchanging gifts and being with family. One of the unique Swedish Christmas traditions is to watch Donald Duck at 15.00 in the afternoon. This is the tradition since 1960s and most Swedes sit in the sofa at this time and watch the same episode from then. For Christmas you should try the *julmust*, similar to *påskmust*.

## **Days for celebrating specific food**

In Sweden, we have a few days where we celebrate certain food. On the 4th of October, it is the Cinnamon Bun Day. It is widely celebrated throughout the whole country and it is almost a must to have a cinnamon bun that day! The Swedish cinnamon buns are less sweet than the ones from US and do not have frosting, instead they are flecked with "pearl sugar" which is large chunks of sugar. There is also *Våffeldagen* (the waffle day) when you eat waffles on the 25th of March. The waffles in Sweden are flat and crispy and you top them with whipped cream and jam. In February, *Fettisdagen* is celebrated. On this day you eat a *semla* which is a bun with cardamom that has whipped cream and almonds inside. There are different ways to eat it but it is also good just the way it is!

## **Public holidays**

New Year's Day – 1st of January

Epiphany Eve – 5th of January

Epiphany Day – 6th of January

Good Friday (Easter) – March or April

Easter Sunday (Easter) – March or April

Easter Monday (Easter) – March or April

1st of May

Ascension Day – May

Sweden's National Day – 6 June

Midsummer Eve – June

Midsummer's Day – June

All Saint's Day – October or November

Christmas Eve – 24th of December

Christmas Day – 25th of December

Boxing Day – 26th of December

New Year's Eve – 31st of December

## **Swedish student traditions**

### **Academic quarter**

Swedes like to be on time and are some of the most punctual in the world – apart from on one occasion. This is for the courses that use the phenomena “academic quarter” which means that a lecture begins 15 minutes later than announced, for example, if it says 08.00 in the schedule but it begins 08.15. This is an old tradition from the major student cities such as Lund or Uppsala, where the bells on the church rang and after hearing it, the students had time to go from home when it rang and still be on time for their lecture since they lived closely to the university. Make sure to check with your teacher if the course uses academic quarter though so you will not be late for your lecture!

## Overalls



Most of the student organisations in Växjö and Kalmar have overalls. This is not the case for all universities in Sweden but it is a special tradition for students. An overall is not allowed to be washed, if so you have to be inside of it when doing it, so taking a shower or swim with it is fine if you feel like! Collect patches that describe what event you have attended and make the overall personal by adding your name in fabric on the right leg. If you are interested in getting an overall, you can purchase it from the ESN-sections.



## **Sittning**

A sittning is a Swedish student tradition mainly consisting of a meal with some singing and games. There is usually a theme of the sittning, regarding both the meal, the dress code and the happenings of the evening. For example, there can be a theme that defines the dress code, overall sittning where you wear your overall, or a fancy sittning where you are expected to dress up. A vital part of the sittning is the singing. The attendees are usually given a booklet that will be sang during the sittning. You will be instructed in the beginning of the sittning because there are quite a few rules for the sittning, but do not worry; they are mentioned in the booklet. The one leading and instructing is called a TM/toastmaster. Some rules are that when the toastmaster speaks you should be silent, do not throw food and do not stand on tables or chairs. Here is an example of a Swedish song which has been written in the way that it is sang in English:

Hell and gore, Chung hop father Allan ley

Hell and gore, Chung hop father Allan ley

Oh handsome in the hell and tar

and hell are in the half and four

Hell and gore, Chung hop father Allan ley

SKÅL!

## **Nollning**

If arriving to Linnaeus University in the fall semester you will see a vivid student life going on. It is the nollning (also called kick-off) that is going on when the new students arrive and the older ones show them around and introduce them to the university life. The new students meet the older ones who are studying the same field of study and are welcomed to the association of the program. During at least a week there will be activities, from morning to night, and many of them are wearing the overalls.

## **Valborg**

The 30th of April each year is one of the biggest student celebration all around Sweden. Many years ago, Valborg was a day to scare away witches and bad spirits through lightning big bonfires. Valborg is now a day to celebrate that spring has finally arrived, still with bonfires and chorus though. April is known to offer very unreliable weather, but Valborg marks the end of that and May is usually more stable, warm and sunny. For students though, this daylong celebration often begins with champagne breakfast. The biggest celebrations take place in Uppsala and Lund, but both Växjö and Kalmar have celebrations with many activities, music and other social events during this day.



















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